

**SOUTHWESTERN COLLEGE FOUNDATION
MEETING AGENDA
Tuesday, February 24, 2015 ♦ 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. January 27, 2015
3. **GOVERNING BOARD REPORT – Nora Vargas, SWC Governing Board Trustee**
4. **TREASURERS REPORT – (Enclosure) – Cynthia Reyna**
 - A. Financial Report January 2015
5. **REQUEST FOR FUNDS – Joe Martinez/Hank Murphy**
 - A. Request for Funds Spring 2015 Analysis/Summary – **ACTION**
 - B. San Ysidro Health Center Gala Gift Basket
6. **ANNUAL FUND – Linda Gilstrap**
7. **COMMITTEE REPORTS – Ben Green**
 - A. Fundraising Committee – Melyn Acasio
 - Garden Party–discussion regarding location and date (November 6, 2015)
 - Golf Tournament 2015
 - B. Nominating Committee – **ACTION –Ruben Garcia/Jesse Navarro**
 - Renew Melyn Acasio term to March 2018
 - Renew Benjamin S. Green term to March 2018
 - Renew Joseph Martinez term to September 2017
 - Renew Mitch Thompson term to October 2017
8. **SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.**
9. **ADJOURNMENT – Ben Green**

Next meeting date: March 24, 2015

**SOUTHWESTERN COLLEGE FOUNDATION
MEETING MINUTES
Tuesday, January 27, 2015 ♦ 7:30 a.m. – 8:30 a.m.**

Present: Cynthia Reyna, Melyn Acasio, Chayo Moreno, Melinda Nish, Ricardo Macedo, Ben Green, Jesse Navarro, Linda Gilstrap, Ruben Garcia, Holly Hidingier and Lorena Victoria

Absent: Jean Roesch, Nora Vargas, Hank Murphy, Joe Martinez, David Hoffman, Kimberly Grady, Sofia Corona, Patti Finnegan and Mitch Thompson

Recorder: Dawn Perez

1. WELCOME / CALL TO ORDER – Ben Green

The meeting was called to order at 7:40 a.m.

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

- A. Motion made by Ruben Garcia, seconded by Jesse Navarro and unanimously approved to accept the minutes for December 16, 2014.

3. TREASURERS REPORT – (Enclosure) – Cynthia Reyna

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

4. SWC GOVERNING BOARD SPECIAL MEETING – Melinda Nish, Ed.D.

- Dr. Nish informed Foundation directors that a presentation to the SWC Governing Board regarding Institutional Advancement is in the planning stages. She is asking Foundation directors to attend this workshop. She will stay in touch with directors regarding a firm date/time for the workshop. Timing is getting better and auxiliary revenue is becoming available and Dr. Nish hopes to earmark some of this revenue for Institutional Advancement.

5. COMMITTEE REPORTS – Ben Green

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

- Consider the nomination of Mora de Murguia to the Board of Directors. Nominated by Melyn Acasio. **NOTE:** Mora de Murguia withdrew her application at this time. She will resubmit her application if/when her schedule allows.

B. Fundraising Committee

- Garden Party
Lorena Victoria and Ricardo Macedo have agreed to co-chair the Garden party event. Cynthia /Reyna will be the Auction chair. The last two Fridays in September were suggested.
- Golf Tournament 2015 – Patti Finnegan
Hank Murphy and Ben Green are co-chairs. The save the date cards have been sent out through the Chula Vista and National City Chambers of Commerce.

C. Executive Committee – Ben Green

- Operating Budget
An operating budget in draft form was presented to the directors.
- Fundraising Goals 2015-16
Linda Gilstrap reported that two special events and an annual fund comprise the fundraising plan. She also brought attention to the financial support provided by the district. Holly Hidingier asked if an invoice could be sent out quarterly to the directors as a reminder for their minimum annual \$250 commitment to the annual fund.
- College Fundraising Policy/Procedures-draft (Enclosure)
Dr. Nish provided some history on how the various college programs have raised funds for their individual programs. In her view not utilizing the Foundation could be problematic for donors and the district. That is the purpose of developing the new policy and procedure. July 1, 2015 is the goal for implementation.

- Request for Funds/ SODA Spring 2015 Funding Amount – **(ACTION)**
Motion made by Ruben Garcia, seconded by Jesse Navarro and unanimously approved to allocate funding at \$7,000 for spring 2015 Request for Funds, Student of Distinction Awards (SODA) at \$15,000 and \$3,000 for student merit/need.

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

Dr. Nish reported on behalf of Trustee Vargas that Griselda Delgado is the new board member. 4 of the 5 board members and Dr. Nish spent time in Sacramento receiving orientation. This is the best budget that has been seen in some time. Much of the funding is categorical for student success and student equalization.

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

- Dr. Nish thanked Holly Hidingier for her input regarding the gift policy
- Most colleges are reporting “softer” enrollment this semester. The reasons for this are 1) more classes are being offered; 2) many students are currently employed; and 3) non-repeatability of courses has been implemented in some courses. We are currently at 85% capacity.
- Prop R building plan will result in many new building openings beginning in August 2016.

8. **ADJOURNMENT – Ben Green**

The meeting adjourned at 8:36 a.m.

SOUTHWESTERN COLLEGE FOUNDATION

FUNDS SEGREGATION REPORT

01/01/15 - 01/31/15

Account Name	Fair Market Value as of January 01,2015	Inflow	Outflow	Gain/(Loss)	Fair Market Value as of January 31, 2015
Unrestricted Funds Accounts					
UBS Brokerage Accounts	\$167,508.03	\$0.00	\$2,717.56	-\$1,933.60	\$162,856.88
Wells Fargo Checking	-\$200.00	\$200.00	\$0.00	\$0.00	\$0.00
Seacoast Commerce Bank Checking	\$30,735.03	\$20,512.04	\$13,320.60	\$0.00	\$37,926.47
Seacoast Commerce Bank Savings	\$45,486.88	\$5.79	\$0.00	\$0.00	\$45,492.67
Sub-Totals	\$243,529.94	\$20,717.83	\$16,038.16	-\$1,933.60	\$246,276.02
Temporarily Restricted Funds Accounts					
UBS Brokerage Account (See Attachment for Scholarship Funds Breakdown)	\$734,823.13	\$6.00	\$0.00	-\$10,287.52	\$724,541.61
Seacoast Commerce Bank Checking (See Attachment for Pilot Program Accounts Breakdown)	\$5,132.69	\$525.00	\$0.00	\$0.00	\$5,657.69
Sub-Totals	\$739,955.82	\$531.00	\$0.00	-\$10,287.52	\$730,199.30
Total Funds Accounts	\$983,485.76	\$21,248.83	\$16,038.16	-\$12,221.12	\$976,475.31

SOUTHWESTERN COLLEGE FOUNDATION

Statement of Financial Position

JANUARY 31, 2015

(UNAUDITED)

ASSETS

Checking/Savings

Operating Account \$ 43,584.16

Money Market Account 45,492.67

Total Checking/Savings \$ 89,076.83

Accounts Receivable

Returned Ck Hernandez for SWCB 2010 512.79

Total Accounts Receivable 512.79

Other Assets

Marketable Securities

Unrestricted 162,856.87

Temporarily Restricted 724,541.61

Total Marketable Securities

Total Other Assets 887,398.48

TOTAL ASSETS \$ 976,988.10

LIABILITIES & NET ASSETS

Total Liabilities

Net Assets

Temp. Restricted Net Assets 733,423.76

Unrestricted Net Assets 215,927.52

Net Income 27,636.82

Total Equity 976,988.10

TOTAL LIABILITIES & NET ASSETS \$ 976,988.10

SOUTHWESTERN COLLEGE FOUNDATION**Profit & Loss****For The Seven Months Then Ended January 31, 2015****(UNAUDITED)**

	<u>Jan'15</u>	<u>Year-to-Date</u>
Ordinary Income/Expense		
Annual Fund - Unrestricted	0.00	2,890.36
Annual Fund - Temporarily Restricted	0.00	550.00
Dividend/Interest - Unrestricted	248.98	4,456.63
Dividend/Interest - Temporarily Restricted	1,140.03	16,013.31
Realized gain/loss - Unrestricted	-2,182.58	-3,156.08
Realized gain/loss - Temporarily Restricted	-11,421.76	-10,378.35
Direct Public Contributions- Temporarily Rest.	531.00	805.00
Direct Public Contributions- Unrestricted	1,156.04	8,090.23
Total Income	<u>-10,528.29</u>	<u>19,271.10</u>
Gross Profit	-10,528.29	19,271.10
Expenses		
Bank Fees	0.00	725.66
Campus Activities/Events	1,000.00	12,566.88
Outside Services	0.00	6,894.00
Stipends	150.00	1,100.00
Hospitality	0.00	162.75
Postage	19.60	19.60
Taxes and Fees	0.00	80.00
Investment Expense	2,711.56	8,080.57
Membership & Dues	0.00	800.00
Total Expense	<u>3,881.16</u>	<u>30,429.46</u>
Net Ordinary Income	<u>-14,409.45</u>	<u>-11,158.36</u>
Other Income/Expense: Special Events		
2014 Tea Event		
Income	7,500.00	53,060.00
Expenses	-	14,264.82
2014 Tea Event Income	<u>7,500.00</u>	<u>38,795.18</u>
Total Other Income/Expense: Special Events	7,500.00	38,795.18
Net Income	<u><u>-6,909.45</u></u>	<u><u>27,636.82</u></u>

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

Scholarship Funds

Account Description	FMV - 01/01/15	Inflow	Outflow	Gain/(Loss) -0.014	FMV - 01/31/15
♦ Athletic Endowment - 061	\$14,840.78			(207.77)	\$14,633.01
♦ CAN Scholarship - 032	\$140,609.24		\$0.00	(1,968.53)	\$138,640.71
♦ Douglas Barnhart Scholarship - 059	\$42,673.59			(597.43)	\$42,076.16
♦ Eastlake Company - 058	\$31,707.43		\$0.00	(443.90)	\$31,263.53
♦ Garden of Giving -037	\$79,060.47		\$0.00	(1,106.85)	\$77,953.62
♦ Jean Wear Scholarship - 056	\$7,107.40			(99.50)	\$7,007.89
♦ McMillin Companies - 052	\$34,604.48		\$0.00	(484.46)	\$34,120.02
♦ Metallic Scholarship - 016	\$13,555.55			(189.78)	\$13,365.77
♦ M. Watkins Scholarship - 036	\$15,693.56			(219.71)	\$15,473.85
♦ Otay Mesa Child Development - 044	\$18,141.79			(253.99)	\$17,887.80
♦ Tantalo/Conti Scholarship - 033	\$49,823.99		\$0.00	(697.54)	\$49,126.46
♦ Sarah Riker Scholarship - 046	\$5,529.12			(77.41)	\$5,451.71
♦ Hayden Stewart Scholarship - 034	\$109,755.50	\$6.00	\$0.00	(1,536.58)	\$108,224.92
♦ Valenzuela Scholarship - 055	\$16,810.11		\$0.00	(235.34)	\$16,574.77
♦ WalMart Scholarship -060	\$11,474.84		\$0.00	(160.65)	\$11,314.20
♦ SCEA Scholarship - 065	\$6,798.87			(95.18)	\$6,703.69
♦ Luckman Scholarship -066	\$6,558.63			(91.82)	\$6,466.81
♦ Lassman Scholarship - 054	\$14,952.06	\$0.00	\$0.00	(209.33)	\$14,742.73
♦ Carolyn Brady Fund - 053	\$115,125.72			(1,611.76)	\$113,513.96
Totals	\$734,823.13	\$6.00	\$0.00	-\$10,287.52	\$724,541.61

Program Accounts Pilot Program

Account Description	FMV - 01/01/15	Inflow	Outflow	Gain/(Loss)	FMV - 01/31/15
♦ SWC Retirees Scholarship Fund	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00
♦ Micro Enterprise Family Child Care Program	\$1,000.00	\$500.00	\$0.00	\$0.00	\$1,500.00
♦ 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	\$750.00	\$25.00	\$0.00	\$0.00	\$775.00
Totals	\$5,132.69	\$525.00	\$0.00	\$0.00	\$5,657.69