



SAN BERNARDINO VALLEY COLLEGE FOUNDATION MINUTES

November 14, 2018 - 5:00 p.m. – SBVC ADSS 207

SBVC Foundation Board Directors Present/Absent:

A	Susan Bangasser	A	John McMahon	A	Kristine Scott
A	Bruce Baron	A	Gary Miller	P	Scott Stark
P	Rich Beemer	P	Phil Morris	P	Edward Szumski
P	Paul Bratulin	P	Patricia Nickols-Butler	P	Dexter Thomas
A	Dennis Byas	A	Faye Pointer	P	Rod Torres
P	Karen Childers	P	Beverly Powell	P	Bea Valdez
A	Nick DePasquale	P	Michael Rivera	P	Anne Viricel
A	Scott Fruchter	A	Diana Z. Rodriguez	A	Taylor Williams
P	Celia Huston	A	Gary Saenz		
P	Gary Kelly	P	Allynn Scott		

SBVC Staff: Sonja Pang and LaVar Godoy

I. Call to Order:

President Beverly Powell called the meeting to order at 5:05 p.m.

II. Approval of minutes from September 12, 2018

Beemer moved, Thomas seconded, minutes were approved with no changes.

III. SBVC President’s Report

President Rodriguez was unable to attend the meeting. No report.

IV. Committee Reports

a) Alumni – Ed Szumski

Szumski reported to the board the he is continuing sending out letters to new members of the association. Szumski also reported that the association is currently at a low with recruiting new members. The SBVC homecoming game occurred earlier this month, Szumski was unable to attend the game to promote the association. The association committee would like to reach out to the divisions in hopes of them wanting to create new scholarships for their division and eventually members of the division and their students would sign up to be part of the association. Dr. Kay Weiss approved presenting to the Humanities Division, and the committee wants to

- expand to other divisions. Suggestions were given to the association on how to increase the number of alumni in the association.
- b) Board Development – Childers
The committee met on October 17, 2018. Nominations are open. Childers asked the Board to nominate people that would be good for the Board. The nominations are open until February 28, 2019. The Board needs six new directors. Past directors can be nominated and people can nominate themselves. Nomination forms were included in the Board packet.
 - c) Finance – Fruchter
No report. Beemer commented that he is continuing to receive the investment statement at home. Beemer noticed that there has been a \$219,000 dip in the market, but this is consistent with what has been going on with the market. The amount should change once the market begins to increase.
 - d) Strategic Planning – Morris
No report.
 - e) Fundraising – Karen Childers
 - i. Taste & Tour
Childers reviewed the profit and loss from the Taste & Tour Fundraiser. The band was amazing. Vendors have commented that they would like to come back. The money that was earned was low, but the total may increase over time. The fundraiser earned \$20,000 gross and net was \$8,421. The income statement and income split statement was included in the Board packet. Each participating program from SBVC received \$300 each, and \$3,976 was put toward general scholarships.
 - ii. Golf Tournament - Beemer
Beemer informed the Board that the first planning meeting for the golf tournament is scheduled for December 5, 2018. The tournament will be held on April 19, 2019 at the Arrowhead Country Club. The contract has been signed with the country club. \$500 for a foursome and \$125 for a single golfer. The sponsorship form for the tournament was included in the Board packet.
 - f) Audit – Childers
The auditor from Powell & Spafford came out last week to work on the audit. The auditor will present the 2017-18 audit at the Board meeting on January 9, 2019.

V. Budget Report: Scott Stark

Stark reported that the consultant is continuing to reconcile the Foundation accounts. The reconciliation should be completed within the next thirty days. Stark will have a more detailed

budget report at the January meeting. The Foundation is operating within the budget that was approved on September 12, 2018.

VI. Director's Report: Karen Childers

Childers reported:

- Smith Marion & Co. was the CPA firm that was hired to reorganize the chart of accounts, match the stewardship policy, and train the director, accountant and secretary on better internal controls and fund balance reconciliation. Also, Smith Marion is being asked to set up a budget in QuickBooks that will show activity in each of the equity accounts listed on the current budget worksheet. The new budget report should separate activity by unrestricted, temporary restricted, permanently restricted, and Pepsi, and it should reconcile monthly to the fund balance. Smith Marion has started reorganizing the chart of accounts and has provided a profit and loss with the proposed new chart of accounts.
- The Foundation has received two grants. The first grant is from Volvo for \$200,000. This grant will assist the Diesel program with learning how to use electric diesel technology. This grant is for a period of two years. The second grant that the Foundation received was from Wells Fargo for \$25,000 to support the Valley Bound Commitment Program.
- On November 29, 2018, the SBCCD Board of Trustees will hold a study session on the topic of foundations. The Trustees will hear presentations regarding the 3 foundations in the District (SBVC Foundation, CHC Foundation, and EDCT Foundation). Childers is preparing a presentation for SBVC Foundation. The study session will be held at the District office from 12:00 pm to 2:00 pm.

VII. Old Business: Beverly Powell

- a) On November 13, 2018, 14 SBVC Foundation representatives attended the National Philanthropy Day luncheon at the Mission Inn in Riverside. The SBVC Foundation Board was awarded 2018 Volunteer Group of the Year by the Inland Empire Chapter of the Association of Fundraising Professionals. Powell accepted the award and spoke on behalf of the Foundation. The award and program were passed around for Directors to see. LaVar Godoy from SBVC Marketing took a picture of the Board with the award.
- b) Powell provided an update on the Foundation and SBCCD agreement. The Foundation's attorney and directors of the Board reviewed the agreement and found some discrepancies. The district would like the board to become an auxiliary but the Board would like to remain an independent Foundation. The Foundation was founded before 1981 when the state instituted auxiliary requirements for organizations on campus. Being independent allows the Foundation to have jurisdiction over the money that the Foundation raises. Whereas being an auxiliary,

the Board of Trustees would have jurisdiction over the Foundation's fiscal matters. The Foundation prefers that the directors be able to make all the decisions as a group. There will be a meeting with Jose Torres on behalf of SBCCD, the Crafton Hills College Foundation, and the SBVC Foundation on December 11, 2018. Powell and Byas will represent the SBVC Foundation. Powell will provide an update at the January Board meeting. The latest draft of the agreement was provided in the Board packet.

VIII. New Business: Beverly Powell

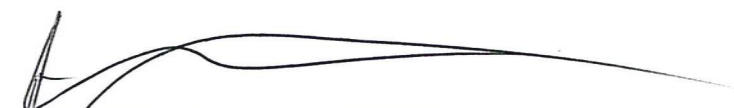
- a) Powell informed the board that during the first week of August it was discovered that a forged check was cashed in the amount of \$4,800. It is unknown how the person who forged the check was able to gain access to the bank account number. The Board is currently working with Arrowhead Credit Union and the SBCCD Police Department to get this issue resolved. Currently, the Board is waiting on Arrowhead Credit Union to reimburse the \$4,800 that was stolen. The Board wrote a letter to Arrowhead Credit Union requesting a meeting regarding the fraudulent check. The Board was informed that precautions are being taken from here on to make sure that this issue does not happen again.
- b) On October 30, 2018, the Executive Board made a decision to donate \$2,000 to support the Measure CC Bond. The funds came from unrestricted investment earnings from the previous fiscal year. Thomas made a motion to ratify the \$2,000 donation in support of Measure CC. Kelly seconded, and the motion was approved.

IX. Others:

- The Board celebrated being awarded Volunteer Group of the Year, Measure CC passing, and Kristine Scott being elected to the Rancho Cucamonga City Council. A congratulations card for Kristine Scott was passed around for the Board to sign.
- Beemer asked when the annual giving campaign will start. Childers replied that the annual appeal letter will be going out in the mail before Thanksgiving.
- The next Board meeting will be on January 9, 2019 at 5:00 p.m. in the same room.

X. Adjourn: The meeting was adjourned at 6:00 p.m.

Respectfully submitted,



Diana Z. Rodriguez, Secretary