

North Orange County Community College District Foundation
(NOCCCD Foundation)
Official Minutes
Board of Directors Meeting
August 6, 2025

Board Members in Attendance:

Dr. Byron D. Clift Breland – President
Chancellor, NOCCCD

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

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

Ed Lopez – Member
Secretary, Board of Trustees,
NOCCCD

Valentina Purtell – Member
President, North Orange Continuing Education

Also Present:

Terry Cox
Director, Administrative Services, North Orange Continuing Education

Janeth Manjarrez
Interim Executive Director, Friends of Fullerton College Foundation and Community Relations

Howard Kummerman
Executive Director, Cypress College Foundation

Kashu Vyas
Emeritus Executive Director, Fiscal Affairs, NOCCCD

Debbie Shandy
Executive Assistant, Fiscal Affairs, NOCCCD

Amabel Arredondo
Interim Administrative Assistant, NOCCCD

Call to Order & Minutes: The meeting was called to order at 1:38 p.m. The minutes of the May 7, 2025, meeting were approved by a unanimous vote.

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

Quarterly Financial Reports

Kashu Vyas reviewed the financial report activity for the quarter that ended June 30, 2025.

- She reported that the year-end closing entries are pending from Cypress College Foundation before the books are officially closed.
- A prior-year entry adjustment was made at the auditor's request to move NOCE operating fund donations from unrestricted to donor restricted.
- The District Foundation earned \$2,359.79 in interest this quarter, with additional earnings of approximately \$900 expected once Cypress College Foundation finalizes its reporting.
- Primary donation activity this quarter supported the Pure Ox Memorial Scholarship, with approximately \$3,600 expected to go toward the fund. Additional donations included \$1,000 to the NOCE Operating Fund. Several checks are still being processed, and final amounts will be confirmed later this month.
- Reported expenses included a \$25 state filing fee, credit card transaction fees for online donations, and reimbursements associated with the NOCE Operating Fund for the 2024 Noncredit Summit.
- Pending items include final interest income from the Cypress College Foundation and a few reissued donor checks, which will be recorded once received. The fund is expected to close the fiscal year in a strong financial position.
- Scholarship Detail for Spring 2025
 - **Cypress College** issued the Walt Pray Memorial Scholarship and Nilane Lee Scholarship.
 - **Fullerton College** issued the Nilane Lee Memorial Scholarship.
 - **NOCE** awarded Dr. Cheryl A. Marshall Scholarship, Student Emergency, Planting Seed, Rodarte Service and the Kindness Scholarship.

NOCE Activity Update: Valentina Purtell provided the following updates for the NOCE Foundation:

- NOCE received 60 scholarship applications and awarded 22 scholarships.
- The most popular award was the NOCE Kindness Scholarship.
- The Student Emergency Relief Scholarship was the second most requested and awarded scholarship.
- In total, more than \$1,600 in scholarships were awarded this cycle.

Cash and Investment Balances: Vyas reviewed the cash and investment balances as of June 30, 2025.

- **SchoolsFirst Accounts** – Money Market Funds at \$45,291.37 and \$54,360.41 in the Walt Pray Fund, totaling \$99,651.78.
- **Cypress College Foundation Money Market Fund** – \$148,829.20, currently earning 4.08% interest. Vyas noted this provides a favorable return compared to previous investment options.
- **Total Cash and Investments** – \$248,480.98

Reconciliation of Cash and Investment Balances to Ending Fund Balance:

- Cash and Investments at 6/30/25: \$248,480.98
- Posted Ending Fund Balance: \$243,651.68
- Vyas explained that differences between cash balance and ending fund balances are primarily due to items in transit, including outstanding checks and accruals that have not yet cleared or been posted.

Cypress College Foundation Update: Howard Kummerman provided the following updates for the Cypress College Foundation:

- The Foundation held its Board Planning Session on June 27. The session included a review and update of the Foundation's mission statement, guiding principles, and goals.
- Funds for the Foundation were moved to Cathay Bank. However, the US Bank account remains open temporarily until all outstanding items are clear.
- Elizabeth Lavezzari was recently hired at the Foundation and will assist with grant research & development, alumni engagement, special projects, social media, and community outreach.
- A 1972 alumnus recently shared plans to leave 50% of his estate as a future gift to the Foundation.
- The Scholarship Awards Ceremony was held on May 23, 2025, with over 600 attendees. Nearly \$500,000 in scholarships were awarded at the event.
- Upcoming Foundation events include the Annual Golf Tournament in September; Pups N' Pints in October; and the Americana Awards Gala.

Friends of Fullerton College Foundation Update: Janeth Manjarrez provided the following updates for the Friends of Fullerton College Foundation:

- The Foundation is preparing for its Board Retreat in September 2026, aligning its strategic plan with the College's plan under the Office of the President to ensure consistency across fundraising and engagement initiatives.

- The team continues to strengthen alumni and donor engagement. A former student, now an attorney, participated in the Foundation's podcast and has expressed interest in donating a space to be named in his honor.
- The Foundation has transferred about \$800,000 from its checking account into appropriate investment and restricted funds to ensure proper reconciliation and tracking. Processes are now in place to clearly distinguish restricted and unrestricted funds. The fiscal year-end close is nearly complete.
- A 5K Walk is scheduled for August 20, 2025, in collaboration with the Office of the President. The Foundation will also host a "Wine and Margaritas" fundraiser as part of its ongoing efforts to strengthen internal and external relationships.
- The Foundation has adopted AwardSpring as its new scholarship management system and is already connected to Banner and equipped to automate donor acknowledgments.
- Fullerton College Foundation was awarded \$3 million in funding for a STEM-related project focused on student engagement and program expansion.

Fred Williams Retirement Party: Fred Williams shared the following on his retirement party:

- The event will be casual, featuring food trucks and outdoor activities such as cornhole or horseshoes.
- A motion was made and approved to manage event funding and expenditures through the Foundation. The motion passed with all members voting in favor, with the exception of Fred Williams, who abstained. Ed Lopez was unable to participate in the vote due to technical difficulties.

Other Business

- None

Adjournment: The meeting was adjourned at 2:29 p.m.

Next Regular Meeting: November 5, 2025