

**SOUTHWESTERN COLLEGE FOUNDATION
MEETING AGENDA
Tuesday, November 25, 2014 ♦ 7:30 a.m. – 8:30 a.m.
LOCATION: BUILDING 210, ROOM 214**

1. **WELCOME / CALL TO ORDER – Ben Green**
2. **APPROVAL OF MINUTES – ACTION (Enclosure) – Ben Green**
 - A. October 28, 2014
3. **TREASURERS REPORT – (Enclosure) – Cynthia Reyna**
 - A. Financial Report October 2014
4. **COMMITTEE REPORTS – Ben Green**
 - A. Fundraising Committee
 1. Golf Tournament 2015 – Patti Finnegan
 2. Afternoon Tea Review – Melyn Acasio/Mitch Thompson
5. **GOVERNING BOARD REPORT – Nora Vargas, SWC Governing Board Trustee**
6. **SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.**
7. **ADJOURNMENT – Ben Green**

Next meeting date: December 16, 2014 (3rd Tuesday in December due to Winter Break)

SOUTHWESTERN COLLEGE FOUNDATION
ANNUAL MEETING MINUTES
Tuesday, October 28, 2014 ♦ 7:30 a.m. – 8:30 a.m.
LOCATION: BUILDING 210, ROOM 214

Present: Melyn Acasio, Kimberly Grady, Melinda Nish, Ben Green, Linda Gilstrap, Joe Martinez, Ricardo Macedo, David Hoffman, Mitch Thompson, Patti Finnegan, and Jesse Navarro (arrived at 7:55)

Absent: Jean Roesch, Lorena Victoria, Nora Vargas, Hank Murphy, Holly Hidingier, Ruben Garcia, Cynthia Reyna, Chayo Moreno, and Vanessa Coffeen McEvoy

Recorder: Dawn Perez

1. WELCOME / CALL TO ORDER – Ben Green

The meeting was called to order at 7:34 a.m.

2. APPROVAL OF MINUTES – ACTION (Enclosure) – Ben Green

- A. Motion made by Melyn Acasio, seconded by Kimberly Grady and unanimously approved to accept the minutes for September 23, 2014.

3. TREASURERS REPORT – (Enclosure) – Cynthia Reyna

- A. Ben Green presented the Financial Report for September 2014.

4. COMMITTEE REPORTS – Ben Green

A. Fundraising Committee

1. Golf Tournament 2015 – Patti Finnegan

- Date is confirmed as Wednesday, May 6, 2015. John Ball from the Mile of Cars has committed to be a Hole-in-One sponsor. Pasha Services has committed to a foursome at minimum. An incentive will be offered at the Afternoon Tea for everyone who commits to a foursome or sponsorship.

2. Afternoon Tea, Westgate Hotel, November 14, 2014 – Melyn Acasio/Mitch Thompson

- Melyn reported that the Afternoon Tea is sold out. Sponsorships include 14 tables at \$2,500. Donations for the silent auction have been minimal. Melyn requested authorization for SWCF to spend up to \$1,000 towards the silent auction. A motion was made by Patti Finnegan, seconded by David Hoffman and unanimously approved to authorize spending \$1,000 towards auction items.

3. Gift of Scholarship Gala

- Date is confirmed as Saturday, October 3, 2015; Co Chairs: Lorena Victoria and Hank Murphy.

B. Executive Committee – **ACTION** – Ben Green

- A motion was made by Patti Finnegan, seconded by Mitch Thompson and unanimously approved to renew the current slate of officers:
 - ✓ President-Ben Green
 - ✓ Vice President-Hank Murphy
 - ✓ Secretary-Joe Martinez
 - ✓ Treasurer-Cynthia Reyna

5. NOMINATING COMMITTEE – ACTION – (Enclosure) – Ruben Garcia/Jesse Navarro

- A. A motion was made by Melyn Acasio, seconded by Jesse Navarro and unanimously approved to accept the nomination of Sofia L. Corona to the Board of Directors.

6. GOVERNING BOARD REPORT – Nora Vargas, SWC Governing Board Trustee

No report given.

7. SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.

- CASE Conference addressed how a community college foundation should be set up. Discussion has begun on ways for SWC to fund a SWCF executive director position by utilizing funds from the Auxiliary Revenue Plan. A workshop on Advancement will be presented to the Governing Board in February 2015. Dr. Nish stated that as CEO she should be spending 30% of her time pursuing major gifts;
- Labor negotiations are progressing well;
- Governing Board approved two 50 meter pools for the new Wellness Center. Groundbreaking will begin in January 2015;
- An Openaire Market is being held in parking lot O on weekends.

8. ADJOURNMENT – Ben Green

The meeting was adjourned at 8:27 a.m.

Next meeting date: November 25, 2014

SOUTHWESTERN COLLEGE FOUNDATION

FUNDS SEGREGATION REPORT

10/01/14 - 10/31/14

Account Name	Fair Market Value as of October 1, 2014	Inflow	Outflow	Gain/(Loss)	Fair Market Value as of October 31, 2014
Unrestricted Funds Accounts					
UBS Brokerage Accounts	\$165,250.29	\$0.00	\$2,719.04	\$2,982.43	\$165,513.68
Wells Fargo Checking	-\$200.00	\$0.00	\$0.00	\$0.00	-\$200.00
Seacoast Commerce Bank Checking	\$17,377.25	\$6,432.03	\$22,430.74	\$0.00	\$1,378.54
Seacoast Commerce Bank Savings	\$45,469.69	\$5.79	\$0.00	\$0.00	\$45,475.48
Sub-Totals	\$227,897.23	\$6,437.82	\$25,149.78	\$2,982.43	\$212,167.70
Temporarily Restricted Funds Accounts					
UBS Brokerage Account (See Attachment for Scholarship Funds Breakdown)	\$712,667.53	\$6.00	\$0.00	\$12,828.02	\$725,501.54
Seacoast Commerce Bank Checking (See Attachment for Pilot Program Accounts Breakdown)	\$5,032.69	\$50.00	\$0.00	\$0.00	\$5,082.69
Sub-Totals	\$717,700.22	\$56.00	\$0.00	\$12,828.02	\$730,584.23
Total Funds Accounts	\$945,597.44	\$6,493.82	\$25,149.78	\$15,810.45	\$942,751.93

SOUTHWESTERN COLLEGE FOUNDATION

Statement of Financial Position

OCTOBER 2014

(UNAUDITED)

ASSETS

Checking/Savings

Operating Account	\$	6,261.23
Money Market Account		<u>45,475.48</u>

Total Checking/Savings	\$	51,736.71
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Other Assets

Marketable Securities		
Unrestricted		165,513.68
Temporarily Restricted		<u>725,501.54</u>

Total Marketable Securities		
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Total Other Assets		<u>891,015.22</u>
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TOTAL ASSETS	\$	<u>942,751.93</u>
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LIABILITIES & NET ASSETS

Total Liabilities

Net Assets

Temp. Restricted Net Assets	733,423.76
Unrestricted Net Assets	216,028.52

Net Income	<u>-6,700.35</u>
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Total Equity	<u>942,751.93</u>
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TOTAL LIABILITIES & NET ASSETS	\$	<u>942,751.93</u>
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SOUTHWESTERN COLLEGE FOUNDATION

Profit & Loss

For The Four Months Ended October 31, 2014

(UNAUDITED)

	<u>Oct'14</u>	<u>Year-to-Date</u>
Ordinary Income/Expense		
Annual Fund - Unrestricted	0.00	1,850.00
Annual Fund - Temporarily Restricted	0.00	550.00
Dividend/Interest - Unrestricted	365.29	1,971.11
Dividend/Interest - Temporarily Restricted	1,563.06	5,327.15
Realized gain/loss - Unrestricted	2,617.14	-742.26
Realized gain/loss - Temporarily Restricted	11,270.75	1,268.55
Direct Public Contributions- Temporarily Rest.	56.00	212.00
Direct Public Contributions- Unrestricted	1,426.03	3,969.06
Total Income	<u>17,298.27</u>	<u>14,405.61</u>
Gross Profit	17,298.27	14,405.61
Expenses		
Bank Fees	20.00	20.00
Campus Activities/Events	8,650.00	8,650.00
Outside Services	594.00	594.00
Stipends	900.00	900.00
Hospitality	54.25	54.25
Investment Expense	2,713.04	5,370.06
Membership & Dues	0.00	800.00
Total Expense	<u>12,931.29</u>	<u>16,388.31</u>
Net Ordinary Income	<u>4,366.98</u>	<u>-1,982.70</u>
Other Income/Expense: Special Events		
2014 Tea Event		
Income	5,000.00	7,500.00
Expenses	<u>11,802.49</u>	<u>12,217.65</u>
2014 Tea Event Income	(6,802.49)	(4,717.65)
Total Other Income/Expense: Special Events	-6,802.49	-4,717.65
Net Income	<u><u>-2,435.51</u></u>	<u><u>-6,700.35</u></u>

Southwestern College Foundation
Temporarily Restricted Funds Accounts Detail - 10/01/14 - 10/31/14

Scholarship Funds

Account Description	FMV - 10/01/14	Inflow	Outflow	Gain/(Loss) 0.018	FMV - 10/31/14
♦ Athletic Endowment - 061	\$14,393.67			259.09	\$14,652.76
♦ CAN Scholarship - 032	\$136,373.08		\$0.00	2,454.72	\$138,827.80
♦ Douglas Barnhart Scholarship - 059	\$41,387.96			744.98	\$42,132.94
♦ Eastlake Company - 058	\$30,752.18		\$0.00	553.54	\$31,305.72
♦ Garden of Giving -037	\$76,678.61		\$0.00	1,380.21	\$78,058.82
♦ Jean Wear Scholarship - 056	\$6,893.27			124.08	\$7,017.35
♦ McMillin Companies - 052	\$33,561.95		\$0.00	604.12	\$34,166.07
♦ Metallic Scholarship - 016	\$13,147.16			236.65	\$13,383.81
♦ M. Watkins Scholarship - 036	\$15,220.76			273.97	\$15,494.73
♦ Otay Mesa Child Development - 044	\$17,595.23			316.71	\$17,911.94
♦ Tantalo/Conti Scholarship - 033	\$48,322.94		\$0.00	869.81	\$49,192.75
♦ Sarah Riker Scholarship - 046	\$5,362.54			96.53	\$5,459.06
♦ Hayden Stewart Scholarship - 034	\$106,431.40	\$6.00	\$0.00	1,915.77	\$108,353.16
♦ Valenzuela Scholarship - 055	\$16,303.67		\$0.00	293.47	\$16,597.13
♦ WalMart Scholarship -060	\$11,129.14		\$0.00	200.32	\$11,329.46
♦ SCEA Scholarship - 065	\$6,594.04			118.69	\$6,712.73
♦ Luckman Scholarship -066	\$6,361.03			114.50	\$6,475.53
♦ Lassman Scholarship - 054	\$14,501.60	\$0.00	\$0.00	261.03	\$14,762.63
♦ Carolyn Brady Fund - 053	\$111,657.31			2,009.83	\$113,667.14
Totals	\$712,667.53	\$6.00	\$0.00	\$12,828.02	\$725,501.54

Program Accounts Pilot Program

Account Description	FMV - 10/01/14	Inflow	Outflow	Gain/(Loss)	FMV - 10/31/14
♦ SWC Retirees Scholarship Fund	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00
♦ Micro Enterprise Family Child Care Program	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
♦ SSG Joshua P Mattero Memorial Fnd	\$632.69	\$0.00	\$0.00	\$0.00	\$632.69
♦ Presidents Circle	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
♦ SWC Sun	\$650.00	\$50.00	\$0.00	\$0.00	\$700.00
Totals	\$5,032.69	\$50.00	\$0.00	\$0.00	\$5,082.69