



AGENDA

Regular Meeting

Wednesday, October 15, 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. 2014 Annual Taste of Gold Event Update
 - 2. 2014 Annual Student Success Campaign
 - 3. Employee Contribution Campaign
 - 4. Friends of LTCC Soccer Club
 - 5. Foundation's *Speaker Spotlight Series* Speaker, October 27, 2014
- B. Finance Committee Report (Novasel)
- C. English as a Second Language (ESL) Scholarship Fund Update (Bisbee/Cliff)
- D. Superintendent/President's Report (Murillo)
 - 1. LTCCD General Obligation Bond Fundraising Campaign

IV. Action Items

- A. Consideration of Approval of Minutes – August 20, 2014
- B. Consideration of Approval of Setting a Date for the 2015 Taste of Gold Event
- C. Consideration of Approval of Establishing a Name for the LTCC Library
- D. Consideration of Approval of Designating Program Support for the Tutoring &

- E. Learning Center
- E. Consideration of Approval of Designating Funds for a New Major Donor Recognition Wall
- F. Consideration of Approval of Updating the Payden & Rygel Account Signatories
- G. Consideration of Approval of Establishing Merchant Services with Official Payments
- H. Consideration of Adoption of the LTCC Foundation's Characteristics and Responsibilities Document

V. Announcements and Comments

- A. Board Member Comments
- B. Student Comments

VI. Next Meeting – November 19, 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

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Assistant Director, Foundation & College Advancement

SUBJECT: Foundation Event and Campaign Updates

1. 2014 Annual Taste of Gold Event

Staff will review the final income and expenditures 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.

2. 2014 Annual Fund Campaign

Staff has launched the annual fund campaign newly branded as the *Annual Student Success Campaign* in an effort to highlight the major accomplishments of the LTCC Foundation and its impact on supporting and promoting Student Success in the college community. Staff would like to encourage 100% participation from the Board of Directors to show a united level of commitment and support to the mission of the LTCC Foundation, the college and local community. Staff will provide updates on this campaign as it progresses.

3. Employee Contribution Campaign

Staff is preparing to launch a new employee contribution campaign to encourage the campus community to support the LTCC Foundation's efforts. In this campaign, the LTCC Foundation will highlight the various programs supported by the LTCC Foundation as well highlights of Student Success for 2014. Staff will provide updates on this campaign as it progresses.

4. Friends of LTCC Soccer Club

The LTCC Coyotes intercollegiate soccer teams have shown a great deal of appreciation for the support of the LTCC Foundation, in addition to the college campus and local community. On October 3, 2014, the LTCC Foundation sponsored the first in-conference double header home game to launch the new team, college logo, and mascot. Over 300 community spectators comprised of supporters, faculty members, students, and Board members came out to support the teams. The LTCC Foundation gained a great deal of exposure and potential new Friends of the LTCC Soccer Club.

Other Upcoming Events:

LTCC Foundation hosts the *Speaker Spotlight Series*

October 27, 2014 from 6:00 – 7:30 p.m.

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

Annual LTCC Club Day

October 28, 2014 from 12:00 – 1:00 p.m.

This annual event is hosted by Student Services and is a great opportunity to connect with students, faculty and staff. This free event is held in the LTCC commons from 12:00 – 1:00 p.m.

LTCC Foundation
TASTE OF GOLD

	2012 Income	2013 Income	2014 Income
Income			
Sponsorships	17,850	28,000	23,850
Sponsorships Receivable (Wells Fargo & Payroll Deductions)	-	-	3,650
Ticket Sales	11,710	9,675	13,425
Auction	4,610	2,505	3,871
Donations	125	150	689
Total	<u>34,295</u>	<u>40,330</u>	<u>45,485</u>
Expense			
4410 · Auction Expense	75	4,091	735
4450 · Special Event Supplies Expense	1,469	3,642	8,129
4460 · Special Events Prof Services	3,048		3,697
Other Operational Expense	726	264	4
Total Expense	<u>5,318</u>	<u>7,997</u>	<u>12,565</u>
Net Income	<u><u>28,977</u></u>	<u><u>32,333</u></u>	<u><u>32,920</u></u>

EVENTS & CAMPAIGNS

TASTE OF GOLD

This annual Student Success fundraiser is the Foundation's largest event.

2014 was by far the most successful year, bringing in over \$45,000 to support Student Success and academic programs.



We appreciate our sponsors, vendors, and volunteers who help make this Tahoe's BEST Outdoor Wine Tasting Event!

Save the date for next year's event on
Saturday, July 11, 2015



The Foundation's *Friends of Soccer Club* promotes an environment that encourages student-athletes to reach their maximum potential in academic progress, athletic competition, and personal development.

Join us in kicking up some excitement!

OUR MISSION

The mission of the Lake Tahoe Community College Foundation is to work for educational excellence by assisting and encouraging investment in the development and growth of educational opportunities at Lake Tahoe Community College.



Donate to the LTCC Foundation and support Student Success!

Contact the Foundation Office
(530) 544-4660 ext. 245
or email
foundation@ltcc.edu

www.ltcc.edu/web/donate

Lake Tahoe Community College Foundation
One College Drive
South Lake Tahoe, CA 96150
www.ltcc.edu

Lake Tahoe Community College Foundation

ANNUAL STUDENT SUCCESS CAMPAIGN



Education is



COMMUNITY INVOLVEMENT

Annual Student Success Campaign

Each year, the LTCC Foundation raises funds from our supporters, partner corporations, and alumni to support the most important fundraising priorities for students.



Jonathan: "Thank you so much for helping me with my education. Quite simply, I am truly grateful!"

Luis: "My experience and education at LTCC has propelled me forward in ways that go beyond textbook learning!"

Join the LTCC Foundation in giving the gift of an Education!
~ Support Student Success ~

a gift that lasts



STUDENT SUCCESS

Scholarships & Awards

More than \$90,000 in scholarships and awards were given to students in 2014.

The Foundation also awarded over \$20,000 in tuition to local high school students for the Foundation for the Future scholarship!



Textbook Lending

Since the program began in 2011, the Foundation has provided more than \$20,000 to purchase books for LTCC students.

From this amazing program, the Foundation has saved LTCC students over \$155,000 in textbook costs!

Megan: "The books really helped me a lot - thank you. The Foundation saved me \$500 that I couldn't afford to pay."

Foundation's Speaker Spotlight Series

The Foundation features engaging graduate students and esteemed faculty members who share their educational and professional experiences with our community.

a lifetime...



COLLEGE PROGRAM SUPPORT

2014 Faculty Awards

(in honor of Dr. Bob and Cathy Cliff)

Each year, faculty are honored for their outstanding work in the classroom. Faculty members honored with these titles are awarded with funding for their programs.



Distinguished Faculty Award
selected by LTCC Faculty
Phyllis Shafer

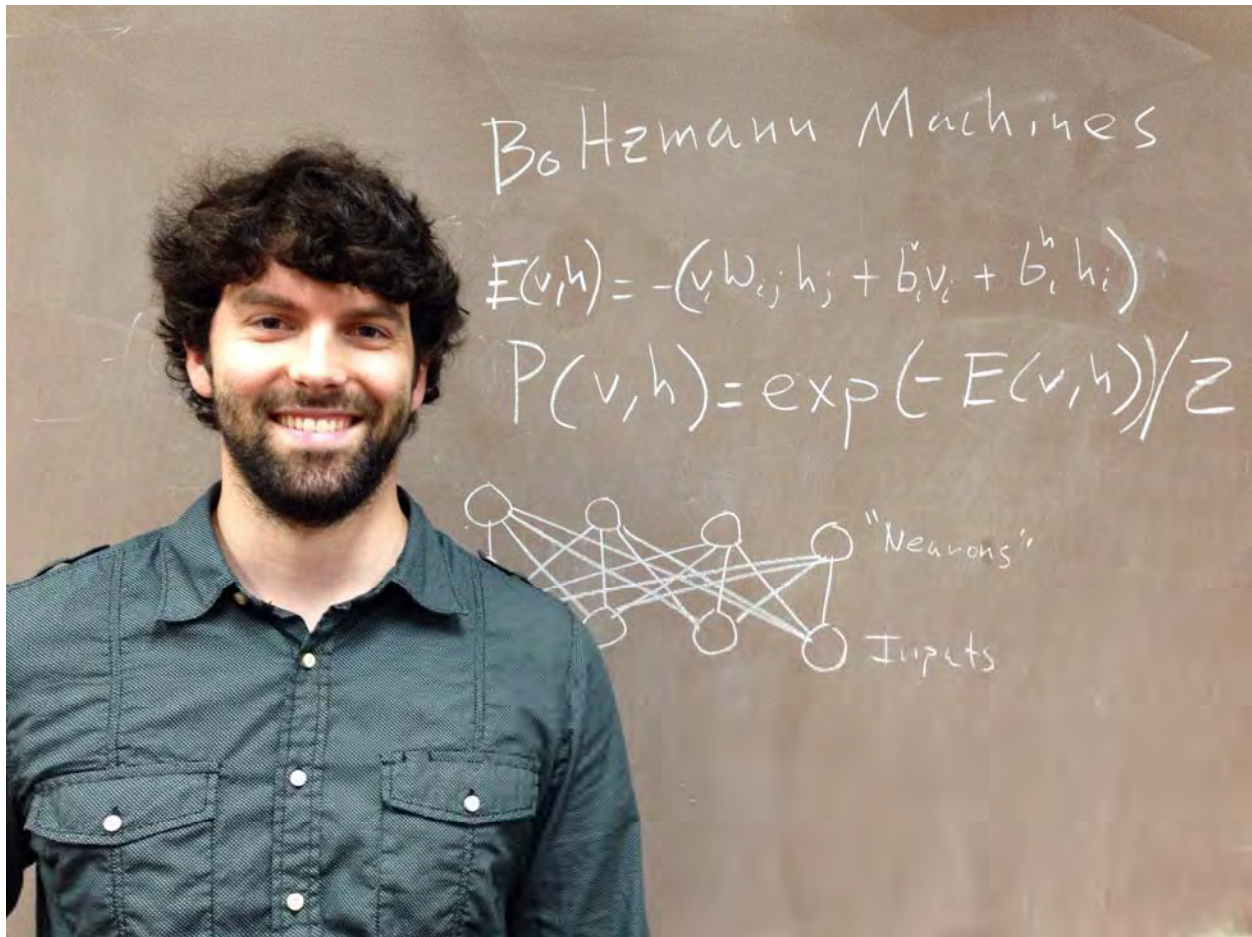


Teacher of the Year
selected by LTCC Students
Bruce Armbrust

Haldan Art Gallery

More than \$20,000 in operational costs are donated to the Haldan Art Gallery every year. Exhibits are free to the public and provides local and visiting artists the opportunity to share their work with the community.

The 2nd Annual **Off the Wall Art Auction** hosted by the LTCC Foundation is held every March with proceeds supporting scholarships and Student Success.



Jesse Livezey graduated from Cornell University in 2010 with a B.A. in Physics and Mathematics. At Cornell he studied how diffuse clouds of electrons can disrupt particle accelerator beams like the protons in the Large Hadron Collider. After teaching physics in Doha, Qatar for a year, he came to Berkeley as a graduate student. He is now at the Redwood Center for Theoretical Neuroscience and studies topics ranging from coding of sound in the auditory pathway to learning probabilistic models of images.

Outside of research Jesse is involved in the Berkeley Compass Project: a group of graduate and undergraduate students interested in improving science education and building community within the Physics, Astronomy, and EPS departments at Berkeley.

His talk "**Brain Physics: Using Mathematical Models to Understand the Brain**" will explore what we know about how the brain processes sensory inputs ranging from vision to audition, to touch. Furthermore, it will look at how the brain is influencing current algorithms that are in use at companies like Google and Facebook.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 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 meeting held on October 15, 2014.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: English as a Second Language (ESL) Scholarship Fund Update

On May 21, 2013, the Foundation Board of Directors took approved designating \$5,000 to the ESL Scholarship Fund for the 2014/15 academic year. Foundation Director, Diane Bisbee and Dr. Bob Cliff, will update the Board on the progress of the scholarship and the subcommittee's efforts.

The Rotary International club has also donated \$4,000 to this fund in support of the ESL Scholarship and the LTCC Foundation.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Superintendent/President's Report

Superintendent/President Dr. Kindred Murillo will provide an update regarding the 2014 general obligation bond and the Friends of Measure F Campaign.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

BOARD OF DIRECTORS

Regular
Meeting

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

MINUTES

Present: Ron Alling, Diane Bisbee, Paul Camacho, Dr. Bob Cliff, Adele Lucas, Leon Malmed, Dr. Kindred Murillo, Bob Novasel, Joe Tillson, Jeff Tillman, Kerry David

Absent: Gina Niceforo, Adele Lucas

Staff: Julie Booth

Guests: None

Call to Order Board President Mr. Bob Novasel called the meeting to order at 6:07 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

Discussion & Reports

Foundation Event & Campaign Updates Julie Booth reviewed the following:

Fill the Frame Campaign: The campaign was a successful fundraising effort and currently \$5,200 remains after the unveiling. There are still two outstanding items that are being addressed which include the installation of the permanent memorial sign and a layer of granite sealer to prevent vandalism.

2014 Taste of Gold Event: This year's event was truly successful and raised an additional \$4,900 compared to the 2013 event. Increases in silent auction items and ticket sales were identified and staff looks forward to planning for the 2015 event while building on the tremendous success from this year.

UNADOPTED MINUTES

Friends of LTCC Soccer Fund: The campaign for the Friends of LTCC Soccer will be launched in coordination with the upcoming game schedule and season.

The Foundation Board was encouraged to purchase tickets to the Kiwanis Community Fair sponsored by LTCC. 100% of the proceeds from the advance ticket books directly support the LTCC Foundation.

The Fall Quarter STEM speaker is scheduled for October 27th and will feature a neurological physics student, Jesse Livezey.

(Attachments A, B, C)

Finance Committee Report

Bob Novasel noted the Finance Committee discussed in great length the recommendation to support the General Obligation Bond now known as Measure F. The Finance Committee approved unanimously to raise funds for the general welfare of students and the faculty of Lake Tahoe Community College, and noted the funds may be used for assisting in funding the Measure F campaign, to provide funds for the general programs and services, or to assist in funding capital campaigns as presented.

Some members of the Finance Committee had expressed concerns of donating to the campaign from general funds due to donor intent and misperceptions at large. It was agreed by consensus of the group to support the campaign strictly through fundraising efforts.

Additionally, the Finance Committee agreed to request that the Foundation Board of Directors allow the Finance Committee to address any shortfalls with the fundraising for Measure F. This item will be considered for approval later in the meeting.

Dr. Murillo noted the committee also agreed to raise funds up to \$35,000 and there has been a great deal of consideration taken into account from legal staff and the Foundation's auditors. The LTCC Foundation may support and raise funds for Measure F under the Foundation's Articles of Incorporation.

Quarterly Financials

Jeff DeFranco updated the committee on the quarterly financials and year to date actuals noting total expenses are seen at \$117,544. The beginning balance for 2013/14 was \$331,287 and the ending balance is seen at \$336,070.

The unrestricted revenue was brought in at \$103,098 and expenses are seen at \$117,544. Jeff also reviewed the total annual fund revenue comparisons for 2013/14 as well as expenditures for major restricted programs.

Dr. Murillo noted SB 850 passed in the Assembly today and this will now go before the Governor. SB 850 would offer the opportunity for California Community Colleges to offer baccalaureate degree pilot programs.

Dr. Murillo also updated the Directors on the increase of international students, noting there are currently 32 international students from across the globe on campus, and excitement is growing around the intercollegiate soccer teams.

(Attachments D, E, F, G, H, I, J)

Superintendent/President's Report

Dr. Kindred Murillo noted there was great work made on the By-laws and Membership Committee and this item will resume following the Bond.

The General Obligation Bond process is moving forward and as mentioned in the Finance Committee report, the Foundation may support and raise funds for the Bond under the Foundation's Articles of Incorporation. The Political Advisory Committee has been doing great work and anyone interested in joining this group is welcomed.

Action Items

Consideration of Approval of Minutes – June 18, 2014

Moved David/Seconded Novasel/Passed unanimously to approve the minutes of June 18, 2014 as presented. *(Attachment K)*

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

Moved Cliff/Seconded Malmed/Passed unanimously to approve the Fiscal Year 2014/15 Final Foundation Budget as presented. *(Attachment L)*

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

Moved Cliff/Seconded Malmed/Passed unanimously to raise funds for the general welfare of students and the faculty of Lake Tahoe Community College, and noted the funds may be used for assisting in funding the Measure F campaign, to provide funds for the general programs and services, or to assist in funding capital campaigns as presented.

Consideration of Approval to Allow the Finance Committee to Address any Shortfalls with the Fundraising for Measure F (General Obligation Bond Measure)

Moved Alling/Seconded Cliff/Passed unanimously to allow the Finance Committee to address any shortfalls with the fundraising for Measure F as presented.

Discussion regarding the desire from the Finance Committee not to allocate funds from the general fund and to fundraise for Measure F took place. Donations received in support of the campaign to the Foundation are tax deductible.

Dr. Murillo noted that if the Bond passes, there will be over \$100 million dollars in renovations that will take place on campus and support from local business owners will be recognized.

Consideration of Approval Gifts and Donations, AP Architects

Moved Alling/Seconded Malmed/Passed unanimously to accept the gifts and donations from AP Architects as presented.

Consideration of Approval of Gifts and Donations, Linda Bronken

Moved Alling/Seconded Malmed/Passed unanimously to accept the gifts and donations from Linda Bronken as presented.

Consideration of Approval of Allocating Funds to Replace the Foundation Wall

Moved Cliff/Seconded Malmed/approved unanimously to approve allocating funds to replace the Foundation wall located in the commons, not to exceed \$3,000 as presented.

Announcements & Comments

Board Member Comments

None

Student Comments

None

Next Meeting Date

The next regular meeting of the Lake Tahoe Community College Foundation is scheduled for Wednesday, October 15, 2014 at 6:00 p.m., in room L104 on the College campus.

Adjournment

The meeting adjourned at 7:21 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

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Consideration of Approval of Establishing a Date for the 2015 Taste of Gold Event

Staff would like to begin preparing for the 2015 Taste of Gold event. In keeping with tradition, the event would be scheduled for Saturday, July 11, 2015.

Recommendation

It is recommended the Foundation Board approves scheduling the 2015 Taste of Gold event on July 11, 2015 as presented.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Consideration of Approval of Establishing a Name for the LTCC Library

The Lake Tahoe Community College (LTCC) Foundation would like to honor Mrs. Roberta L. Mason for over 40 years of dedication and service to the LTCC District and recognize her extraordinary contributions to the college.

In keeping with District Board Policy 7.41, the naming of college facilities will rest with the final authority of the Board of Trustees, however, it is through recommendations of current Foundation Directors, and former LTCC leadership, that the LTCC Foundation approves honoring Mrs. Mason by naming the library in her honor.

Recommendation

It is recommended the Foundation Board approves establishing a name for the library in honor of Roberta L. Mason as presented.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Consideration of Approval of Designating Program Support for the Tutoring and Learning Center (TLC)

The focus of the TLC is to improve student learning and success in all subject areas by developing a supporting environment that is stimulating, progressive, and relevant to students' academic growth, personal development and educational needs.

The TLC offers many services which include a math success center, free tutoring, K-12 math tutoring programs sponsored by LTCC Math Club students, assessment testing, a writing center, and study rooms. Due to limited funding, the TLC is asking the LTCC Foundation to designate \$1,000 in program support to continue to offer free services to deserving students at LTCC.

Recommendation

It is recommended the Foundation Board approves designating \$1,000 in program support to the TLC as presented.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Consideration of Approval of Designating Funds for a New Major Donor Recognition Wall

On August 20, 2014, the Foundation Board of Directors took action to update the current Foundation wall located in the commons. Directors Dr. Bob Cliff and Diane Bisbee along with the Assistant Director of the Foundation have made great progress in finalizing the installation of the new wall space which highlights current campaigns, student success efforts and college program support.

This committee would like to now move forward with installing a major donor wall located outside of the Board room near the LTCC Library. This wall would identify the Foundation Board of Directors, lifetime givers, annual givers and legacy gifts.

The committee is asking the Foundation Board of Directors to designate \$3,000 to implement this new donor recognition wall space.

Recommendation

It is recommended the Foundation Board approves designating funds not to exceed \$3,000 to implement a new major donor recognition wall as presented.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Consideration of Approval of Updating the Payden & Rygel Account Signatories

Staff would like to update the current signatory list for the Foundation's accounts hosted with Payden & Rygel. Current signers include Foundation Directors Kerry David and Ron Alling. Staff would like to include the Superintendent/President, Dr. Kindred Murillo and the Foundation's Treasurer, Mr. Jeff DeFranco to this list to expedite general investment transfers and other regular business.

Recommendation

It is recommended the Foundation Board approves updating the Payden & Rygel authorized personnel as presented.

**PAYDEN & RYSEL ASSET ALLOCATION MANAGEMENT AGREEMENT
"PRAAM"**

ATTACHMENT "B"

CLIENT INSTRUCTIONS – AUTHORIZED PERSONNEL

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

Any of the following individuals are authorized by Client to provide Payden & Rygel with instructions:

Kerry David

Name

Sample Signature

Ron Alling

Name

Sample Signature

Kindred Murillo

Name

Sample Signature

Jeff DeFranco

Name

Sample Signature

Client Signature

Date

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Consideration of Approval of establishing Merchant Services with Official Payments

In keeping with Foundation's Bylaws, staff would like to begin using Official Payments as a method of taking credit card transactions. The District currently holds a contract with Official Payments and the LTCC Foundation has the opportunity to use this service with no additional fees.

Recommendation

It is recommended the Foundation Board approves establishing merchant services with Official Payments as presented.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

CLOSED SESSION REPORTS & FIRST READINGS ACTION ITEMS INFORMATION

DATE: October 15, 2014

TO: Foundation Board

FROM: Superintendent/President

SUBJECT: Consideration of Adoption of the LTCC Foundation's Characteristics and Responsibilities Document

On April 21, 2014, the Foundation's Membership and Bylaws subcommittee began establishing and updating the membership document in an effort to identify the major characteristics and responsibilities of the Board of Directors when recruiting for new members. The Foundation's membership document is presented for your review and consideration of adoption.

Recommendation

It is recommended the Foundation Board adopts the LTCC Foundation's Characteristics and Responsibilities document as presented.

LAKE TAHOE COMMUNITY COLLEGE FOUNDATION

Characteristics and Responsibilities of the Board of Directors

Participating as a member of the Board of Directors of the Lake Tahoe Community College Foundation is an exciting opportunity to make a difference in our community by assisting and investing in the development and growth of a vital community asset.

Board member desirable characteristics are:

- Have or develop a passion for higher education and/or Lake Tahoe Community College.
- Be willing to learn the College mission and goals.
- Be willing to commit to the responsibilities of a Foundation Board member.
- Be able to advocate for and represent the college in a variety of settings within the community.
- Be willing to raise financial contributions for the college.
- Be willing to commit financially to the College.

The responsibilities of the Board of Directors include:

- Regular attendance at board meetings
 - Asking questions and constructively participating in the discussions
- Participation in committees
 - Work in an area where your skills and background would be of value
- Assistance in soliciting support and personally donating
 - Board members are expected to attend Foundation events and encourage attendance from contacts.
 - Financially support the students and the activities of LTCC to the best of your ability.