

North Orange County Community College District Foundation
(NOCCCD Foundation)

DRAFT

Board of Directors Meeting
May 3, 2023

Board Members in Attendance:

Byron D. Clift Breland – President
Chancellor, NOCCCD

Ed Lopez – Member
President, Board of Trustees, NOCCCD

Valentina Purtell – Member
President, North Orange Continuing Education

JoAnna Schilling – Member
President, Cypress College

Cynthia Olivo – Secretary
President, Fullerton College

Kai Stearns – Treasurer
District Director, Public & Governmental Affairs, NOCCCD

Fred Williams – Vice President
Vice Chancellor, Finance & Facilities, NOCCCD

Also Present:

Terry Cox
Director, Administrative Services, North Orange Continuing Education

Chelsea Salisbury
Communications Coordinator, Public & Governmental Affairs, NOCCCD

Zoot Velasco
Executive Director, Friends of Fullerton College Foundation, Fullerton College

Kashu Vyas
District Director, Fiscal Affairs, NOCCCD

Call to Order & Minutes: The meeting was called to order at 1:32 p.m.
Food truck event, thanks for joining in person and online

Minutes February 1, 2023 / approval first: Kai second: Fred

Treasurer's Report: Kai Stearns introduced the Treasurer's Report.

Quarterly Financial Reports: Terry Cox reviewed the Q1 financial statement, which was prepared by NOCE Accounting Specialist Deepali Dave. Foundation activity from **September 30, 2022 to December 31, 2022** included:

- Kashu gave the report
- Nilane Lee went out and Walt Pray went out, NOCE Awards scholarships book reimbursements to students
- Donations online activity – deposit – 25.87 Ned Doffoney, \$100 for Cheryl Marshall, remainin NOCE Scholarships – planning to transfer funds to appropriate accounts
- Withdrawal – movement of schoolsfirst money for investment purpose

Investment Policies:

Collected policies from cypress and Fullerton at last retirement board meeting asked how the policy could be modified and used for the district's investment policy waiting to hear back on suggestions to retirement board which we may or may not want to incorporate

Investing & Online Banking: Investment report shows the movement and quarterly income received no change in market value yet – Chelsea shared next steps

Foundation NOCE Activity Update: Terry - Scholarships open until May 5 closing soon, book awards, application process threw in extra question if there is a financial burden due to COVID to utilize emergency funding before scholarship funding

Cypress College & Fullerton College Foundations Updates: JoAnna Schilling provided updates on the Cypress College Foundation. Cynthia Olivo and Zoot Velasco provided updates on the Friends of Fullerton College Foundation.

Cypress College Foundation Update: Howard – bylaws annual meeting in may switch over slate of officers Curtis sheaths to be new President large donor and alumni, opening up new CDs farmers and merchants bank want to have new bank memberships, manage cashflow utilize money markets, recent contributions aviation anonymoms donor 1m he is supporting again with endeavor on aviation floor 120,000 and drone, received grants coming in through holocaust education program 55,000, announcement today alumnus of the year 23-24 Betty – may 12 scholarship awards ceremony, 40,000 emergency assistance given away, 439,000 gross revenue americana largest in existence to this date, 218,000 in net revenue Disneyland hotel is very expensive, golf classic going to be in October, alumni activities alumni network booth at commencement flyer in diploma covers website sign up, letter congratulating when they get cert or degree and invite them to alumni network, continuing focus on planned giving legacy society endowments gift annuity, 50 joined over last few years but want more detailed commitments

JoAnna - Scholarship apps up again this year, online system makes it easier for students one app for multiple scholarships, affinity groups aware and reaching out to students that often don't apply, giving more awards out and doing more promotion and outreach

Howard – more than 60 faculty members on review committee, changed a lot of the questions in the app to make sure they were more appropriate suited to needs, kai asked what system is called, howard said black bot award

Friends of Fullerton College Foundation Update: Zoot Fullerton using Microsoft forms for scholarships, nomination forms vs. students apply, doubled amount of awards given out from this year to last year, endowment funds moved from old foundation and been able to double 2.5 for endowment a little over, annual award \$350 now around \$640 160 getting awards this year and only 7 are duplicates, there were a lot more duplicates last year, finishing touches on those awards, 16 diff division committees doing awards and doing their own ceremonies, students of distinction want to have a campus wide celebration next year so want to expand students of distinction to include scholarships. Endowment a big deal for FC, coming out of scholarship season

Fred – MAAS reach out about award Zoot said yes Meagan, Valentina one campus award? Fred said recognition of project completion at Fullerton, Zoot said they want to honor an inspector who passed away and use it as a seed scholarship in his name raising funds

District Scholarships: Ned Doffoney endowment fundraising, \$10,000 is the goal for the endowments, also need requirements, focus on endowment first – employee giving

Other Business: Fred – Chancellor's Staff Dr. Breland talked about doing a distance education symposium paid for by foundation donations, talking to potential donors, Byron - want access to unrestricted dollars, award innovation and creativity and promote that, thought was to do a symposium to look at different modalities for teaching and learning online and in hybrid formats, invite best practices across the district invite business and industry and give a cash prize \$500-\$1,500 they're rewarded but have also showcased best practice implement a mini grant for anyone who wants to piggyback off what they saw, have people donate through the foundation, Howard – select one from each campus the representative foundation can pay for the award, Kai asked who we talked to and Fred said same ones that always give

Fred – today in chancellor's staff dr. schilling brought up support for two college foundations, preparing agenda items to go forward to cbf, one item set aside 900,000, 150,000 for each of the foundations to bring in support expand the revenue source through foundations, looking for foundation boards commitment within three years make a permanent position to supplement, ask board to make commitment may 8th cbf meeting what is the response from foundations? Byron – staffing important but built into a strategy to support foundation long term, Kai said this has been done in the past and it would be a continuation, Howard said yest one or two years, Fred said in exchange for \$900,000 what is the commitment from the foundations, Zoot you would provide funding for additional staff and within three years we would have to pay for that

position, zoot on board, Byron said there must be a plan in place to sustain the position, Ed asked where money Fred said district one-time funds, Ed – possible that foundations might not want to hire somebody but could pay a third party? Howard said no because it is not good practice in fundraising, sometimes not ethical, fred goal is to grow the foundation three years more appropriate to start this process, howard said it would help but not enough to grow, need to discuss how to move bigger giving opps further, Kashu – use of money the district tprocesses the payroll for the employees, wouldn't be giving them the money just using the money to pay employees, Zoot asked professional expert Fred said you can but that is not the goals for this because they want a permanent in place, Howard proposing new positions to structure within foundation, howard asked sense on group, fred said putting in on agenda, kai said chancellor's staff liked the idea, president's will attend to help support. Zoot said timeline? Fred said July 1 the funding would be available if approved.

Adjournment: The meeting adjourned at 2:23 p.m.

Next Regular Meeting: August 2, 2023 at 1:30 p.m. in the Anaheim Campus Chancellor's Conference Room and via Zoom.