

SOUTHWESTERN COLLEGE FOUNDATION

MEETING MINUTES

Tuesday, April 26, 2016

7:30 a.m. – 8:30 a.m.

LOCATION: BUILDING 210, ROOM 214

Present: Ben Green, Ricardo Macedo, Lorena Victoria, Melyn Acasio, Joe Martinez, Ruben Garcia, Cynthia Reyna, Griselda Delgado, Chayo Moreno, Halé Richardson, Zaneta Encarnacion, Jean Roesch, and Lisa Johnson

Absent: Sofia Corona, David Hoffman, Mitch Thompson, Kimberly Grady, Melinda Nish, Patti Finnegan, Jesse Navarro, and Hank Murphy

Guest: Kathy Tyner attended as a representative for Dr. Nish

Recorder: Dawn Perez

1. WELCOME/ CALL TO ORDER–Ricardo A. Macedo
The meeting was called to order at 7:35 am.
2. APPROVAL OF MINUTES- **ACTION** (Enclosure)–Ricardo A. Macedo
 - A. Motion made by Griselda Delgado, seconded by Melyn Acasio and approved with one abstention from Lisa Johnson, to accept the meeting minutes of March 22, 2016.
3. BOARD REPORTS
 - A. GOVERNING BOARD REPORT–Griselda Delgado, SWC Governing Board Trustee
Trustee Delgado reported as follows:
 - A second joint meeting between the boards of Sweetwater Union High School District (SUHSD) and Southwestern Community College District (SCCD) is being held this evening in an effort to strengthen the relationship between the two entities. Two issues are in front of them; 1) data sharing between the two districts and 2) the adult education block grant.
 - The RISE Program was announced this week. This program is a relationship between SUHSD and San Diego State University (SDSU) and will allow SUHSD students who are COMPACT ready to pursue the teacher credential program in math, science or special education at SDSU and they will be guaranteed employment as a teacher with SUHSD upon completion.
 - Trustee Delgado thanked the Foundation directors for their support and awarding of the SODA awards and other scholarships. She further stated that 140 students received scholarships at the annual Student Awards Ceremony.
 - B. SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D., Superintendent/President
 - VP Tyner reported on behalf of Dr. Nish that SWC hosted a “College Preview Day” event with 600 SUHSD students attending. Campus tours and opportunities to sit in on actual college classes were available to the students. They also were able to attend a Festival of Nations sponsored by SWC’s

Associated Student Organization (ASO).

C. EXECUTIVE DIRECTOR REPORT – Zaneta Salde Encarnacion, MPA

Zaneta reported as follows:

- In full recruitment mode for the two Foundation positions with the expectation that they will go to Governing Board for approval in May with anticipated start dates in early June.
- The executive committee is working on a budget process.
- There are two new scholarship funds in the process of being established.
- The Blackbaud constituent management software contract will be on the governing board agenda in May.
- The MSE scholarship celebration will be on May 6th if anyone wants to attend.

D. TREASURERS REPORT – (Enclosure) – Cynthia Reyna

- i. Cynthia presented the Financial Report March 2016.

4. NEW BUSINESS

A. Memorandum of Understanding with Southwestern College

- i. [Action] Consider approval of agreement incorporating college stakeholder feedback.
 - Zaneta went through the draft agreement explaining the edits by college stakeholders. Discussion took place ending with the consensus that Zaneta and Joe Martinez will further massage the language and seek college stakeholder feedback. Governing Board approval will be sought in June.

B. Executive Committee

- i. [Action] Consider approval of recommendation to request legal services
 - A motion made by Lisa Johnson, seconded by Halé Richardson and unanimously approved to issue a “request for proposals” for legal services to assist in reviewing and updating of operational documents, such as by-laws, policies, articles of incorporations, etc.

C. Finance Committee

- i. [Action] Consider approval of recommendation to change fund structure
 - A motion made by Ruben Garcia, seconded by Lisa Johnson to open a second checking account at Seacoast Commerce Bank to house funds designated for a specific use otherwise known as restricted funds. The motion was approved with Melyn Acasio abstaining from conversation and vote.

D. Fundraising Committee

- i. Update on golf tournament
 - A 32% profit is being shown thus far for this year’s golf tournament. Halé suggested that the Foundation invoice HomeFed in the amount of \$400 to purchase raffle “fillers.” Four golf foursomes are still available before the event is sold out.
- ii. Announce location and theme for Fall luncheon

The fall luncheon will be held at Coasterra on November 4th and will be promoted as the “Annual Jaguar Award’ in which an honoree will be selected for his/her contributions to the South Bay community.

5. GUEST SPEAKER

A. Caleb Henderson, Scholarship Recipient

Mr. Henderson's time was rescheduled for the May board meeting, however, Zaneta read some comments received from scholarship recipients as to how the scholarship has made a difference in their lives.

6. ANNOUNCEMENTS

None

7. ADJOURNMENT—Ricardo A. Macedo

The meeting was adjourned at 8:44 a.m.