



## **MEETING MINUTES**

Tuesday, March 21, 2017

7:30 AM - 9:00 AM

Room 214, Chula Vista Campus

1. **WELCOME/ CALL TO ORDER**—Ricardo A. Macedo
  - A. Meeting called to order at 7:39 am – Macedo
  - B. Foundation Board Members Present: Melyn Acasio, Sofia Corona, Kimberly Grady, Lisa Johnson, Ricardo Macedo, Joseph Martinez, Chayo Moreno, Jean Roesch, Mitch Thompson and Heather Daud Rubio
  - C. Foundation Board Members Absent: Patti Finnegan, Ruben Garcia, Benjamin Green, David Hoffman, Hank Murphy, Jesse Navarro, Cynthia Reyna and Hale Richardson
  - D. SWC Advisors and Staff: Kindred Murillo, Patti Larkin, Zaneta Encarnacion, Alison Hunter and Debbie Dyer
  - E. Guests: Abdimalik Buul, Leah Richie, Tayla Webb, Malik Tyler, Everett Cabrillo
2. **APPROVAL OF MINUTES** – Ricardo A. Macedo
  - A. Roesch moved to approve minutes, Grady seconded, Thompson abstained and the motion carried.
3. **NEW BUSINESS: Tour Update – HBCU Black College Tour – Spring Break 2016** –
  - A. Item was taken out of order to accommodate student's class schedules.
  - B. Presented by: Abdimalik Buul, Leah Richie, Tayla Webb, Malik Tyler, Everett Cabrillo
  - C. Foundation awarded a mini-grant in Fall of 2016 to fund a tour of Historically Black Colleges and Universities. The tour consisted of 6 colleges.
  - D. Students shared their tour experiences and stated that the tour was "life changing".
  - E. In Spring 2017, a new group of students will be visiting six new universities in the DC Metropolitan area.
  - F. Encarnacion thanked the Board for raising money at 2016 Golf Tournament that funded the Fall 2016 mini grant program, of which the HBCU Black College Tour was included. She also encouraged students to come out to the 2017 Golf Tournament to meet the donors.
  - G. Encarnacion thanked Buul for his leadership, commitment to the SWC community and the coordination of these tours.
4. **PUBLIC COMMENT**
  - A. No Public comment.
5. **BOARD REPORTS**
  - A. **GOVERNING BOARD REPORT** – Nora Vargas – Encarnacion extended Vargas' regrets for not being able to attend. Vargas had pressing deadlines at work.

- i. Murillo presented the Governing Board was holding a workshop on the fourth Student Success Summit where they will be discussing challenges and barriers that keep SWC students from being successful.

B. SUPERINTENDENT/PRESIDENT REPORT – Kindred Murillo, Ed.D.

- i. Accreditation team is on campus. Murillo expressed appreciation for all the support that the Foundation has provided during the accreditation process.
- ii. Thompson noted that (10) SWC students attended an Otay Water District Board meeting where they expressed and articulated very well in the public forum.

C. EXECUTIVE DIRECTOR REPORT – Zaneta Salde Encarnacion

- i. Encarnacion presented the board members with a Board Information form and asked them to complete it so that the Foundation Office can update the contact information file.
- ii. Encarnacion stated that an end of the year budget will be presented at the next board meeting.
- iii. Alumni and retiree focus groups to be scheduled.
- iv. Executive Committee would like to add an Investment manager to the Foundation Board. Board members were encouraged to send referrals to staff.

D. TREASURERS REPORT – Ricardo Macedo on behalf of Cynthia Reyna

- i. Financial health is positive and continues to grow.
- ii. Investment earnings continue to increase.

6. NEW BUSINESS

A. SWC CARES Emergency Grants Presentation – Patti Larkin

- i. Larkin presented the SWC Cares program, which assists college students who are facing unforeseen financial challenges.
- ii. Program is jointly funded by the Foundation and the Association of Student Organizations.
- iii. Larkin thanked the Foundation Board for their support of the students and the SWC Cares program.
- iv. SWC Cares website will allow resources to be easy to find by students, i.e. access to food, personal wellness, safety legal and immigration resources, resources for homeless, childcare and home support.
- v. Students must be enrolled in 6 units a semester and have a verifiable emergency.
- vi. Limit is 1 emergency grant per year.

B. Request to Serve as Fiscal Agent on Grant Application

- i. Encarnacion reported the SBDC pulled their request for fiscal sponsorship to not create internal conflicts for funding source.
- ii. The Center for Contracting Solutions requests fiscal sponsorship for a grant application to Wells Fargo.
  - 1. Thompson moved to approve the withdrawal of the application, Acasio seconded and the motion passed.

C. Endowment Policy & Fund Agreements

- i. Discussion regarding Endowment Policy and Fund agreements. Encarnacion thanked the executive committee for all their work on the Endowment Policy and Fund Agreements.

- ii. Macedo thanked Encarnacion, Martinez and Green for all their hard work.
  - 1. Johnson moved to approve. Moreno seconded and the motion carried.

D. Fundraising Committee Report

- i. 2017 Golf Tournament, May 12, 2017 – Melyn Acasio
  - 1. 90+ golfers confirmed
  - 2. 35K gross revenue
  - 3. Acasio thanked Sycuan for their continued support.
  - 4. Encarnacion will send out Golf Package to the Board, via email.
  - 5. “Hole Sponsors” is new sponsorship level to create an opportunity for businesses to promote their product or service and students to showcase their work.

7. ANNOUNCEMENTS

- A. Table of six available at the 12<sup>Th</sup> Annual Athletic Hall of Fame Event on Saturday, April 22, 2017
  - i. Board members were asked to contact staff if they are available to attend. Seats available on a first come, first serve basis.

8. ADJOURNMENT–Ricardo A. Macedo. Next meeting date: April 25, 2017