



# AGENDA

Regular Meeting

Wednesday, August 20, 2014  
Lake Tahoe Community College  
Room L104  
6:00 p.m. Open Session

**I. Call to Order – Bob Novasel**

**II. Open Session**

Hearing of the Public on Items Not on the Agenda

Members of the public may address the Board on items not on the agenda subject to a five-minute time limit (groups to 15-minutes on any one topic or item) that may be extended by the President of the Board or by Board action. The Board, however, cannot act upon any request or proposal unless the item is on the meeting agenda.

Hearing of the Public on Items on the Agenda

Members of the public will be given the opportunity to speak on each action item listed on this agenda when the item is before the Board subject to a five-minute time limit {groups to 15-minutes on any one topic or item} that may be extended by the President of the Board or by Board action.

**III. Discussion and Reports**

- A. Foundation Event and Campaign Updates (Booth)
  - 1. Fill the Frame Campaign
  - 2. 2014 Annual Taste of Gold Event
- B. Finance Committee Report (Novasel)
  - 1. Quarterly Financials (DeFranco)
- C. Superintendent/President's Report (Murillo)
  - 1. Membership Committee Report
  - 2. LTCCD General Obligation Bond Fundraising Campaign

**IV. Action Items**

- A. Consideration of Approval of Minutes – June 18, 2014
- B. Consideration of Approval of Fiscal Year 2014/15 Final Foundation Budget
- C. Consideration of Approval of Support for the LTCCD General Obligation Bond Fundraising Campaign
- D. Consideration of Approval of Gifts and Donations, AP Architects
- E. Consideration of Approval of Gifts and Donations, Linda Bronken

**V. Announcements and Comments**

- A. Board Member Comments
- B. Student Comments

**VI. Next Meeting – October 15, 2014**

**VII. Adjournment**

**VIII. Disability Access**

The Administration Building and Room L104 are wheelchair accessible. The following services are available when requests are made by 4:00 p.m. on the Friday before the Board meeting: American Sign Language interpreters or use of a reader during a meeting; large print agenda or minutes in alternative format; assistive listening devices. Please contact Julie Booth, (530) 541-4660 ext. 245, if you need assistance in order to participate in a public meeting or if you need the agenda and public documents modified as required by Section 202 of the Americans with Disabilities Act.

## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

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CLOSED SESSION    REPORTS & FIRST READINGS    ACTION ITEMS    INFORMATION

**DATE:** August 20, 2014

**TO:** Foundation Board

**FROM:** Assistant Director, Foundation & College Advancement

**SUBJECT:** Foundation Event and Campaign Updates

### **1. *Fill the Frame Campaign***

Staff will review the Fill the Frame Campaign and successful unveiling of the *Ascending* sculpture that took place on June 7<sup>th</sup>, 2014. The Campaign has remained open to recover the costs of installation, and two additional donations totaling \$750 have been received since the unveiling. Staff is now looking to finalize the installation of the permanent memorial sign.

### **2. *2014 Annual Taste of Gold Event***

Staff will review the income to date for the 2014 Taste of Gold event. Sponsorships totaled \$27,500 and an increase in ticket sales and silent auction/donations from 2013 were also generated. Staff is already excited to begin planning for the 2015 Taste of Gold and looks forward to building on the excitement from this year's event.

### **3. *Friends of LTCC Soccer Fund***

The LTCC Coyotes intercollegiate soccer teams are selecting their final players and a great deal of excitement is happening over the new mascot, school colors, and upcoming soccer events. The Foundation and Advancement Office will be officially launching the campaign to raise funds for this program as the season progresses. Home game sponsorships and the opportunity to join the "Friends of LTCC Soccer Club" is now available.

### **Other Upcoming Events:**

#### **Kiwanis Community Fair, Aug. 29 – Sep. 1<sup>st</sup>**

This event will be held in the LTCC parking lot and admission is free of charge. A portion of the proceeds from the fair will benefit the LTCC Foundation. From now until August 25<sup>th</sup> advance discounted tickets are available for purchase from the LTCC Foundation Office and Bookstore.

#### **Fall Quarter STEM Speaker, Oct. 27<sup>th</sup>**

Featuring Jesse Livezey speaking about neurological physics. This event will be held in the LTCC Board/Aspen Room from 6:00 – 7:30 p.m.

**Barkley Sculpture Project**

Date	Description	Income	Expense	Balance	Comments
12/08/08	Kitt Barkley	\$ 20,000.00		\$ 20,000.00	Barkley Sculpture (1/2)
05/01/09	David Foster		\$ 5,000.00	\$ 15,000.00	Barkley Sculpture Project
03/18/10	David Foster		\$ 5,000.00	\$ 10,000.00	Barkley Sculpture Project
01/11/13	Robert C & Geraldine Williams	\$ 2,000.00		\$ 12,000.00	Barkley Sculpture Project
07/09/13	Mussi Artworks Foundry		\$ 13,189.00	\$ (1,189.00)	1st of 3 equal installments
08/09/13	AFA Supplies		\$ 1,185.16	\$ (2,374.16)	Barkley Sculpture Project
12/20/13	Katherine M Barkley	\$ 20,000.00		\$ 17,625.84	Barkley Sculpture (2/2)
04/01/14	Structural Engineer		\$ 2,500.00	\$ 15,125.84	2nd of 3 equal installments
04/15/14	Mussi Artworks Foundry		\$ 13,189.00	\$ 1,936.84	2nd of 3 equal installments
04/24/14	TEI - Testing and Inspection		\$ 1,998.00	\$ (61.16)	Barkley Sculpture Project
04/25/14	SDC Stone - Granite		\$ 2,167.66	\$ (2,228.82)	Barkley Sculpture Project
04/26/01	Mussi Artworks Foundry - Mounting Frame		\$ 2,031.00	\$ (4,259.82)	1st of 2 equal Installments
05/12/14	Installation Materials - Misc.		\$ 791.80	\$ (5,051.62)	Barkley Sculpture Project
05/16/14	Mussi Artworks Foundry - Frame		\$ 2,031.00	\$ (7,082.62)	2nd of 2 equal installments
05/23/14	Mussi Artworks Foundry - Frame		\$ 13,189.00		3rd of 3 equal installments
	Misc. Installation Expenses		\$ 352.40		
	<b>Subtotal</b>	<b>\$ 42,000.00</b>	<b>\$ 62,624.02</b>	<b>\$ (20,624.02)</b>	

**Fill the Frame Campaign**

10/22/13	Adele Lucas	\$ 500.00		\$ (20,124.02)	Fill the Frame Campaign
10/22/13	Joe & Deanna Brothers	\$ 125.00		\$ (19,999.02)	Fill the Frame Campaign
10/22/13	Joe Tillson	\$ 125.00		\$ (19,874.02)	Fill the Frame Campaign
10/17/13	RD & FP Alling	\$ 1,500.00		\$ (18,374.02)	Fill the Frame Campaign
10/21/13	Novasel Family	\$ 1,000.00		\$ (17,374.02)	Fill the Frame Campaign
10/28/13	Kerry S David	\$ 5,000.00		\$ (12,374.02)	Fill the Frame Campaign
12/20/13	Robert & Catherine Cliff	\$ 250.00		\$ (12,124.02)	Fill the Frame Campaign
12/20/13	Roberta L Mason	\$ 1,000.00		\$ (11,124.02)	Fill the Frame Campaign
01/05/14	Marvin Peterson	\$ 1,000.00		\$ (10,124.02)	Fill the Frame Campaign
01/27/14	Pilot Brands	\$ 2,500.00		\$ (7,624.02)	Fill the Frame Campaign
01/27/14	Gary & Tracy Saunders	\$ 1,000.00		\$ (6,624.02)	Fill the Frame Campaign
01/28/14	David Hollis	\$ 250.00		\$ (6,374.02)	Fill the Frame Campaign
01/29/14	Paula Gibson	\$ 250.00		\$ (6,124.02)	Fill the Frame Campaign
01/31/14	Doug Wilson Construction	\$ 500.00		\$ (5,624.02)	Fill the Frame Campaign
01/31/14	Allan & Diane Bisbee	\$ 250.00		\$ (5,374.02)	Fill the Frame Campaign
02/05/14	Linda Groth	\$ 250.00		\$ (5,124.02)	Fill the Frame Campaign
02/21/14	Mary & Fenn Barkley	\$ 1,000.00		\$ (4,124.02)	Fill the Frame Campaign
02/21/14	Ed Laine	\$ 250.00		\$ (3,874.02)	Fill the Frame Campaign
02/21/14	Stella & Darin Roper	\$ 250.00		\$ (3,624.02)	Fill the Frame Campaign
02/25/14	Kenneth Jillson	\$ 200.00		\$ (3,424.02)	Fill the Frame Campaign
02/27/14	DW & EL Correa	\$ 1,000.00		\$ (2,424.02)	Fill the Frame Campaign
03/26/14	Duncan Evans	\$ 300.00		\$ (2,124.02)	Fill the Frame Campaign
03/27/14	Jeff and Kasey DeFranco	\$ 250.00		\$ (1,874.02)	Fill the Frame Campaign
04/08/14	Mike Hack	\$ 250.00		\$ (1,624.02)	Fill the Frame Campaign
04/10/14	Madeleine Howard - Ovation, NZ	\$ 1,000.00		\$ (624.02)	Fill the Frame Campaign
04/14/14	Peter Bostic	\$ 250.00		\$ (374.02)	Fill the Frame Campaign
04/16/14	Cynthia Liebo	\$ 250.00		\$ (124.02)	Fill the Frame Campaign
04/16/14	Anita L. Vieites	\$ 250.00		\$ 125.98	Fill the Frame Campaign
04/24/14	Donald Brooks (Morgan Stanley)	\$ 250.00		\$ 375.98	Fill the Frame Campaign
04/30/14	Dr. Kindred & Michael Murillo	\$ 600.00		\$ 975.98	Monthly payroll deductions will total a \$600 contribution
05/06/14	Kristen Perry	\$ 300.00		\$ 1,275.98	Fill the Frame Campaign
05/06/14	Dr. Guy & Peggy Lease	\$ 250.00		\$ 1,525.98	Fill the Frame Campaign
05/22/14	Gary & Tracy Saunders	\$ 2,500.00		\$ 4,025.98	Fill the Frame Campaign
06/04/14	Gerard Hickey	\$ 500.00		\$ 4,525.98	Fill the Frame Campaign
06/30/14	Aaron McVean	\$ 250.00		\$ 4,775.98	Fill the Frame Campaign
07/09/14	Mike & Carol Howard	\$ 500.00		\$ 5,275.98	Fill the Frame Campaign
	<b>Subtotal</b>	<b>\$ 25,900.00</b>	<b>\$ -</b>		
<b>5/12/2014</b>	<b>Current Totals</b>	<b>\$ 67,900.00</b>	<b>\$ 62,624.02</b>	<b>\$ 5,275.98</b>	

**Future Expenses - Barkley Sculpture Project**

Date	Description	Income	Expense	Balance	Comments
TBD	Installation of Memorial Sign		TBD		This expense is pending quotes
TBD	Granite Sealer - Vandalism Preventative Coat		TBD		This expense is pending quotes

**LTCC Foundation  
TASTE OF GOLD**

	<b>2012 Income</b>	<b>2013 Income</b>	<b>2014 Income</b>
Sponsorships	\$ 17,850	\$ 28,000	\$ 23,750
Sponsorships Receivable (Wells Fargo & Payroll Deductions)	-	-	3,750
Ticket Sales	11,710	9,675	13,200
Auction	4,610	2,505	3,871
Donations	<u>125</u>	<u>150</u>	<u>689</u>
<b>Total</b>	<b><u>\$ 34,295</u></b>	<b><u>\$ 40,330</u></b>	<b><u>\$ 45,260</u></b>

JOIN US AUGUST 29TH-SEPTEMBER 1ST, 2014  
AT LAKE TAHOE COMMUNITY COLLEGE  
*Free Admission*



★ **Kiwaniis** ★

*community*

**FAIR**

*South Lake Tahoe*

**FUN FOR THE WHOLE FAMILY**

*carnival rides, entertainment, great food, and more...*



**EVENT PROCEEDS BENEFIT THE FOLLOWING  
LOCAL NON-PROFIT ORGANIZATIONS**



Lake Tahoe  
Community College  
Foundation



Lake Tahoe



Tahoe Sierra  
Kiwaniis



Sunrisers



Tahoe Turning  
Point



Lake Tahoe  
Optimist Club

Choices  
for Children



LIVE VIOLENCE FREE



BOYS & GIRLS CLUB

**Lake Tahoe Community College**

One College Drive South Lake Tahoe, CA 96150

## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

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CLOSED SESSION  REPORTS & FIRST READINGS  ACTION ITEMS  INFORMATION

**DATE:** August 20, 2014

**TO:** Foundation Board

**FROM:** Superintendent/President

**SUBJECT:** Finance Committee Report

Board President Bob Novasel, will update the Foundation on the progress of the Finance Committee over the last two meetings and Jeff DeFranco will update the Foundation Board of Directors on the quarterly financials.

**LTCC FOUNDATION**  
**13/14 Budget vs Actual**  
**At June 30, 2014**

FY

<b>FY 13/14 Revised Budget</b> July 1, 2013 - June 30, 2014	
Unrestricted	Restricted
<b>331,287</b>	<b>1,034,934</b>
40,000	
7,500	
40,000	
10,000	
5,000	5,000
	40,000
	15,000
	60,000
14,000	
<b>116,500</b>	<b>120,000</b>
40,050	
15,460	
3,100	
7,500	
6,000	
3,000	
4,400	
1,500	
390	
1,500	
400	
1,000	
15,000	20,000
10,000	15,000
	60,000
	25,000
7,200	
<b>116,500</b>	<b>120,000</b>
0	0
<b>331,287</b>	<b>1,034,934</b>

<b>4th Quarter Actual</b> April 1, 2014 - June 30, 2014	
Unrestricted	Restricted
13,766	
10,095	
1,250	
4,476	5,251
1,781	2,814
<b>31,369</b>	<b>33,304</b>
8,604	
4,473	
2,359	
19,135	
4	
2,925	
359	
1,065	
448	
245	369
2,339	26,527
3,430	17,342
	24,171
61	
<b>45,447</b>	<b>68,409</b>
(14,078)	(35,105)
<b>(14,078)</b>	<b>(35,105)</b>

<b>Year-to-Date Actual</b> July 1, 2013 - June 30, 2014	
Unrestricted	Restricted
<b>331,287</b>	<b>1,034,934</b>
37,547	
10,095	
40,330	
4,476	5,251
10,649	16,191
<b>103,098</b>	<b>144,999</b>
36,918	
15,307	
1,371	
2,463	
19,135	
7,997	
411	
50	
3,963	
498	
458	
2,086	847
954	
949	1,426
9,550	51,571
11,588	
3,765	68,800
	52,582
81	
<b>117,544</b>	<b>175,227</b>
(14,446)	(30,227)
19,229	72,649
<b>336,070</b>	<b>1,077,355</b>

<b>Year-to-Date Variance</b> FY 13/14 Budget vs Actual	
Unrestricted	Restricted
(2,453)	0
2,595	0
330	0
(10,000)	0
(524)	251
0	(40,000)
0	61,867
0	(13,311)
(3,351)	16,191
<b>(13,402)</b>	<b>24,999</b>
(3,132)	0
(153)	0
(1,729)	0
2,463	0
11,635	0
1,997	0
	0
(2,950)	0
(437)	0
(1,002)	0
458	0
(390)	0
586	847
554	0
(51)	1,426
(5,450)	31,571
1,588	(15,000)
3,765	8,800
0	27,582
81	0
(7,200)	0
<b>633</b>	<b>55,227</b>
(14,446)	(30,227)
19,229	72,649
<b>4,783</b>	<b>42,421</b>



# LTCC FOUNDATION

## Unrestricted

	<b>FY 12/13 Budget</b> July 1, 2012 - June 30, 2013	<b>FY 12/13 Actual</b> July 1, 2012 - June 30, 2013	<b>FY 13/14 Revised Budget</b> July 1, 2013 - June 30, 2014	<b>FY 13/14 Actual</b> July 1, 2013 - June 30, 2014
<b>Revenues</b>	\$ 112,700	\$ 131,909	\$ 116,500	\$ 103,098
<b>Expenses</b>	\$ 112,700	\$ 81,464	\$ 116,500	\$ 117,544
<b>Net Income/(Loss)</b>	<u>\$ -</u>	<u>\$ 50,445</u>	<u>\$ -</u>	<u>\$ (14,446)</u>

**LTCC Foundation**  
**FY 2013 - 2014**  
**Fiscal Year-to-Date at June 30, 2014**

**Revenue**

Unrestricted	\$ 103,098	
Restricted	<u>144,999</u>	
<b>Total Revenue</b>		<b>\$ 248,097</b>

**Operating Expenses**

Unrestricted	\$ 92,640	
Restricted	<u>2,273</u>	
<b>Total Operating Expenses</b>		<b>\$ 94,914</b>

**Scholarships & Program Support**

Unrestricted	\$ 24,904	
Restricted	<u>172,953</u>	
<b>Total Scholarships &amp; Program Support</b>		<b>\$ 197,857</b>

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<b>Net Income/(Loss)</b>		<b><u>\$ (44,673)</u></b>
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**LTCC Foundation  
ANNUAL FUND**

**FY11-12/FY 12-13/FY 13-14 Revenue Comparison**

<b>Qtr #</b>	<b>Quarter Period</b>	<b>FY 11-12</b>	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 12-13 to FY 13-14 \$ Change</b>	<b>FY 12-13 to FY 13-14 % Change</b>
Q1	July 1 - September 30	\$ 2,342	\$ 6,474	\$ 6,759	\$ 285	4%
Q2	October 1 - December 31	15,549	12,797	15,482	\$ 2,685	21%
Q3	January 1 - March 31	4,673	6,410	1,539	\$ (4,871)	-76%
Q4	April 1 - June 30	6,283	58,443	13,766	\$ (44,677)	-76%
<b>FY TOTAL</b>		<b>\$ 28,847</b>	<b>\$ 84,125</b>	<b>\$ 37,547</b>	<b>\$ (46,578)</b>	<b>-55%</b>

LTCC Foundation  
Balance Sheet  
At June 30, 2014

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
<b>Assets</b>				
<b>Current Assets</b>				
Checking/Savings	73,117	100,961		174,078
Money Market	10,097	27,110		37,207
Prepaid Expense	2,924			2,924
Accounts Receivable	2,500	110		2,610
<b>Total Current Assets</b>	<b>88,638</b>	<b>128,181</b>	<b>0</b>	<b>216,819</b>
<b>Other Assets</b>				
General Investment 01	105,297	87,693		192,990
AAUW Investment (see Money Market, restricted)				0
Haldan Art Gallery Investment		118,484		118,484
Matt Luerken Memorial Investment		8,376		8,376
Foundation Endowment	133,272	118,932		252,204
General Investment 02	56,763			56,763
Endowment Challenge		213,161	345,000	558,161
K Baretta Mem Endowment		128	10,000	10,128
S Fatehyar Mem Endowment		211	11,300	11,511
W Strong Mem Endowment		427	45,000	45,427
Osher Endowment (Held with Fiscal Agent)			13,334	13,334
<b>Total Other Assets</b>	<b>295,332</b>	<b>547,412</b>	<b>424,634</b>	<b>1,267,378</b>
<b>Total Assets</b>	<b>383,970</b>	<b>675,593</b>	<b>424,634</b>	<b>1,484,197</b>
<b>Liabilities</b>				
Accounts Payable	24,892	22,872		47,764
Deferred Income	23,008			23,008
<b>Total Current Liabilities</b>	<b>47,900</b>	<b>22,872</b>	<b>0</b>	<b>70,772</b>
<b>Net Assets</b>				
<b>Beginning Balance</b>	<b>331,287</b>	<b>610,300</b>	<b>424,634</b>	<b>1,366,221</b>
Net Income/(Loss) from Operations & Investments	4,783	42,421		47,204
<b>Ending Balance</b>	<b>336,070</b>	<b>652,721</b>	<b>424,634</b>	<b>1,413,425</b>
<b>Total Liabilities &amp; Net Assets</b>	<b>383,970</b>	<b>675,593</b>	<b>424,634</b>	<b>1,484,197</b>

# LTCC FOUNDATION

## 2013-2014 Major Restricted Programs

At June 30, 2014

<u>Restricted Program</u>	<u>Expensed</u>
Barkley Sculpture	\$ 52,582
Haldan Art Gallery	\$ 21,782
Demonstration Garden	\$ 11,701
<b>TOTAL</b>	<b>\$ 86,065</b>

**LTCC Foundation  
TASTE OF GOLD**

	<b>2012 Income</b>	<b>2013 Income</b>	<b>2014 Income</b>
Sponsorships	\$ 17,850	\$ 28,000	\$ 23,750
Sponsorships Receivable (Wells Fargo & Payroll Deductions)	-	-	3,750
Ticket Sales	11,710	9,675	13,200
Auction	4,610	2,505	3,871
Donations	<u>125</u>	<u>150</u>	<u>689</u>
<b>Total</b>	<b><u>\$ 34,295</u></b>	<b><u>\$ 40,330</u></b>	<b><u>\$ 45,260</u></b>

## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

---

CLOSED SESSION  REPORTS & FIRST READINGS  ACTION ITEMS  INFORMATION

**DATE:** August 20, 2014

**TO:** Foundation Board

**FROM:** Superintendent/President

**SUBJECT:** Superintendent/President's Report

Superintendent/President Dr. Kindred Murillo will update the Foundation Board of Directors on the work of the Membership Committee.

Dr. Murillo will also provide an update regarding the potential 2014 general obligation bond campaign.

## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

### BOARD OF DIRECTORS

Regular  
Meeting

Wednesday, June 18, 2014  
Lake Tahoe Community College  
Room L104  
6:00 p.m. Open Session

## MINUTES

Present: Ron Alling, Diane Bisbee, Dr. Bob Cliff, Jeff DeFranco, Adele Lucas, Leon Malmel, Dr. Kindred Murillo, Gina Niceforo, Bob Novasel, Janet Smith, Jeff Tillman, Kerry David

Absent: Dr. Deanna Brothers, Ryan Forvilly, Joe Tillson

Staff: Julie Booth, Aaron McVean

Guests: Mike Mancillas

***Call to Order*** Board President Mr. Bob Novasel called the meeting to order at 6:14 p.m.

***Hearing of the Public on Items Not on the Agenda*** Mike Mancillas addressed the Board on behalf of the Associated Student Council (ASC) regarding the desire to install an additional hydration station in the Commons portion of the college.

Each hydration station costs approximately \$1,000. The ASC would like the LTCC Foundation to consider matching the funds the students raise to install a fourth station. This item will come before the Board at a future meeting.

***Hearing of the Public on Items On the Agenda*** No public comments

### Discussion & Reports

***Foundation Event & Campaign Updates*** Aaron McVean reviewed the following:

***Fill the Frame Campaign & Post 40<sup>th</sup> Anniversary Celebration Updates:*** Both events proved to be very successful and final expenditures are still being processed. An update on additional donations to the Fill the Frame Campaign and expenses for the dinner will come to the next regular meeting.

## UNADOPTED MINUTES



**40<sup>th</sup> Anniversary Commemorative Banners:** The new 40<sup>th</sup> Anniversary Banners that are displayed around campus and along College Drive were donated by AP Architects. Both the LTCC District and the Foundation expressed their appreciation to AP Architects for their support.

**2014 Annual Taste of Gold Event:** Aaron noted staff is still working towards identifying sponsorships, applying for grants, and contacting wineries and food vendors for the event. Aaron also thanked the Foundation Board of Directors for spreading the word and friend raising for sponsorships and ticket sales. Sponsorships currently total \$18,500. Bob Novasel encouraged the Foundation Board to do their best and sell tickets in support of the event.

The Foundation Board of Directors are encouraged to attend the following events scheduled for June 27<sup>th</sup>, 2014:

LTCC Scholarship Awards Ceremony scheduled from 1:00 – 2:00 p.m. in the Duke Theatre, Commencement scheduled at 6:00 p.m. in the Community Play Fields and the Faculty of the Year reception in honor of Dr. Bob & Cathy Cliff scheduled at 7:30 p.m. in the Aspen Room.

**Finance Committee Report**

The Finance Committee met and discussed the General Obligation Bond noting staff will be reviewing the rules and regulations surrounding the Foundation's support and involvement.

The Booklending Program was approved in the amount of \$5,000 and support for the Writers' Series in the amount of \$5,000 for the 2014/15 fiscal year. The committee also approved the tentative 2014/15 budget.

**Superintendent/President's Report**

Dr. Kindred Murillo reported the LTCC Board of Trustees will take action on the General Obligation Bond on June 24<sup>th</sup> and the District will form a Political Action Committee in July if approved. This bond is a great opportunity to support the college.

Staff is hosting open workshops to provide information about the General Obligation Bond on Friday, June 20<sup>th</sup> from 3:00 – 4:00 p.m. in the Board Room. Anyone interested in attending is welcome and this will be a great opportunity to understand what steps will be needed to move forward.

Group discussion related to outside support and second home owners took place.

The By-laws committee has met to review the Foundation membership and by-laws and looks forward to bringing these documents to a future meeting. Staff is currently working with legal counsel to finalize these documents.

Action Items

**Consideration of Approval of Minutes – May 21, 2014**

Moved Alling/Seconded Smith/Passed unanimously to approve the minutes of May 21, 2014 as presented. (*Attachment A*)

**Consideration of Approval of the Fiscal Year 2014/15 Tentative Foundation Budget**

Moved Lucas/Seconded Smith/Passed unanimously to approve the Fiscal Year 2014/15 Tentative Foundation Budget as presented. (*Attachment B*)

Aaron McVean reviewed the revised and working budget for the current year. The 2013/14 budget helped to create a baseline to reflect actuals, noting this item would return in August.

**Consideration of Approval of 2014/15 TRiO Booklending Program Support**

Moved Alling/Seconded Novasel/Passed unanimously to approve the 2014/15 Foundation Booklending Program Support in the amount of \$5,000 as amended.

The item was amended to reflect the title of the Booklending Program, and to identify the founders and main supporters of the program as the Foundation. The Foundation Board will invite Anna Lee back to re-address the needs of the program to ensure continued support and success of the program.

**Consideration of Approval of 2014/15 Writers' Series Program Support**

Moved Cliff/Seconded Novasel/Passed unanimously to approve the 2014/15 Writers' Series Program Support in the amount of \$5,000 as presented.

**Consideration of Approval of Gifts and Donations, AP Architects**

Moved Malmed/Seconded Murillo/Passed unanimously to approve the gifts and donation from AP Architects as presented.

AP Architects donated \$8,350 in gift-in-kind services for the architectural engineering and planning for the steel sculptures placed in the Demonstration Garden.

**Consideration of Approval of Gifts and Donations, Jeanne R. Prestella**

Moved Novasel/Seconded Malmed/Passed unanimously to approve the gifts and donation from Jeanne R. Prestella as presented.

Jeanne R. Prestella donated one week of timeshare anywhere in the world valued at \$1,200 in support the 2014 Taste of Gold silent auction.

**Consideration of Approval of the 2014/15 Foundation Board of Director’s Meeting Calendar and Annual Board of Directors Retreat**

Moved Novasel/Seconded Malmed/Passed unanimously to approve the 2014/15 Foundation Board of Directors’ Meeting calendar as amended.

The item was amended to reflect Foundation Board of Directors’ Meetings to be held on August 20 and October 15. The Foundation Board will consider a retreat and this item will come separately to a future meeting for approval.

**Announcements & Comments**

**Board Member Comments**

Faculty representative Janet Smith thanked the Foundation Board for her time this last year and for everyone’s support. Dr. Murillo noted the faculty will be deciding on a replacement for the upcoming year and that Dr. Michelle Risdon is now the Interim Dean of Instruction, replacing Mr. Kurt Green.

Ron Alling encouraged the Finance Committee and the Foundation Board members to become more strategic with future program support requests. Discussion on returning to a formal process in an effort to keep opportunity open to the entire campus, rather than selected programs, took place.

**Student Comments**

Gina Niceforo reported she has been elected to serve as the 2014/15 student representative for the Foundation Board and the Student Trustee for the District’s Board of Trustees.

**Next Meeting Date**

The next regular meeting of the Lake Tahoe Community College Foundation is scheduled for Wednesday, August 20, 2014 at 6:00 p.m., in room L104 on the College campus.

**Adjournment**

The meeting adjourned at 7:06 p.m.

Signed by Kindred Murillo, Secretary  
Submitted by Julie Booth

ADOPTED AND ORDERED INTO THE MINUTES

\_\_\_\_\_  
Kindred Murillo, Secretary

\_\_\_\_\_  
Date

## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

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CLOSED SESSION  REPORTS & FIRST READINGS  ACTION ITEMS  INFORMATION

**DATE:** August 20, 2014

**TO:** Foundation Board

**FROM:** Vice President, Administrative Services

**SUBJECT:** Consideration of Approval of the Fiscal Year 2014/15 Final Foundation Budget

On June 18<sup>th</sup>, staff presented the Foundation Board a tentative budget for consideration and adoption. The revised and final 2014/15 budget is based on conservative revenue assumptions and expenses that are largely in line with those which were budgeted for Fiscal Year 2013/14.

***Recommendation***

It is recommended the Foundation Board approve the final 2014/15 Final Foundation budget as presented.

2014/15 Final Foundation Budget

<b>Revenue</b>		<b>FY 2013-14 Adopted Budget</b>		<b>FY 2013-14 Actuals</b>		<b>FY 2014-15 Final Budget</b>	
<b>Line Item</b>	<b>Category</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
1	Annual Fund - Student Success Campaign	\$ 40,000	\$ -	\$ 37,547	\$ -	\$ 40,000	\$ -
2	40th Anniversary	\$ 7,500	\$ -	\$ 10,095	\$ -	\$ -	\$ -
3	Taste of Gold	\$ 40,000	\$ -	\$ 40,330	\$ -	\$ 45,260	\$ -
4	Art Auction	\$ 5,000	\$ 5,000	\$ 4,476	\$ 5,251	\$ 6,000	\$ 6,000
5	President's Circle	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
6	Investment Income	\$ 14,000	\$ -	\$ 10,649	\$ 16,191	\$ 10,000	\$ 14,000
7	Program Support	\$ -	\$ 15,000	\$ -	\$ 76,867	\$ -	\$ 65,000
8	Scholarships and Awards	\$ -	\$ 60,000	\$ -	\$ 46,689	\$ -	\$ 60,000
9	Foundation for the Future	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
10	Other Revenue Sources	\$ -	\$ 40,000	\$ -	\$ -	\$ 5,000	\$ -
<b>Total Income</b>		<b>\$ 116,500</b>	<b>\$ 120,000</b>	<b>\$ 103,097</b>	<b>\$ 144,998</b>	<b>\$ 106,260</b>	<b>\$ 150,000</b>

<b>Expenses</b>		<b>FY 2013-14 Adopted Budget</b>		<b>FY 2013-14 Actuals</b>		<b>FY 2014-15 Final Budget</b>	
<b>Line Item</b>	<b>Category</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
11	Executive Director Salary (.25 FTE)	\$ 40,050	\$ -	\$ 21,207	\$ -	\$ -	\$ -
12	Executive Director Benefits (.33 FTE)	\$ 15,460	\$ -	\$ 7,965	\$ -	\$ -	\$ -
13	Assistant Director (.7 FTE)	\$ -	\$ -	\$ -	\$ -	\$ 37,509	\$ -
14	Assistant Director Benefits (.7 FTE)	\$ -	\$ -	\$ -	\$ -	\$ 20,991	\$ -
15	Coordinator/Special Assistant	\$ -	\$ -	\$ 15,711	\$ -	\$ -	\$ -
16	Coordinator/Special Assistant Benefits	\$ -	\$ -	\$ 7,341	\$ -	\$ -	\$ -
17	Clerical Assistant	\$ -	\$ -	\$ 2,463	\$ -	\$ -	\$ -
18	CalWORKS Student	\$ 3,100	\$ -	\$ 1,371	\$ -	\$ -	\$ -
<b>Compensation Sub-Total</b>		<b>\$ 58,610</b>	<b>\$ -</b>	<b>\$ 56,059</b>	<b>\$ -</b>	<b>\$ 58,500</b>	<b>\$ -</b>

<b>Line Item</b>	<b>Category</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>
19	Taste of Gold	\$ 6,000	\$ -	\$ 7,997	\$ -	\$ 8,000	\$ -
20	40th Anniversary	\$ 7,500	\$ -	\$ 19,135	\$ -	\$ -	\$ -
21	Program Support	\$ 15,000	\$ 20,000	\$ 9,550	\$ 51,571	\$ 15,000	\$ 87,000
22	Art Auction	\$ -	\$ -	\$ 411	\$ -	\$ 500	\$ -
23	Advertising & Marketing Promotions	\$ 7,400	\$ -	\$ 4,013	\$ -	\$ 5,000	\$ -
24	Meeting Supplies	\$ 1,500	\$ -	\$ 498	\$ -	\$ 860	\$ -

2014/15 Final Foundation Budget

25	Office Supplies	\$ 390	\$ -	\$ 458	\$ -	\$ 400	\$ -
26	Printing and Repro.	\$ 1,500	\$ -	\$ 2,086	\$ 847	\$ 1,000	\$ -
27	Credit Card/PayPal Fees	\$ 400	\$ -	\$ 954	\$ -	\$ 1,000	\$ -
28	Investment Expense	\$ 1,000	\$ -	\$ 949	\$ 1,426	\$ 1,000	\$ -
29	Scholarships & Awards	\$ -	\$ 60,000	\$ 3,765	\$ 68,800	\$ -	\$ 70,000
30	Foundation for the Future	\$ 10,000	\$ 15,000	\$ 11,588	\$ -	\$ 10,000	\$ 5,000
31	Ascending Sculpture Project	\$ -	\$ 25,000	\$ -	\$ 52,582	\$ -	\$ -
32	Contingency/Misc.	\$ 7,200	\$ -	\$ 81	\$ -	\$ 5,000	\$ -
<b>Operations Sub-Total</b>		<b>\$ 57,890</b>	<b>\$ 120,000</b>	<b>\$ 61,485</b>	<b>\$ 175,226</b>	<b>\$ 47,760</b>	<b>\$ 162,000</b>
<b>Total Expenses</b>		<b>\$ 116,500</b>	<b>\$ 120,000</b>	<b>\$ 117,544</b>	<b>\$ 175,226</b>	<b>\$ 106,260</b>	<b>\$ 162,000</b>

## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION  REPORTS & FIRST READINGS  ACTION ITEMS  INFORMATION

**DATE:** August 20, 2014

**TO:** Foundation Board

**FROM:** Superintendent/President

**SUBJECT:** Consideration of Approval of the LTCC Foundation Fundraising in Support of Measure F (LTCC General Obligation Bond Measure)

On June 24<sup>th</sup>, 2014 the Lake Tahoe Community College District (LTCCD) Board of Trustees took action to support Resolution Number 20, and approved the ordering of a bond election. "Measure F" is a Proposition 39 general election bond that will require 55% voter approval of all registered voters in the District.

The Measure F Committee is recommending a more grass roots effort, with the advice from a campaign consultant. The measure F Committee has set a target of raising \$45,000 and the leadership team has recommended committing to spending \$35,000 on the campaign until more than \$35,000 has been raised.

Through consultation with legal staff, the LTCC Foundation may support and raise funds for the LTCCD General Obligation Bond (GOB) under the Foundation's Articles of Incorporation.

The attorney recommended that if we desire to raise funds for the bond campaign that we raise the funds utilizing the underlined purpose in the Foundation Articles of Incorporation, and any other uses the money may go to if we raise more funds than we need. When publicizing, we should include the phrase in our Articles of Incorporation"

"raise funds for the general welfare of students and the faculty of Lake Tahoe Community College", and note the funds may be used for assist in funding the Measure F campaign, provide funds for general programs and services, or assist in funding capital campaigns.

Articles of Incorporation state:

The purposes of this corporation include, without limitation, the advancement of public education, to receive gifts, bequests, or devises, to expend moneys or to provide gifts for the general welfare of the students and faculty of Lake Tahoe Community College District, to finance the acquisition, construction and improvement of educational facilities for the Lake Tahoe Community College District and to do any other or thing to engage in

and carry on any other activity connected with or incidental to promote, assist, aid or accomplish any of the forgoing purposes.

***Recommendation***

It is recommended the Foundation Board approves the LTCC Foundation Fundraising in Support of Measure F (LTCC General Obligation Bond Measure) as presented.



## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

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CLOSED SESSION    REPORTS & FIRST READINGS    ACTION ITEMS    INFORMATION

**DATE:** August 20, 2014

**TO:** Foundation Board

**FROM:** Assistant Director, Foundation & College Advancement

**SUBJECT:** Consideration of Approval of Gifts and Donations, AP Architects

Consistent with Board policy concerning the acceptance of gifts and donations, the following recommendation is offered:

DONATION:

Item	Qty	Total
In-kind gift services of planning and architectural engineering and installation for the <i>Ascending</i> sculpture		\$6,250
<b>Total Estimated Value of Donation:</b>		<b>\$6,250</b>

DONATED TO: Lake Tahoe Community College Foundation

DONATED BY: AP Architects

***Recommendation***

It is recommended the Foundation Board accept the gifts and donations from AP Architects as presented.

## LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

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CLOSED SESSION    REPORTS & FIRST READINGS    ACTION ITEMS    INFORMATION

**DATE:** August 20, 2014

**TO:** Foundation Board

**FROM:** Assistant Director, Foundation & College Advancement

**SUBJECT:** Consideration of Approval of Gifts and Donations, Linda Bronken

Consistent with Board policy concerning the acceptance of gifts and donations, the following recommendation is offered:

DONATION:

Item	Qty	Total
In-kind gifts to the Theatre department:		
Mink Jacket	1	\$750
Fox Fur	1	\$500
Suede Jacket with Mink collar	1	\$100
<b>Total Estimated Value of Donation</b>		<b>\$1,350</b>

DONATED TO: Lake Tahoe Community College Foundation

DONATED BY: Linda Bronken

***Recommendation***

It is recommended the Foundation Board accept the gifts and donations from Linda Bronken as presented.