

SOUTHWESTERN COLLEGE FOUNDATION

MEETING AGENDA

Tuesday, February 23, 2016

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. January 26, 2016
3. INVESTMENT PRESENTATION – Richard Ina, UBS
Annual presentation on investment activities and results.
4. GOVERNING BOARD REPORT – Griselda Delgado, SWC Governing Board Trustee
5. SUPERINTENDENT/PRESIDENT REPORT – Angelica Suarez, Ph.D., Acting Superintendent/President
6. TREASURERS REPORT – (Enclosure) – Cynthia Reyna
 - A. Financial Report January 2016
7. COMMITTEE REPORTS – Ricardo A. Macedo
 - A. Nominating Committee – **ACTION** – Jesse Navarro and Ruben Garcia
 - Renew Hank Murphy's board term through February 2019
 - B. Request for Funds Committee – **ACTION** – Joe Martinez
 - Board will consider approving recommended award recipients
 - C. Fundraising Committee – Melyn Acasio
 - 2016 Golf Tournament, May 6
 - 2016 Luncheon, November 4
8. EXECUTIVE DIRECTOR REPORT– Zaneta Encarnacion
 - A. Retreat, March 12
 - B. Alumni Festival, March 11
9. ADJOURNMENT – Ricardo A. Macedo

Next meeting date: March 22, 2016

Item #2.A

Draft Meeting Minutes for January 26, 2016

SOUTHWESTERN COLLEGE FOUNDATION

MEETING MINUTES

Tuesday, January 26, 2016

7:30 a.m. – 8:30 a.m.

LOCATION: BUILDING 210, ROOM 214

Present: Ben Green, Holly Hiding, Ricardo Macedo, Melinda Nish, Melyn Acasio, Joe Martinez, Cynthia Reyna, Lorena Victoria, Ruben Garcia, Hank Murphy, Mitch Thompson, Halé Richardson, Griselda Delgado, David Hoffman, Chayo Moreno, and Zaneta Encarnacion

Absent: Patti Finnegan, Jean Roesch, Kimberly Grady, and Sofia Corona

Recorder: Dawn Perez

1. WELCOME/ CALL TO ORDER – Ricardo A. Macedo
The meeting was called to order at 7:39 a.m. Ricardo introduced Griselda Delgado as the Governing Board's new representative to SWCF and Zaneta Encarnacion as the newly hired executive director.
2. APPROVAL OF MINUTES- **ACTION** (Enclosure) – Ricardo A. Macedo
A. Motion made by David Hoffman, seconded by Halé Richardson and unanimously approved to accept the minutes from December 15, 2015.
3. EXECUTIVE DIRECTOR INTRODUCTION/REPORT– Zaneta Encarnacion
A. Spring Board Retreat – Saturday, March 12
 - Location–Group is leaning towards holding the event at Liberty Station as long as the space is available and will meet our needs.
 - Ad-hoc Committee–Ricardo, Joe, Ben, anyone is welcome to join the committee.
B. All-Alumni Event, San Diego Gulls – Friday, March 11
Regional community college foundations are joining together to hold a regional "outreach festival" for community college alumni. The event will be held on March 11th at the San Diego Gulls game. The names of alumni who attend will be provided to their former college/s (up to two community colleges may be selected by alumni). Dr. Nish added that the Chancellor's Office is pushing for community colleges to collaborate more on a regional basis.
4. GOVERNING BOARD REPORT – Griselda Delgado, SWC Governing Board Trustee
Ms. Delgado stated that she is very happy to work with SWCF. Trustees will be attending the ACCT Conference in Washington DC next week.
5. SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.
Dr. Nish reported as follows:
 - SWC is in the first year of a compressed calendar (16-week long semesters). This allows for a 4-week intersession in January.
 - Delegation to Washington DC will be pushing to get Pell grants reinstated for summer semester.

- Dr. Nish and trustees will be traveling to Sacramento to talk with legislators about increasing the Cal Grant B&C funding levels.
 - CA Community College Chancellor is retiring. A nationwide search is in progress.
 - SWC had 55 employees retire in December and SWC is going through a lot of hiring.
6. TREASURERS REPORT – (Enclosure) – Cynthia Reyna
- A. Financial Report December 2015 was presented by Cynthia Reyna.
7. COMMITTEE REPORTS – Ricardo A. Macedo
- A. Fundraising Committee – Melyn Acasio
- 2016 Golf Tournament
Melyn reported that we have a goal of 120 golfers and discussed sponsorship levels that will be available. Promotion materials will be forwarded via email as soon as ready.
Melyn asked directors to begin thinking about the type of event to hold in the fall.
- B. Nominating Committee – **ACTION** (Enclosure) – Ruben Garcia/Jesse Navarro
- Motion made by Holly Hidinger, seconded by Cynthia Reyna to accept the nomination for new board member applicant, Lisa Johnson.
 - Director's asked that the application form/packet be revised to be more relevant.
8. BOARD MEMBER RECOGNITION – Ricardo A. Macedo
- The Board acknowledged and thanked Holly Hidinger for her 15 years of service on SWCF's board.
9. ADJOURNMENT – Ricardo A. Macedo
- The meeting adjourned at 8:34 a.m.

Item #6.A
Financial Report January 2016

SOUTHWESTERN COLLEGE FOUNDATION

FUNDS SEGREGATION REPORT

01/01/16 - 01/31/16

Account Name	Fair Market Value as of January 1, 2016	Inflow	Outflow	Gain/(Loss)	Fair Market Value as of January 31, 2016
Unrestricted Funds Accounts					
UBS Brokerage Accounts	\$202,967.06	\$0.00	\$2,651.28	-\$4,248.94	\$196,066.84
Seacoast Commerce Bank Checking	\$63,510.18	\$14,105.03	\$19,671.86	\$0.00	\$57,943.35
Seacoast Commerce Bank Savings	\$45,555.16	\$5.80	\$0.00	\$0.00	\$45,560.96
Sub-Totals	\$312,032.40	\$14,110.83	\$22,323.14	-\$4,248.94	\$299,571.15
Temporarily Restricted Funds Accounts					
UBS Brokerage Account (See Attachment for Scholarship Funds Breakdown)	\$674,899.39	\$6.00	\$0.00	-\$14,847.79	\$660,057.60
Seacoast Commerce Bank Checking (See Attachment for Pilot Program Accounts Breakdown)	\$6,332.69	\$25.00	\$400.00	\$0.00	\$5,957.69
Sub-Totals	\$681,232.08	\$31.00	\$400.00	-\$14,847.79	\$666,015.29
Total Funds Accounts	\$993,264.48	\$14,141.83	\$22,723.14	-\$19,096.73	\$965,586.44

SOUTHWESTERN COLLEGE FOUNDATION

Statement of Financial Position

JANUARY 2016

(UNAUDITED)

ASSETS

Checking/Savings			
Operating Account	\$	63,901.04	
Money Market Account		<u>45,560.96</u>	
Total Checking/Savings			\$ 109,462.00
Other Current Assets			
Prepaid Expenses Fundraising- Golf T.		<u>750.00</u>	
Total Other Current Assets			750.00
Other Assets			
Marketable Securities			
Unrestricted		196,066.83	
Temporarily Restricted		<u>660,057.61</u>	
Total Marketable Securities			
Total Other Assets			<u>856,124.44</u>
TOTAL ASSETS			\$ <u>966,336.44</u>

LIABILITIES & NET ASSETS

Net Assets			
Temp. Restricted Net Assets		732,680.76	
Unrestricted Net Assets		252,719.72	
Net Income		<u>-19,064.04</u>	
Total Net Assets			<u>966,336.44</u>
TOTAL LIABILITIES & NET ASSETS			\$ <u>966,336.44</u>

SOUTHWESTERN COLLEGE FOUNDATION

Profit & Loss

For The Seven Months Then Ended January 31, 2016

(UNAUDITED)

	<u>Jan'16</u>	<u>Year-to-Date</u>
Ordinary Income/Expense		
Annual Fund - Unrestricted	0.00	1,750.00
Dividend/Interest - Unrestricted	302.84	3,185.32
Dividend/Interest - Temporarily Restricted	1,019.64	10,704.15
Realized gain/loss · Unrestricted	-4,551.78	-9,870.30
Realized gain/loss · Temporarily Restricted	-15,861.63	-35,127.99
Direct Public Contributions- Temporarily Rest.	31.00	-245.00
Direct Public Contributions- Unrestricted	1,099.03	11,062.39
Total Income	<u>-17,960.90</u>	<u>-18,541.43</u>
Gross Profit	<u>-17,960.90</u>	<u>-18,541.43</u>
Expenses		
Bank Fees	0.00	739.27
Campus Activities/Events	15,569.86	29,919.86
Outside Services	1,332.00	9,824.00
Stipends	0.00	900.00
Postage	0.00	42.92
Taxes and Fees	20.00	105.00
Investment Expense	2,645.28	8,126.16
Total Expense	<u>19,567.14</u>	<u>49,657.21</u>
Net Ordinary Income	<u>-37,528.04</u>	<u>-68,198.64</u>
Other Income/Expense: Special Events		
2015 Afternoon Luncheon		
Income	13,000.00	64,131.00
Expenses	-	14,996.40
2015 Afternoon Luncheon	<u>13,000.00</u>	<u>49,134.60</u>
Total Other Income/Expense: Special Events	<u>13,000.00</u>	<u>49,134.60</u>
Net Income / Loss	<u><u>(24,528.04)</u></u>	<u><u>(19,064.04)</u></u>

Southwestern College Foundation
Temporarily Restricted Funds Accounts Detail - 01/01/16 - 01/31/16

Scholarship Funds

Account Description	FMV - 01/01/16	Inflow	Outflow	Gain/(Loss) -0.022	FMV - 01/31/16
♦ Athletic Endowment - 061	\$14,425.75			(317.37)	\$14,108.39
♦ CAN Scholarship - 032	\$136,677.02		\$0.00	(3,006.89)	\$133,670.12
♦ Douglas Barnhart Scholarship - 059	\$39,544.37		\$0.00	(869.98)	\$38,674.40
♦ Eastlake Company - 058	\$28,400.93		\$0.00	(624.82)	\$27,776.11
♦ Garden of Giving -037	\$73,928.34		\$0.00	(1,626.42)	\$72,301.91
♦ Jean Wear Scholarship - 056	\$6,908.63			(151.99)	\$6,756.64
♦ McMillin Companies - 052	\$32,184.88		\$0.00	(708.07)	\$31,476.81
♦ Metallic Scholarship - 016	\$12,595.71		\$0.00	(277.11)	\$12,318.60
♦ M. Watkins Scholarship - 036	\$15,254.68			(335.60)	\$14,919.08
♦ Otay Mesa Child Development - 044	\$17,634.44			(387.96)	\$17,246.48
♦ Tantalo/Conti Scholarship - 033	\$47,462.72		\$0.00	(1,044.18)	\$46,418.54
♦ Sarah Riker Scholarship - 046	\$5,374.49			(118.24)	\$5,256.25
♦ Hayden Stewart Scholarship - 034	\$104,809.33	\$6.00	\$0.00	(2,305.81)	\$102,509.53
♦ Valenzuela Scholarship - 055	\$13,920.22		\$0.00	(306.24)	\$13,613.98
♦ WalMart Scholarship -060	\$10,669.99		\$0.00	(234.74)	\$10,435.25
♦ Luckman Scholarship -066	\$6,375.21			(140.25)	\$6,234.96
♦ Lassman Scholarship - 054	\$13,861.79	\$0.00	\$0.00	(304.96)	\$13,556.83
♦ Carolyn Brady Fund - 053	\$94,870.88		\$0.00	(2,087.16)	\$92,783.72
Totals	\$674,899.39	\$6.00	\$0.00	-\$14,847.79	\$660,057.60

Program Accounts Pilot Program

Account Description	FMV - 01/01/16	Inflow	Outflow	Gain/(Loss)	FMV - 01/31/16
♦ 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		\$0.00
♦ 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	\$1,300.00	\$25.00	\$0.00	\$0.00	\$1,325.00
Totals	\$6,332.69	\$25.00	\$400.00	\$0.00	\$5,957.69