

Ventura College Foundation  
**BOARD OF DIRECTORS MEETING**  
**Monday, November 16, 2015, 5:00 p.m.**  
Union Bank Community Partners Center

**MINUTES**

A regular meeting of the Board of Directors of the above corporation was held on **Monday, November 16, 2015 at 5:00 p.m.** at the Union Bank Community Partners Center in Ventura, CA. The purpose of the meeting was to conduct general business.

A quorum was declared present based on the presence of the following directors:

Directors Present (20): Tom Anthony, Robert Beilin, Amy Cherot, Ken Collin, Ellyn Dembowski, Ruth Hemming, Elise Kearney, Alex Kolesnik, Matt LaVere, Mike Montoya, Erin Prewitt, Rene Rodriguez, Donna Santo, Norbert Tan, Richard Taylor, Eleanor Tillquist, George Tillquist, Rob van Nieuwburg, Sharon Watts Woolley, and John Woolley

Directors Absent (6): David Bianco, Greg Gillespie, Daniel Jahng, Michael Klausler, Vicki Murphy, and Helen Yunker

VCF Staff in attendance: Kat Armstrong, Anna Bencoter, and Anne King

Special Guest(s): Portia Bray, Scholarship Recipient

**CALL TO ORDER**

Ventura College Foundation Chair John Woolley called the meeting to order at 5:01 p.m.

**CONSENT AGENDA**

- **MOTION: It was moved that the Board of Directors approve the August 26, 2015 Board of Directors minutes. MSC.**

**STUDENT SPEAKER**

Ms. Armstrong introduced student guest speaker Portia Bray. Ms. Bray returned to college after raising two children as a single mother and working 50-60 hours per week as a hair dresser. Ms. Bray's was inspired to work in hospice care after her brother's struggle with cancer and family's struggle at the end of his life. While at Ventura College, Ms. Bray checked out books from the Lending Library. Recently, she received the Rotary Club of Ventura Scholarship through the Foundation which has allowed her to work fewer hours and take a certification course necessary for hospice care. Ms. Bray thanked the Board for their important work to make her dreams a reality.

**FACULTY SPEAKER**

Mr. Woolley introduced faculty guest speaker and newly appointed board member, Mr. Alex Kolesnik. Mr. Kolesnik is a mathematics professor at Ventura College, but is taking a break from instruction this year as the current Academic Senate President. Mr. Kolesnik explained that the Academic Senate represents college faculty on both academic and professional matters. The Academic Senate oversees faculty staffing priorities, curriculum, accreditation, program review and more. Mr. Kolesnik thanked the board for their support of Ventura College and its students and is looking forward to serving as a board member.

**ITEMS REMOVED FROM CONSENT AGENDA**

None.

**COMMITTEE, STAFF AND ADMINISTRATIVE REPORTS**

College President: Mr. Tan and Mr. Kolesnik gave the report. Dr. Gillespie is away at a conference in San Diego. Mr. Kolesnik reported that the college is continuing their work with the *Achieving the Dream Network*. A data summit was held on Friday, November 6, 2015 and an equity committee was hired to analyze college data and make decisions to close the equity gap. Our data is benchmarked with 200 other community colleges. Mr. Tan reported that the Promise grant is making an impact on closing the equity gap.

Board Chair: Dr. Woolley gave the report. Mr. Bianco was hospitalized while traveling in Italy. He has been transported to a hospital in Boston to be near his family. Get well cards will be made available at the Foundation office for board members to sign.

Mr. Woolley asked Mr. Taylor to introduce new board member, Dr. Robert Beilin. The Beilins have established two scholarships in honor of their daughter and Dr. Beilin's mother.

Executive Director: Mr. Tan reported that the college's executive team has offered to pay 25% of Marketplace campus security costs as well as waive the cost of the Science and Mathematics building restroom renovation. Mr. Tan also announced completion of the 2014/15 Annual Report. Each board member was given a copy. A media compilation of Mayerson Marketing and PR's work for the Foundation was shared.

Program Sustainability: Ms. Watts Woolley gave the report. To date \$154,000 has been raised over the next 5 years for the Promise. The Rotary Club of Ventura donated \$5,000 of fireworks proceeds to the Promise. Ms. Watts Woolley thanked the board for their individual contributions and fundraising efforts. Ken Collin hosted a successful house party and introduced a major donor prospect to the Foundation. Ellyn Dembowski's daughter's Soroptomist club donated stethoscopes to the Nursing program to help students in need. Elise Kearney will host a donor recognition event at the end of the fiscal year. The committee will meet in early December to discuss additional fundraising strategies moving forward.

Scholarships and Grants: Dr. Woolley gave the report. The budget was approved to award 660 students the Promise grant. The budget was later amended to use funding from the reserve to award the Promise grant to 1,000 students. The Foundation received 941 applications. More data will be available after January 1, 2016 to prepare the 2016/17 budget with recommendations from the committee.

- **Foster Youth:** Ms. Watts Woolley gave the report. The subcommittee is working with the college and Equity Committee to ensure efforts complement one another. The college plans to open a Foster Youth Center with specialized services including tutoring. Mr. Woolley will meet with Casa Pacifica to explore replicating their program.
- **Veterans:** Mr. Woolley gave the report. In 2014/15, fifteen scholarships were awarded to veterans. The Veterans Resource Center is very happy to partner with the Foundation. VC Veterans Resource Center Liason, Perry Martin, will share budget requests with Mr. Woolley and Mr. Tan who will report back to the committee. Mr. Tan reported the success of the Veterans Resource Center anniversary celebration with a \$25,000 gift from California Resources Corporation for veterans' scholarships.
- **Textbook Lending Library:** Mr. LaVere gave the report. The library used \$6,000 from an outside source to replenish the reserve library for spring. There was a surplus of \$14,000 in the Textbook Lending Library fund which will be used toward a voucher program. Mr. Anthony asked about the cause of the surplus. Mr. Tan explained that coordination the Foundation and campus did not coordinate textbook assistance efforts. The committee is working with campus staff to improve coordination of efforts. 330 books will replenish the Reserve Library next year with possible consideration of textbook support allocated to the Veterans Resource Center. The committee will meet in the new year to discuss administration of bookstore vouchers. Foundation staff will work directly with Barnes and Noble to obtain book checkout statistics.

Finance:

- Mr. Montoya gave the report. Mr. Montoya commended the Program Sustainability Committee and Foundation staff for their Promise fundraising efforts. The finance statement variance to budget summary is referenced on page 23 of the board packet. Mr. Anthony asked if the increase in Marketplace revenues is a result of increased vendor participation on Saturdays and parking charges. Ms. Benscoter confirmed this to be true.

Investment: Mr. Taylor gave the report. Highlights on pages 32-36.

Nominating: Mr. van Nieuwburg gave the report. There are 6 names to consider. The committee will present names to the full board after conducting individual meetings. Mr. Anthony asked if there will be an ex-officio board position for a Ventura College student. Mr. Woolley confirmed that we will need a recommendation from the Bylaws Committee for approval at the February full board meeting. Mr. van Nieuwburg confirmed that the next Bylaws Committee will meet on December 1, 2015.

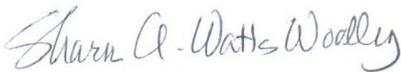
Audit: Mr. Tan gave the report. The Foundation did not receive a management letter. There was no change to the audit report after the committee meeting.

**GENERAL DISCUSSION AND OTHER TOPICS**

Mr. Woolley commended Ms. Watts Woolley, Ms. Dembowski, the Program Sustainability Committee and fundraising house party hosts for their contributions to the Promise fundraising campaign. Ms. Watts Woolley announced that there will be a Strategic Planning Committee meeting in January 2016 and invited all interested to join the committee. This is the third year of the 3-year strategic plan. Moving forward, the committee will focus on a 1 year bridge plan. Mr. Tan announced the Board of Directors holiday party will be held at Mr. LaVere's parents' house on December 18, 2015. Mr. Rodriguez thanked the board for their support during his medical recovery.

**ADJOURNMENT**

There being no further business, the meeting was duly adjourned at 6:19 p.m.



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Sharon Watts Woolley  
Secretary, Board of Directors

**February 17, 2016**

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Date

*MINUTES TAKEN AND RECORDED BY KAT ARMSTRONG.*