

**SOUTHWESTERN COLLEGE FOUNDATION
ANNUAL MEETING AGENDA
Tuesday, October 22, 2013 ♦ 7:30 a.m. – 8:30 a.m.
LOCATION: ROOM L238 North**

1. **WELCOME / CALL TO ORDER – Ben Green**
2. **APPROVAL OF MINUTES – ACTION (Enclosure) – Ben Green**
 - A. September 24, 2013
3. **TREASURERS REPORT – Information – (Enclosures) – David Hoffman**
 - A. Financial Report September 2013 – David Hoffman

4. **REQUEST FOR FUNDS – ACTION – Joe Martinez/Hank Murphy**

- Additional Request for Funds Application

Requestor: Chicano/Latino Coalition

Purpose: Cesar Chavez Breakfast 2014

Amount of Request: \$2,000

Amount Last Funded: \$2,000

Matching Funds: Yes, ticket sales, ask in to other SWC organizations

Request History: Past several years except 2013

Approx. Event Date(s): March 2014

This event will commemorate an American hero and educate the college community of Chavez's noteworthy accomplishments.

5. **COMMITTEE REPORTS – Ben Green**

A. Fundraising Committee

- Gala 2013 Report – Hank Murphy/Melyn Acasio/Cynthia Reyna
 - Report on 2013 Gala
 - Plans for next year

B. Executive Committee – ACTION – Ben Green

- Election of Officers
 - Officer nominations
 - ✓ President–Ben Green
 - ✓ Vice President–Hank Murphy
 - ✓ Secretary–Joe Martinez
 - ✓ Treasurer–Cynthia Reyna

C. Nominating Committee – ACTION – Ruben Garcia/Jesse Navarro

- Renew Ruben Garcia term to October 2016
- Renew Cynthia Reyna term to November 2016

6. **GOVERNING BOARD REPORT – Humberto Peraza**

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

8. **ADJOURNMENT – Ben Green**

Next meeting date: November 26, 2013 –Sycuan Golf Resort

SOUTHWESTERN COLLEGE FOUNDATION
MEETING MINUTES
Tuesday, September 24, 2013 ♦ 7:30 a.m. – 9:30 a.m.

Present: Ben Green, Linda Gilstrap, Patti Finnegan, Melyn Acasio, Mitch Thompson, Kimberly Paul, Ruben Garcia (departed @ 8:50), Jean Roesch, Holly Hidinger, Jesse Navarro, and Joe Martinez.

Absent: Chayo Moreno, Melinda Nish, Cynthia Reyna, Hank Murphy, Dukie Valderrama, Humberto Peraza, and David Hoffman.

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 Mitch Thompson and unanimously approved to accept the minutes for May 28, 2013.

3. TREASURERS REPORT – Information – (Enclosures) – David Hoffman

A. Financial Reports: May, June, July and August 2013 presented by Ben Green

B. SWCF 2013-14 operating budget – ACTION – Ben Green

Discussion took place amongst the directors as to how much funding should be made available to disburse toward SODA awards and requests for funds received as well as administrative expenses. Motion made by Mitch Thompson to approve \$45,000 for SODA and approved funding requests with an allocation of approximately \$22,500 each for fall and spring semesters, re-evaluate at the beginning of the spring semester to see if this remains appropriate. Motion seconded by Jesse Navarro and passed with a 7-1 vote.

4. REQUEST FOR FUNDS – ACTION – (ENCLOSURE) – Joe Martinez/Hank Murphy

A. The following Student/College Activities Request for Funds projects were approved at the amount indicated:

- School of Arts & Communication/Communication Dept./SWC Sun Newspaper Journalism Association of Community Colleges (JACC) Conference, fund at \$6,000
- School of Arts and Communication African American History Month Activities
 - "Love & Liberation: Introducing FIVEOLOGY," fund at \$500
 - "Tribe" Storytelling Through the Body, fund at \$500
 - "Staging Global Performances," fund at \$500
 - "African American Women: Health, Culture and Well-Being," fund at \$500
- African American Alliance African American Success Series, fund at \$600
- Gender Equity Committee Gender Social Issues Lecture Series, fund at \$1,000
- School of Arts and Communication Art Gallery Speaker Series, fund at \$1,000
- School of Language & Literature Culture & Language International Film Festival, fund at \$300
- School of Language & Literature Guest Writers Series, fund at \$1,750
- Phi Theta Kappa PTK Radio, fund at \$415
- School of Counseling & Personal Development Puente Project/Club Northern CA University Visitation, fund at \$4,500
- Architecture Club Design Village Competition, fund at \$1,000
- Architecture Club University Campus Tours, fund at \$500
- School of Language & Literature Filipino American History Month, fund at \$750
- African American Alliance Martin Luther King Breakfast, fund at \$1,000

The following Student/College Activities were not funded at this time

- "Pancake & Celebrate 'Serve-us'"
- Disability Support Services Access Awards Ceremony

The following Community Event Request for Funds was approved at the amount indicated:

- National University 2nd Annual Visionary Voices, A Tribute to our Veterans fundraising dinner, 2 tickets @ \$500

Motion made by Patti Finnegan, seconded by Holly Hidingier and unanimously approved to fund at the amount indicated for each individual project.

5. COMMITTEE REPORTS – Ben Green

A. Fundraising Committee

- Gala 2013 Report – Hank Murphy/Melyn Acasio/Cynthia Reyna
 - Melyn Acasio reported that the event was very successful and the effort put forth was huge. Preliminary figures indicate that about \$90,000 was raised and the expenses for the Foundation were approximately \$45,000. A press release will be issued highlighting the success of this event.
 - Discussion took place whether or not a gala should be held annually. It was decided that we should get input and suggestions from all directors. Melyn asked if anyone would step forward at this time to chair a committee for next year. Possible locations were also suggested.

B. Executive Committee – Ben Green

- Annual Meeting is October 22, 2013
 - Officer nominations: Motion made by Holly, seconded by Patti Finnegan and unanimously approved to accept these nominations
 - ✓ President–Ben Green
 - ✓ Vice President–Hank Murphy
 - ✓ Secretary–Joe Martinez
 - ✓ Treasurer–Cynthia Reyna
 - Elections will take place at Annual Meeting
- Southwestern College-Southwestern College Foundation Memorandum of Understanding (MOU) – **ACTION**
 - Consult with an attorney to review MOU: Directors determined that it is not necessary to hire an attorney to review the MOU
- Board Docs program annual license fee – **ACTION – Green/Nish**

A motion was made by Holly Hidingier, seconded by Patti Finnegan and unanimously approved to authorize spending \$1,000 toward the fair share amount for licensing of Board Docs annually.
- Ethics/Conflict of Interest Annual Reaffirmation

In accordance with SWCF's Ethics/Conflict of Interest Policy directors present signed reaffirmation document

6. GOVERNING BOARD REPORT – Humberto Peraza

No report

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

No report

8. ADJOURNMENT – Ben Green

Meeting adjourned at 9:10a.m.

Next meeting date: November 26, 2013

Happy Thanksgiving!

SOUTHWESTERN COLLEGE FOUNDATION

Profit & Loss

For The Three Months Ended September 30, 2013

(UNAUDITED)

	<u>September'13</u>	<u>Year-to-Date</u>
Ordinary Income/Expense		
Dividend/Interest - Unrestricted	876.57	1,704.29
Dividend/Interest - Restricted	2,086.15	4,142.42
Realized gain/loss - Unrestricted	3,897.17	4,309.41
Realized gain/loss - Temporarily Restricted	18,898.58	21,640.27
Direct Public Contributions- Temporarily Rest.	56.00	56.00
Direct Public Contributions- Unrestricted	951.52	1,704.52
Total 2012 Gala Income	47,590.00	59,340.00
2013 Golf Tournament Income:	<u>0.00</u>	<u>0.00</u>
Total Income	<u>74,355.99</u>	<u>92,896.91</u>
 Gross Profit	 74,355.99	 92,896.91
 Expenses		
On-Going Financial Comm. (Agreements)		
Students Scholarship Awards	0.00	1,500.00
SWC Athletic department	17,600.00	17,600.00
Bank Fees	126.00	138.00
Stipends	800.00	800.00
Hospitality	54.25	283.36
Taxes and Fees	0.00	20.00
Investment Expense	-50.92	2,391.79
Membership & Dues	0.00	600.00
Conference, Conventions, Meetings	0.00	450.00
Gala 2013 Expenses	31,883.68	37,715.02
Total Expense	<u>50,413.01</u>	<u>61,498.17</u>
Net Ordinary Income	<u>23,942.98</u>	<u>31,398.74</u>
 Net Income	 <u><u>23,942.98</u></u>	 <u><u>31,398.74</u></u>

SOUTHWESTERN COLLEGE FOUNDATION

Statement of Financial Position

SEPTEMBER 30, 2013

(UNAUDITED)

ASSETS

Checking/Savings

Operating Account \$ 58,345.25

Money Market Account 50,170.57

Total Checking/Savings \$ 108,515.82

Pledges Receivable 590.00

590.00

Other Assets

Marketable Securities

Unrestricted 161,748.81

Temporarily Restricted 657,847.25

Total Marketable Securities

Total Other Assets 819,596.06

TOTAL ASSETS \$ 928,701.88

LIABILITIES & NET ASSETS

Current Liabilities

Accounts Payable \$ 702.00

Total Current Liabilities \$ 702.00

Other Current Liabilities

Due to Southwestern College \$ 101.00

Community Outreach 2,462.10

Total Current Liabilities \$ 2,563.10

Total Liabilities 3,265.10

Net Assets

Temp. Restricted Net Assets 646,075.00

Unrestricted Net Assets 247,963.04

Net Income 31,398.74

Total Equity 925,436.78

TOTAL LIABILITIES & NET ASSETS \$ 928,701.88

SOUTHWESTERN COLLEGE FOUNDATION						
FUNDS SEGREGATION REPORT						
09/01/13 -09/30/13						
	Account Name	Fair Market Value as of September 1, 2013	Inflow	Outflow	Gain/(Loss)	Fair Market Value as of September 30,2013
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Southwestern College Foundation
Temporarily Restricted Funds Accounts Detail - 09/01/13 - 09/30/13

Scholarship Funds

Account Description	FMV - 09/01/13	Inflow	Outflow	Gain/(Loss)	FMV - 09/30/13
♦ Athletic Endowment - 061	\$12,577.43			402.48	\$12,979.90
♦ CAN Scholarship - 032	\$120,483.82		\$0.00	3,855.48	\$124,339.31
♦ Douglas Barnhart Scholarship - 059	\$36,165.47			1,157.30	\$37,322.77
♦ Eastlake Company - 058	\$29,104.93			931.36	\$30,036.29
♦ Garden of Giving -037	\$69,146.86			2,212.70	\$71,359.56
♦ Jean Wear Scholarship - 056	\$6,023.45			192.75	\$6,216.20
♦ McMillin Companies - 052	\$30,220.25			967.05	\$31,187.30
♦ Metallic Scholarship - 016	\$11,488.20			367.62	\$11,855.82
♦ M. Watkins Scholarship - 036	\$13,300.15			425.60	\$13,725.75
♦ Otay Mesa Child Development - 044	\$15,375.00			492.00	\$15,867.00
♦ Tantalio/Conti Scholarship - 033	\$45,351.82			1,451.26	\$46,803.07
♦ Sarah Riker Scholarship - 046	\$4,685.87			149.95	\$4,835.82
♦ Hayden Stewart Scholarship - 034	\$94,727.90	\$6.00		3,031.29	\$97,765.19
♦ Valenzuela Scholarship - 055	\$16,479.59			527.35	\$17,006.93
♦ WalMart Scholarship - 060	\$9,948.14			318.34	\$10,266.48
♦ SCEA Scholarship - 065	\$5,761.98			184.38	\$5,946.36
♦ Luckman Scholarship - 066	\$5,538.37			177.87	\$5,736.24
♦ Lassman Scholarship - 054	\$13,476.07			431.23	\$13,907.30
♦ Carolyn Brady Fund - 053	\$114,622.24		\$17,600.00	3,667.91	\$100,690.15
Totals	\$654,497.53	\$6.00	\$17,600.00	\$20,943.92	\$657,847.46

Program Accounts Pilot Program

Account Description	FMV - 08/01/13	Inflow	Outflow	Gain/(Loss)	FMV - 08/31/13
♦ 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	\$0.00	\$0.00	\$0.00	\$1,000.00
♦ SBDC Small Business Development Ctr	\$37,500.00	\$0.00	\$0.00	\$0.00	\$37,500.00
♦ 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	\$100.00	\$50.00	\$0.00	\$0.00	\$150.00
Totals	\$41,982.69	\$50.00	\$0.00	\$0.00	\$42,032.69