



Unadopted Minutes

BOARD OF DIRECTORS

Thursday, May 19, 2022

Meeting 4:00 pm to 5:30 pm

Teleconference - Zoom Meeting ID: 939 3462 0528

Members: Steve Page – Chair, Teresa Norton – Vice-Chair, Frank Chong - Secretary, Kate Jolley –Treasurer, Scott Bartley, Henry Beaumont (AgTrust), Doug Garrison, Kerry Rego, Kris Shear, Jorge Servin, Carolina Spence, Bill Traverso, Marion Walker

Absent: Maggie Fishman – Trustee, Jeff Bricker, Lori Enochs (FOPCT), Suzy Marzalek, Shirley Ward

Staff: J Mullineaux, Sarah Laggos, Breanne Beseda, Rudy Campos

Guests:

1) **Call to order** – Steve Page 4:00 p.m.

The meeting was called to order at 4:00 p.m., beginning with the reading of the SRJC land acknowledgement.

2) **Public Comment** – Steve Page

There were no members of the public present.

3) **Approval of minutes** – Steve Page

Minutes of the 03/17/22 meeting were distributed in advance. Kris Shear and Teresa Norton had questions about items on the minutes which needed some clarification. These items were addressed by J and will be corrected.

Motion to approve 03/17/22 minutes

Teresa Norton motion, Carolina Spence second, unanimous approval. M/S/P

4) **President's Update – Dr. Frank Chong**

4:05 p.m.

Dr. Chong greeted the Board of Directors. He is excited about the end-of-year ceremonies that are coming up for the SRJC such as the nursing program's pinning ceremony, Latinx Graduation Celebration, CTE Career Education Celebration, and the SRJC Commencement Ceremony. The general sentiment on the campus has been very positive lately in the wake of social turmoil and the COVID-19 pandemic. The SRJC has begun its return to campus schedule starting this summer with hopes of being fully in person by fall.

Dr. Chong also mentioned that the budget for SRJC has a great outlook despite one of the largest cost of living increases in recent history. SRJC faces the challenge of recapturing its lost student enrollment, which has been declining in recent years but the outlook is very positive.

Dr. Chong was very impressed by the Shone Farm 50th Anniversary Celebration, he thanked everyone who attended and the reaction from attendees was very positive.

5) **Governance**

4:10 p.m.

a. **Approval of Renewing Directors – Steve Page**

Suzy Marzalek
Jorge Servin
Carolina Spence

Motion to approve renewing of directors:

Scott Bartley motion, Bill Traverso second, unanimous approval. M/S/P

b. **Approval of 22/23 Directors and Officers – Steve Page**

Teresa Norton, Chair of the Board
Suzy Marzalek, Vice-Chair of the Board
Dr. Frank Chong, Secretary
Kate Jolly, Treasurer

Motion to approve the appointment of directors and officers:

Bill Traverso motion, Kris Shear second, unanimous approval. M/S/P

c. **22/23 Meeting Schedule – Steve Page**

Steve paged presented the 22/23 meeting schedule to the Board of Directors. Kris Shear mentioned that the BCAT Golf Tournament now has a date, which is October 7th, 2022.

Motion to approve 22/23 meeting schedule:

Teresa Norton motion, Kris Shear second, unanimous approval. M/S/P

d. Scholarship Update – **J Mullineaux**

J updated the board on a few recent developments regarding scholarships. A FAQ document about the blinding of scholarships was included in the board packages. The Foundation received some pushback from faculty at the SRJC and addressed concerns with a public forum. The purpose of this forum was to educate attendees about the process and how it is an overall benefit to the scholarship program. J has continued to have meetings with faculty members to hear from them and learn more about concerns they might have. J and the team will continue to take a closer look at policies that are in place and make adjustments. There were no questions from board members regarding this matter.

6) Philanthropy and Community Engagement

4:25 p.m.

a. Funding Priorities Update – **J Mullineaux**

J had brought a proposal to the board to extend the current strategic plan to 2024 and make a few adjustments to revenue goals. J is requesting to add Fire Technology to the funding priorities at \$50,000 and reduce the STEM goal from \$1.5 million to \$750,000.

Sarah Laggos updated the board on the opportunities available for fundraising in the Fire Technology program. The SRJC Fire Academy has recently been awarded the Ronnie J Coleman Academy of Excellence award for being one of the best fire academies in the state. SRJC has also been awarded \$6 million from the PG&E settlement due to the Kincaid fire of 2019. The funding from that settlement will be going to the AG Wildfire Resilience Program and the Fire Fighter Academy/Fire Technology program. All of these pieces coming together point toward the Fire Technology program being a fantastic investment.

There were a few questions from the Board of Directors regarding the allocation of the funding for the Fire Technology Program which were addressed by J and Sarah.

Motion to adopt updated funding priorities:

Marion Walker motion, Bill Traverso second, unanimous approval. M/S/P

b. Alumni Relations Report– **Rudy Campos**

Rudy Campos presented the re-launch of the Alumni Relations program based on feedback from an email survey sent out to the Foundation email list in April, and guided by the Alumni Association Taskforce which is made up of SRJC Alumni, Foundation Board members, and staff. Based on this survey feedback and with guidance from the taskforce the Alumni Relations program re-launch will begin with quarterly newsletters, re-visiting the alumni benefits program, and increased engagement with alumni via social media channels.

Rudy also pointed out that data from the survey reflected and reinforced information given to the Foundation team when they conducted the CCS analysis. Specifically, SRJC Alumni represent a significant opportunity for future donations.

Board Member Kerry Rego, who is a member of the Alumni Taskforce, made remarks about how the online donation process needs to be streamlined and made easier so that the Foundation can reach a broader audience. Sarah Laggos was able to address these concerns by announcing that the Foundation will be updating its giving platform with more information to come in the future.

c. **Events Update – Breanne Beseda**

Breanne shared the revenue results from the Shone Farm 50th Anniversary event. She first re-iterated that the event was invite-only and after a lot of work we were able to have 150 confirmed RSVPs and 100 attendees. With the attendance of 100 donors and supporters and a generous match from the Alvin J. Hansen Foundation, we were able to raise \$161,700 dollars from the event. Events that are on the horizon are the President’s Address on June 6th, the Quinn Swim Center pool dedication ceremony on June 23rd and the Petaluma Campus Fundraiser event on September 24th. After Breanne’s event update, Carolina Spence encouraged every board member to attend the President’s Address and use it as an opportunity for reconnection with friends that they might not have seen since the beginning of the pandemic.

7) **22/23 Budget – J Mullineaux**

5:10 p.m.

a. **Support Fee Update**

J updated the Board of Directors on the 3% support fee which will be applied to all donations, beginning on July 1, 2022. J and Sarah have been reaching out to individual donors to let them know about the change ahead of time. The team had considered sending out mass communication to all donors about the support fee, but with encouragement from the Executive Committee, decided it would be best to reach out to key individual donors and campus partners rather than send out mass communication.

b. **Proposed Operating Budget**

We are expecting that the 3% support fee will generate \$90,000 in revenue and a few more minor adjustments to the budget. Currently, expenses exceed revenue, which is due in part to the one-time expense of moving into our new building at 707 Elliott Avenue, and the anticipated hiring a new team member.

c. **FY22 Operating Surplus Allocation**

The Foundation is also expecting a \$400,000 operating surplus. 50% of the operating surplus can be allocated to the opportunity fund and the Executive and Budget Committees recommend the 50% surplus allocation be adopted.

Motion to approve 22/23 budget:

Kris Shear motion, Teresa Norton second, unanimous approval. M/S/P

Motion to approve the allocation of the operating surplus:

Kris Shear motion, Teresa Norton second, unanimous approval. M/S/P

8) Trust Committee Reports – Chairs
(Attached to Board Packet)

5:20 p.m.

AG Trust Committee – **Henry Beaumont**

Henry updated the board about the Steve Olson Scholarship which has risen to a \$6,000 award annually. This scholarship is awarded to AG leadership candidates who have completed two years at SRJC and are moving on to a four-year college. Unfortunately, this year we did not receive any applications. In an effort to not let the scholarship go to waste, we will be issuing three \$1000 scholarships to graduating high school seniors who will attend SRJC. He is pleased to share that he has received three high-quality applications of which, all three will be awarded.

Bear Cub Athletic Trust Committee – **Kris Shear**

The Chair of BCAT, Brian Marvin, has moved out of state and they are soliciting new leadership for his position. BCAT will be meeting soon and they have individuals who are interested in the Chair and Vice-Chair positions so they will be holding an election.

Friends of Petaluma Campus Trust Committee
No report.

9) Comments on Foundation Written Reports
None

10) Other Business
None

11) Adjourn

5:35 p.m.

Meeting adjourned at 5:35 p.m.