

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

BOARD OF DIRECTORS

Regular
Meeting

Wednesday, June 17, 2015
Lake Tahoe Community College
Room L104
6:00 p.m. Closed Session
6:20 p.m. Open Session

MINUTES

Present: Ron Alling, Diane Bisbee, Dr. Deanna Brothers, Dr. Bob Cliff, Paul Camacho, Kerry David, Jeff DeFranco, Adele Lucas, Roberta Mason, Dr. Kindred Murillo, Bob Novasel, Gina Niceforo, Georgillis Ortega, Jeff Tillman, Joe Tillson

Absent: Ryan Forvilly, Dr. Walter Morris, Jaime Orr

Staff: Julie Booth

Guests: Anna Lee, Megan Waskiewicz

Call to Order Board President Mr. Bob Novasel called the meeting to order at 6:02 p.m.

Hearing of the Public on Items Not on the Agenda No public comments

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

Recess to Closed Session The meeting recessed to Closed Session at 6:02 p.m.

Recess Board President Bob Novasel called a recess at 6:02 p.m.

Reconvene to Open Session The meeting reconvened to Open Session at 6:17 p.m.

Announcement of Reportable Actions taken by Board of Directors in Closed Session Approval of Public Employment and to move forward with an offer to the final candidate for the Executive Director, Foundation and College Advancement.

Discussion & Reports

UNADOPTED MINUTES

TRiO Program Presentation

TRiO-SSS Coordinator/Specialist, Anna Lee provided a detailed report to the Foundation Board regarding the TRiO program and how the Booklending program serves students who are generally low income and first generation college students. Anna Lee described how the books are purchased as well as the process on how to identify frequently requested and standard books that are required for the majority of the students. Currently, the program only covers printed books as they can be used more than once quarter per year, versus e-books which can only be used once. The average annual cost of textbooks run students \$1,000-2,000 dollars and the rising cost of textbooks is the greatest barrier for low-income students who are pursuing an education. Currently the LTCC Foundation provides nearly 40% of the annual Booklending program support. Since 2011, the Booklending program has saved low-income students over \$200,000 in textbook costs.

Adult English as a Second Language (ESL) Program Update

Megan Waskiewicz and Georgillis Ortega reviewed the computer workshop recently offered through the CONNECT program for Spanish speakers. Students were given the opportunity to learn how to navigate the internet, research jobs online and build resumes. Babysitting services were also provided to students who had families, and this proved to be a huge success. This course was full within a matter of hours proving these workshops are valuable for our local community and that there is a huge interest for these opportunities.

Foundation Event & Campaign Updates

Julie Booth reviewed the following:

1. Taste of Gold 2015 Committee Report

With the help of Kasey DeFranco, LTCC faculty member, 12 wineries have been committed to the event versus the seven from last year. All of the wineries are excited about partnering with the college Foundation this year and a great deal of appreciation to Casey for her efforts was noted. Board members are working to reclaim sponsors from last year and Julie reminded the Board to continue to network with friends, business partners, and community members to add sponsors and to volunteer in any capacity to help the event planning move forward. Silent Auction items are also needed in addition to volunteers.

2. 2014/15 Scholarships

Scholarships have increased again this year, totaling over \$114,000 while serving 105 students. The Board was encouraged to RSVP for the luncheon next week and to attend the post-graduation faculty reception hosted by the Foundation.

3. Annual Fund Report

As the academic and fiscal year come to an end, staff was happy to report the Foundation has raised over \$40,000 for the annual fund as this is the first time to achieve this goal in several years. Julie thanked the board for all of their efforts and for completing several other major fundraising campaigns this year.

4. Donor Recognition Wall Update

The donor wall is hopeful to arrive early next week and staff would like to install it prior to the Faculty Awards reception on June 26th. Julie will be circulating the print of the walls for final review.

Finance Committee Report

Jeff DeFranco reviewed the tentative budget reflecting a rollover of existing commitments while noting that the final budget will come before the Board in the early fall for approval.

Other discussion included using Unrestricted General Fund dollars to support programs such as Adult ESL or the Booklending program took place. Additionally, considering allocating a capped contingency to fund programs or special projects on campus also took place.

Superintendent/President's Report

Dr. Murillo reported that Governor Sandoval was important in the Good Neighbor opportunity provided to LTCC. This item recently passed through the Senate and the next stop is the Assembly, and thanked everyone who wrote letters and helped to make this possible. Moving forward, the district will be looking at how to strategically improve the financial need of the students who would attend LTCC.

Action Items

Consideration of Approval of Minutes – April 15, 2015

Moved Alling/Seconded Lucas/Passed with three abstentions (Kerry David, Joe Tillson, and Roberta Mason) to approve the Board minutes of April 15, 2015 as presented.

(Attachment L)

Consideration of Acceptance of the 2014/15 Distinguished Alumni Award Nomination

Moved Lucas/Seconded David/Passed unanimously to accept the 2014/15 Distinguished Alumni Award Nomination of Ian Ruhter as presented.

Consideration of Approval of the Conflict of Interest Policy

This item was postponed to a future meeting.

Consideration of Approval of Establishing a Donor Naming Opportunity Campaign

Moved Lucas/Seconded Murillo/Passed unanimously to approve establishing a donor naming campaign as presented.

This campaign will be led by Director Dr. Deanna Brothers.

Consideration of Approval of the 2015/16 Foundation Board of Directors Meeting Calendar

Moved Lucas/Seconded Malmed/Passed unanimously to approve the 2015/16 Foundation Board of Directors meeting calendar as presented.

Consideration of Approval of Fiscal Year 2015/16 Tentative Foundation Budget

Moved Alling/Seconded Cliff/Passed unanimously to approve the Fiscal Year 2015/16 Tentative Foundation Budget as amended.

The amendment reflected a \$12,000 increase to the Unrestricted Annual Fund Revenue.

Consideration of Approval of Designating Program Support to the Booklending Program for 2015/16

This item was postponed to a future meeting

Consideration of Approval of Designating Program Support to the Adult ESL Program for 2015/16

Moved Cliff/Seconded Malmed/Passed unanimously to approve designating program support from the Unrestricted General fund for 2015/16 as amended.

The amendment will reflect a transfer for \$3,500 from the Unrestricted General Fund for the 2014/15 budget.

Consideration of Approval of the Transfer of Funds from the Measure F Account to the Unrestricted General Fund

Moved David/Seconded Alling/Passed unanimously to approve transferring funds in the amount of \$6,107.14 from the Measure F account to the Unrestricted General fund.

Consideration of Approval of Public Employment, Executive Director, Foundation and College Advancement

This item was announced in the reportable actions taken by Board of Directors in Closed Session.

Approval of Public Employment and to move forward with an offer to the final candidate for the Executive Director, Foundation and College Advancement.

Announcements & Comments

Board Member Comments

Kerry David acknowledged Julie Booth for her efforts in the Foundation and for her dedication over the last two years.

Student Comments

Gina Niceforo thanked the Foundation Board for their support over the last two years and looks forward to graduating next week and transferring to UC Berkeley in the fall.

Next Meeting Date

The next regular meeting of the Lake Tahoe Community College Foundation is scheduled for Wednesday, August 19, 2015 at 6:00 p.m., in room L104 on the College campus.

Adjournment

The meeting adjourned at 7:39 p.m.

Signed by Kindred Murillo, Secretary
Submitted by Julie Booth

ADOPTED AND ORDERED INTO THE MINUTES

Kindred Murillo, Secretary

Date