

**SOUTHWESTERN COLLEGE FOUNDATION
MEETING MINUTES
Tuesday, May 27, 2014 ♦ 7:30 a.m. – 8:30 a.m.**

Present: Melyn Acasio, Jean Roesch, Melinda Nish, Ben Green, Linda Gilstrap, Chayo Moreno, Mitch Thompson, Ricardo Macedo, Patti Finnegan, Joe Martinez, Jesse Navarro, David Hoffman, Cynthia Reyna and Nora Vargas.

Absent: Kimberly Paul, Holly Hidingier, Hank Murphy, and Ruben Garcia.

Recorder: Dawn Perez

1. WELCOME / CALL TO ORDER – Ben Green

President Green called the meeting to order at 7:35 a.m. and welcomed everyone.

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

- A. Motion made by Jesse Navarro, seconded by Melyn Acasio and unanimously approved to accept the minutes for April 22, 2014.

3. TREASURERS REPORT – ACTION (Enclosure) – Cynthia Reyna

- A. Cynthia Reyna presented the Financial Report for April 2014.

4. COMMITTEE REPORTS – Ben Green

- A. Nominating Committee – **ACTION – (Enclosure)** – Ruben Garcia/Jesse Navarro

1. Motion made by Patti Finnegan, seconded by Cynthia Reyna to accept the nomination of Lorena Victoria to serve as a SWC Foundation director.
2. Motion made by Patti Finnegan, seconded by David Hoffman to accept the nomination of Vanessa Coffeen McEvoy to serve as a SWC Foundation director.

- B. Fundraising Committee

1. Golf Tournament 2014 – Patti Finnegan
 - Net proceeds fell short of the \$30,000 goal. The Board should consider if the outcome is worth the time and effort of volunteers and staff.
2. Afternoon Tea, Westgate Hotel, November 14, 2014 – Melyn Acasio/Mitch Thompson
 - Save the Date cards will be out shortly. Tickets will be \$125 and sponsorships will be available.

5. REQUEST FOR FUNDS FUNDING PLAN –ACTION – Joe Martinez

- A. Discussion took place regarding the authorization of funds for the Fall semester especially in light of the fact that the proceeds from the Afternoon Tea fundraising event will not be available until November and Requests for Funds will be submitted by campus groups in August/September. Motion made by David Hoffman, seconded by Jesse Navarro to authorize \$15,000 funding for Requests for Funds Fall Semester 2014. Motion carried with a vote of 6 aye, 3 no.

As a result of the Request for Funds discussion Trustee Vargas sought volunteers to organize a subcommittee for developing an Alumni Association. Trustee Vargas will take the lead in organizing this meeting and the following directors volunteered to serve on the subcommittee: Jesse Navarro, Joe Martinez, Chayo Moreno, Jean Roesch, and Mitch Thompson.

6. ANNUAL CALENDAR – Ben Green

- A. Staff will check with Hank Murphy to see if there is a specific day of the month that he is not available to attend. Trustee Vargas added that she has a conflict with the current day/time and she would be receptive to a different day. A room change is also being looked into.

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

Trustee Vargas reported:

- A budget presentation will be held 5/28
- Commencement will be 6/3 at Sleep Train Amphitheatre
- Governing Board self-evaluation on 6/21

8. **SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.**

Dr. Nish reported:

- 15 new tenure track faculty are being hired.
- A new vice president for Human Resources has been hired.
- Dr. Nish is working with Ben and Linda on a job description for a Foundation Executive Director. She stated that she has conducted research on staffing resources for California community college foundations and for a district our size the ideal staffing would be 5 personnel, 2 executives and 3 staff.
- Self-evaluation and evaluation process is taking place for the Superintendent/President, Governing Board and the College (accreditation process).

Note: A special meeting may be called during the summer.

9. **ADJOURNMENT – Ben Green**

Meeting adjourned at 8:29 a.m.