

SOUTHWESTERN COLLEGE FOUNDATION
MEETING AGENDA
Tuesday, November 24, 2015
7:30 a.m. - 8:30 a.m.
LOCATION: BUILDING 210, ROOM 214

1. WELCOME/ CALL TO ORDER – Ricardo A. Macedo
2. APPROVAL OF MINUTES- **ACTION** (Enclosure) - Ricardo A. Macedo
 - A. September 22, 2015
 - B. October 27, 2015
3. GOVERNING BOARD REPORT - Melinda Nish for Nora Vargas, SWC Governing Board Trustee
4. SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.
5. COMMITTEE REPORTS - Ricardo A. Macedo
 - A. Fundraising Committee
 - Afternoon Luncheon - Ricardo A. Macedo/Melyn Acasio
 - Follow-up on Needs Based Scholarship – Ricardo Macedo
6. TREASURERS REPORT - (Enclosure) - Cynthia Reyna
 - A. Financial Report October 2015
7. ADJOURNMENT - Ricardo A. Macedo

Next meeting date: December 15, 2015

SOUTHWESTERN COLLEGE FOUNDATION
MEETING MINUTES
Tuesday, September 22, 2015 ♦ 7:30 a.m. – 9:30 a.m.
LOCATION: BUILDING 210, ROOM 214

Present: Ben Green, Linda Gilstrap, Halé Richardson, Ricardo Macedo, Melinda Nish, Kimberly Grady, Melyn Acasio, Joe Martinez, Holly Hiding, Nora Vargas, Cynthia Reyna, Jean Roesch, Sofia Corona, Jesse Navarro, and Ruben Garcia

Absent: Chayo Moreno, Hank Murphy, Patti Finnegan, David Hoffman, Lorena Victoria, and Mitch Thompson

Guests: Professor Alejandro Orozco

Recorder: Dawn Perez

1. WELCOME / CALL TO ORDER – Ben Green

The meeting was called to order at 7:35 a.m.

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

- A. Motion made by Holly Hiding, seconded by Kimberly Grady and unanimously approved to accept the minutes for May 26, 2015.

3. NEEDS-BASED SCHOLARSHIP PRESENTATION – Ben Green/Melinda Nish/Alejandro Orozco

Professor Orozco shared a letter from a student of his that highlighted the basic needs of many of SWC's students. Ben reminded directors that SWCF set aside \$3,000 last spring to use as one-time funds for a needs-based scholarship. This item will be brought back at a later time once guidelines and criteria can be established. Professor Orozco can be contacted directly if anyone wants to provide assistance to Professor Orozco's student.

4. TREASURER'S REPORT – (Enclosure) – Cynthia Reyna

- A. Financial Report May, June, and July 2015 presented by Cynthia Reyna.

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

Trustee Vargas reported:

- The district passed a tentative budget
- The first joint board meeting with Sweetwater Union High School District in more than 10 years is being held
- The Governing Board approved establishment of the Executive Director of Foundation position

6. REQUEST FOR FUNDS (RFF) FALL 2015 REVIEW – Joe Martinez/Hank Murphy/Ben Green

Joe Martinez reported that the Request for Funds Committee met to review the Fall 2015 applications. He presented an analysis and summary of the applications and funding recommendations to the Foundation Directors. The recommendations were approved (motion made by Ruben Garcia, seconded by Sofia Corona and unanimously approved).

7. FOUNDATION EXECUTIVE DIRECTOR UPDATE – Melinda Nish, Ed.D.

Dr. Nish reported the job posting for the Executive Director of Foundation was posted on September 21st and expected to close on October 26th. Interviews will be held in alignment with Governing Board approval in Nov/Dec. Dr. Nish also stated that she would like Foundation board participation during the interview process.

8. COMMITTEE REPORTS – Ben Green

A. Fundraising Committee

- Fall event, November 6, 2015 – Ricardo Macedo
Ricardo gave an update on the Afternoon Luncheon and asked all directors to provide assistance with selling sponsorships and procuring auction items. Consensus was reached that directors would purchase their own tickets.

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

No additional report

10. ANNUAL MEETING, October 27, 2015 – Ben Green

A. Potential slate of officers:

- Ricardo Macedo-President
- Joe Martinez-Vice President
- Hale Richardson-Secretary
- Cynthia Reyna-Treasurer

11. ADJOURNMENT – Ben Green

The meeting was adjourned at 9:35 a.m.

SOUTHWESTERN COLLEGE FOUNDATION
ANNUAL MEETING MINUTES
Tuesday, October 27, 2015 ♦ 7:30 a.m. – 8:30 a.m.
LOCATION: BUILDING 210, ROOM 214

Present: Ben Green, Linda Gilstrap, Halé Richardson, Ricardo Macedo, Melinda Nish, Melyn Acasio, Joe Martinez, David Hoffman, Jean Roesch, Sofia Corona, and Mitch Thompson

Absent: Chayo Moreno, Kimberly Grady, Hank Murphy, Patti Finnegan, Holly Hidingier, Nora Vargas, Cynthia Reyna, Lorena Victoria, Jesse Navarro, and Ruben Garcia

Recorder: Dawn Perez

1. WELCOME / CALL TO ORDER – Ben Green
The meeting was called to order at 7:35 a.m.
2. APPROVAL OF MINUTES- ACTION (Enclosure) - Ben Green
 - A. September 22, 2015 – postponed until November meeting
3. GOVERNING BOARD REPORT - Nora Vargas, SWC Governing Board Trustee
Dr. Nish reported on behalf of Nora Vargas as follows:
 - The Governing Board passed a board resolution in opposition to unitary water rates. SWC has made great efforts to save water by installing artificial turf and using recycled water for irrigation as well as installing a “smart” irrigation system. New buildings will have a collection system for water run off.
 - Hiring is in full swing. An early incentive option is available to employees and approximately 50 employees are expected to retire/separate from SWC before December 31, 2015.
 - Focusing on students’ first year experience and preparing them for college by encouraging high school students to take math during their senior year and by providing “boot camps” during the summer. Once students start at SWC designated counselors, peer mentors, and embedded classroom tutors are provided.
4. ANNUAL MEETING - Ben Green
 - A. Motion made by David Hoffman, seconded by Mitch Thompson and unanimously approved to accept the slate of officers:
 - President – Ricardo Macedo
 - Vice President – Joe Martinez
 - Secretary – Halé Richardson
 - Treasurer – Cynthia Reyna
5. FOUNDATION EXECUTIVE DIRECTOR UPDATE – Melinda Nish, Ed.D.
Dr. Nish reported that recruitment closed on October 26, 2015 with several applications received. Mitch Thompson and Jean Roesch volunteered to serve on first level committee and Ricardo Macedo will serve on the second level committee.

6. COMMITTEE REPORTS - Ben Green

A. Fundraising Committee

- Afternoon Luncheon, Westgate Hotel, November 6, 2015 - Ricardo Macedo
Melyn reported that as of now we are about 50% sold out. Linda reported who had purchased tables/tickets. Directors were asked to reach out to their contacts for potential sales.

7. TREASURERS REPORT- (Enclosure) - Cynthia Reyna

A. Financial Reports for August and September 2015 were presented by Ben Green.

8. ADJOURNMENT - Ben Green

The meeting was adjourned at 8:26 a.m.

FUNDS SEGREGATION REPORT

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SOUTHWESTERN COLLEGE FOUNDATION

Statement of Financial Position

OCTOBER 2015

(UNAUDITED)

ASSETS

Checking/Savings			
Operating Account	\$	46,439.62	
Money Market Account		<u>45,543.74</u>	
Total Checking/Savings			\$ 91,983.36
Other Current Assets			
Undeposited Fund - 2015 Afternoon Tea		500.00	
Prepaid Expenses Fundraising		<u>2,500.00</u>	
Total Other Current Assets			3,000.00
Other Assets			
Marketable Securities			
Unrestricted		206,266.04	
Temporarily Restricted		<u>685,835.73</u>	
Total Marketable Securities			
Total Other Assets			<u>892,101.77</u>
TOTAL ASSETS			\$ <u>987,085.13</u>

LIABILITIES & NET ASSETS

Other Current Liabilities			
Unearned/Deferred Revenue	\$	2,500.00	
Total Other Current Liabilities			\$ 2,500.00
Accounts Payable			
Accounts Payable		<u>1,194.00</u>	
Total Accounts Payable			<u>1,194.00</u>
Total Liabilities			\$ 3,694.00
Net Assets			
Temp. Restricted Net Assets		732,680.76	
Unrestricted Net Assets		252,719.72	
Net Income		<u>-2,009.35</u>	
Total Net Assets			<u>983,391.13</u>
TOTAL LIABILITIES & NET ASSETS			\$ <u>987,085.13</u>

SOUTHWESTERN COLLEGE FOUNDATION

Profit & Loss

For The Fourth Months Then Ended October 31, 2015

(UNAUDITED)

	<u>Oct'15</u>	<u>Year-to-Date</u>
Ordinary Income/Expense		
Annual Fund - Unrestricted	0.00	1,500.00
Dividend/Interest - Unrestricted	556.52	1,797.05
Dividend/Interest - Temporarily Restricted	1,868.95	6,039.24
Realized gain/loss - Unrestricted	8,862.81	-952.10
Realized gain/loss - Temporarily Restricted	28,297.89	-4,678.18
Direct Public Contributions- Temporarily Rest.	0.00	31.00
Direct Public Contributions- Unrestricted	0.00	2,754.12
Total Income	<u>39,586.17</u>	<u>6,491.13</u>
Gross Profit	39,586.17	6,491.13
Expenses		
Campus Activities/Events	1,200.00	6,650.00
Postage	19.60	19.60
Investment Expense	2,631.10	5,480.88
Total Expense	<u>3,850.70</u>	<u>12,150.48</u>
Net Ordinary Income	<u>35,735.47</u>	<u>-5,659.35</u>
Other Income/Expense: Special Events		
2014 Tea Event		
Income	3,650.00	3,650.00
Expenses	-	-
2014 Tea Event Income	<u>3,650.00</u>	<u>3,650.00</u>
Total Other Income/Expense: Special Events	<u>3,650.00</u>	<u>3,650.00</u>
Net Income	<u><u>39,385.47</u></u>	<u><u>(2,009.35)</u></u>

Southwestern College Foundation
Temporarily Restricted Funds Accounts Detail - 10/01/15 - 10/31/15

Scholarship Funds

Account Description	FMV - 10/01/15	Inflow	Outflow	Gain/(Loss) 0.046	FMV - 10/31/15
♦ Athletic Endowment - 061	\$14,015.20			644.70	\$14,659.90
♦ CAN Scholarship - 032	\$132,787.24		\$0.00	6,108.21	\$138,895.46
♦ Douglas Barnhart Scholarship - 059	\$38,418.95		\$0.00	1,767.27	\$40,186.23
♦ Eastlake Company - 058	\$27,592.65		\$0.00	1,269.26	\$28,861.91
♦ Garden of Giving -037	\$71,824.36		\$0.00	3,303.92	\$75,128.28
♦ Jean Wear Scholarship - 056	\$6,712.02			308.75	\$7,020.77
♦ McMillin Companies - 052	\$31,268.91		\$0.00	1,438.37	\$32,707.28
♦ Metallic Scholarship - 016	\$12,237.24		\$0.00	562.91	\$12,800.15
♦ M. Watkins Scholarship - 036	\$14,820.54			681.74	\$15,502.29
♦ Otay Mesa Child Development - 044	\$17,132.57			788.10	\$17,920.67
♦ Tantalo/Conti Scholarship - 033	\$46,111.95		\$0.00	2,121.15	\$48,233.10
♦ Sarah Riker Scholarship - 046	\$5,221.53			240.19	\$5,461.72
♦ Hayden Stewart Scholarship - 034	\$101,809.17	\$0.00	\$0.00	4,683.22	\$106,492.40
♦ Valenzuela Scholarship - 055	\$13,524.06		\$0.00	622.11	\$14,146.16
♦ WalMart Scholarship -060	\$10,366.32		\$0.00	476.85	\$10,843.17
♦ Luckman Scholarship -066	\$6,193.77			284.91	\$6,478.69
♦ Lassman Scholarship - 054	\$13,467.29	\$0.00	\$0.00	619.50	\$14,086.78
♦ Carolyn Brady Fund - 053	\$92,170.89		\$0.00	4,239.86	\$96,410.75
Totals	\$655,674.69	\$0.00	\$0.00	\$30,161.04	\$685,835.72

Program Accounts Pilot Program

Account Description	FMV - 10/01/15	Inflow	Outflow	Gain/(Loss)	FMV - 10/31/15
♦ SWC Retirees Scholarship Fund	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00
♦ Micro Enterprise Family Child Care Program	\$1,250.00	\$0.00	\$0.00	\$0.00	\$1,250.00
♦ SWC Law Related Program	\$400.00	\$0.00			\$400.00
♦ 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	\$1,225.00	\$0.00	\$0.00	\$0.00	\$1,225.00
Totals	\$6,257.69	\$0.00	\$0.00	\$0.00	\$6,257.69