

**Ventura College Foundation  
BOARD OF DIRECTORS MEETING  
Wednesday, June 21, 2017, 5:00 p.m.  
Ventura College Campus, MCW 312**

**MINUTES**

A regular meeting of the Board of Directors of the above corporation was held on **Wednesday, June 21, 2017 at 5:00 p.m.** at the Ventura College Campus, MCW 312 in Ventura, CA. The purpose of this meeting was to conduct general business.

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

Directors Present (20):

Robert Beilin, Elena Brokaw, Ken Collin, Aurora de la Selva, Ellyn Dembowski, Ruth Hemming, Kim Hoffmans, Tatiana Juarez, David Keebler, Stephen Kipp, Nicole Kreutz, Michael Montoya, Michael Orman, Rene Rodriguez, Donna Santo, Norbert Tan, Eleanor Tillquist, George Tillquist, Rob van Nieuwburg, Patricia Wendt

Directors Absent (6):

Amy Cherot, Greg Gillespie, Leslie Herrera, Alex Kolesnik, Matt LaVere, Helen Yunker

VCF Staff in attendance:

Anne King, Sean Donnelly, Suzie O'Connell, Cyndie Whitley

Special Guest(s):

Paige Treloar-Ballard, Scholarship Recipient

**CALL TO ORDER**

Ventura College Foundation Board Chair Rob van Nieuwburg called the meeting to order at 5:10 p.m.

**WELCOME**

Mr. van Nieuwburg requested introductions around the table. Attendees introduced themselves, years of service on the board, and their occupation. Mr. van Nieuwburg welcomed Educational Assistance Center Director, and ex-officio board member Patricia Wendt. Mr. Tan reminded the board that Ms. Wendt will serve as the faculty representative on the board. Mr. van Nieuwburg welcomed incoming Interim Ventura College President and ex-officio board member, David Keebler.

Mr. Tan reminded the board that Mr. van Nieuwburg was instrumental in setting up the T-10 program. Dr. Hoffmans announced that there is an accreditation meeting for the T-10 program on July 19<sup>th</sup>, 2017, which Mr. van Nieuwburg said he would attend as the VCF Board representative.

**APPROVAL OF ITEMS ON CONSENT AGENDA**

- **MOTION:** Mr. van Nieuwburg moved that the Board of Directors approve the March 22, 2017 Board of Directors minutes. MSC.
- **MOTION:** Mr. van Nieuwburg moved that the Board of Directors approve appointment of Michael Orman to the Ventura College Foundation Board of Directors. MSC.

- **MOTION:** Mr. van Nieuwburg called for names to be added or changed from the proposed roster for the 2017/18 Board of Directors and Officers (pg. 58). Mr. Tan observed that the treasurer position will be vacant, but that nominations could continue by email. Mr. Montoya nominated Ms. Kreutz for Treasurer. Ms. Kreutz requested more information on the position. Mr. van Nieuwburg answered that it consisted of meeting with him and staff quarterly. Ms. Kreutz agreed to have her name put forward for Treasurer. Mr. van Nieuwburg moved that the Board of Directors approve the 2017/18 Board of Directors and Officers roster with this addition. MSC.

#### **STUDENT SPEAKER**

Mr. Tan introduced student speaker Tatiana Juarez. Ms. Juarez is the outgoing ASVC President. She thanked the board for the opportunity to serve with them and make the students' voices heard in the Foundation. She expressed excitement for the incoming ASVC President Leslie Herera's ex-officio position on the board. Ms. Juarez shared that student involvement has increased over the past year, citing greater percentages of the student body attending campus events. Ms. Juarez has one year left at VC and will be volunteering at CMH Hospital as well as working as a caregiver over this next year. She stated that the VC Promise enabled her to begin volunteering while pursuing her studies, which has allowed her to position herself where she is today. She thanked the board for their support of the VC Promise and all the resources that the Foundation offers to students.

Mr. Tan next introduced student speaker Paige Treloar-Ballard. Ms. Treloar-Ballard received the Martin Hansen Family Scholarship for \$10,500. Ms. Treloar-Ballard attended Foothill Technology High School. Initially, she had not considered attending a community college. She attended the University of Michigan immediately after high school and competed in water polo. She did not have a good experience and returned home. Ms. Treloar-Ballard decided to attend Ventura College and received the BOG waiver. She felt incredibly supported academically and in athletics. On the VC swim team, she received the Ventura County Intercollegiate Athlete of the Year award. Ms. Treloar-Ballard applied for and received Foundation scholarships. She thanked the board for the scholarships, as they have given her the opportunity to pursue her dreams. In spring, Ms. Treloar-Ballard graduated with four associates degrees and is transferring to University of California, Santa Barbara (UCSB) in the fall. Dr. Hemming asked what Ms. Treloar-Ballard's goals were. Ms. Treloar-Ballard replied that she wanted to pay it forward by coming back to teach at community college. Mr. Tan asked what distances Ms. Treloar-Ballard competes in swimming. Ms. Treloar-Ballard answered that she is a sprinter, including the 100 meter butterfly. Dr. Hoffmans asked Ms. Treloar-Ballard how her VC experience will help her at UCSB. Ms. Treloar-Ballard replied that the smaller campus coupled with the attention of her professors has allowed her to find her voice. She is headed to UCSB more confident than when she attended the University of Michigan.

#### **SPECIAL TOPIC – VC EDUCATIONAL MASTER PLAN**

Mr. van Nieuwburg invited Dr. Hoffmans to present the Ventura College Educational Master Plan. Dr. Hoffmans introduced the "Top Five in Six," a plan to make Ventura College a top five college within six years. The Plan has two broad goals; (1) improve student success metrics to level that places VC among the top five California community colleges, and (2) close equity gaps in student outcomes. Dr. Hoffmans highlighted that over the past 20 years, there has been an ethnicity shift in the student population. In 1996, the number of Hispanic students was half of the white student population. In 2016, the number of Hispanic students had increased to double the white student population. Additionally, the average age of VC students has dropped by more than four years over the same period. Dr. Hoffmans emphasized the Foundation's importance by noting that over 62% of VC students are dependent on financial aid.

Dr. Hoffmans indicated that VC is pursuing five main objectives; (1) increase the success of VC students while closing equity gaps, (2) increase our community's access to transfer, workforce preparation, and basic skills education, (3) strengthen local/regional partnerships and community engagement, (4) enhance institutional effectiveness and accountability to improve innovation and student outcomes, and (5) effectively manage campus resources to meet student and community needs.

Currently, VC's completion rate is 53.2%. The #5 community college in the state has 62.3%, and the state average is 48%. To reach the goal of a top five college, VC is pushing to surpass a 62.3% completion rate. Currently, Hispanic students are the largest population at VC, but they have the lowest completion rate. Additionally, there is a slight gap in male success versus female success. Dr. Hoffmans stated that closing these equity gaps is a priority.

Dr. Hoffmans concluded noting that the Foundation plays a critical role in providing students opportunities to complete their studies with the Promise program, Textbook Lending Library, scholarships, and more. The Foundation also helps strengthen local partnerships. Moving forward, VC needs help funding important initiatives on campus, such as a grant application for science lab equipment, which the college unfortunately did not receive. Dr. Hoffmans mentioned that perhaps the Foundation could help support the college in this way.

Mr. Rodriguez asked about the VC Master Plan development process. Dr. Hoffmans noted that a special committee was formed to develop the plan. Mr. Keebler added that the committee was charged with determining a specific plan with clearly defined goals. Originally, the committee proposed 68 goals, which were later refined to five goals with associated action steps to review how to achieve each goal.

#### **ITEMS REMOVED FROM CONSENT AGENDA**

No items were removed from the consent agenda.

#### **COMMITTEE, STAFF, AND ADMINISTRATIVE REPORTS**

Board Chair: Mr. van Nieuwburg gave the report. He announced that there will be a Promise fundraising house party on June 28<sup>th</sup> at Doug Halter and Randy Encinas' home. He welcomed the board to attend and bring a guest. Ms. Kreutz asked for a description of the house party. Ms. King gave a brief overview of the fundraising party's program and goals. Ms. Dembowski encouraged new board members to attend. Dr. Hemming asked the time of the event. Mr. Tan confirmed it would be from 5:30-7pm. Mr. Tan explained that the Foundation would not be hosting traditional fundraisers with live/silent auctions which use a significant amount of staff and board resources. Mr. Tan added that the house party Benevon-type model is being used by over 4,000 non-profits nationwide.

College President: Mr. Keebler gave the report. He said that he intends to drop the word "interim" from the idea of his new position, and rather that he be considered the President for one year. He stated that he wants to make a difference. His greatest priority is to build capacity for student success. He wants the College to be able to provide resources to all students and sees the Foundation as instrumental in this effort. He envisions this community college becoming a real community. Mr. Keebler closed by saying that many colleges are behind the times, asking students, "Are you ready for us"? He wants VC to be asking students, "Are we ready for you"?

Executive Director: Mr. Tan gave the report. Mr. Tan thanked Mr. Keebler for his longtime support and noted that Mr. Keebler came to Ventura College during the recession and provided great support along

with Dr. Robin Calote during that difficult time. Mr. Tan noted highlights on Foundation activity on pages 7-10. Mr. Tan stated that a press release was ready to be distributed following the board's closed session to discuss the transition process with the new interim executive director. Mr. Tan emphasized the need for clear communications to donors about the transition, amid recent turnover in the local nonprofit community.

Mr. Tan mentioned the First Year Experience program, a recent development to help incoming students, noting that it has worked very well. Mr. Tan stated that the program had served several students to date. Dr. Hoffmans confirmed that the program has assisted approximately 500 students. Mr. Tan mentioned that a mentorship program is also available, and Ms. Wendt commented that the success rate of students in the program is much higher than the average student's success rate.

Program Sustainability: Ms. King gave the report. Fundraising highlights are on page 13. Bill Scarpino pledged \$40,000 over the next 5 years to launch a Veteran's Promise program, named in honor of his father and mother and has been active in recruiting more donors to ensure the continued success of the program. Through Michael Spurgeon, the Foundation applied for and received a \$50,000 grant from the Albert and Elaine Borchard Foundation to support the annual Promise program and a Promise endowment. Ms. Dembowski facilitated a \$2,000 grant from the Berkshire Hathaway Foundation. Mr. Montoya aided in securing a fundraising house party at Staci Johnson's home. Ms. Johnson offered her house for the donor appreciation event in the fall. Foundation board members in Rotary facilitated a \$10,000 grant for scholarships and the Textbook Lending Library. Former board member, Elise Kearney, assisted in securing a \$10,000 grant from Bank of America. Ms. de la Selva and her sister are creating a scholarship in honor of their mother. The Ventura College Student Success Committee approved a \$15,000 proposal to supplement funding for the Textbook Lending Library. This money will be sent directly to the VC Library for use toward the Lending Library. Mr. LaVere secured an additional \$3,500 from the Tyrone Heritage Foundation to support the Textbook Lending Library. Currently, the Foundation is processing and stewarding several donations toward memorial scholarships in honor of Tim Suel, Lucia Tebbe, and Wendy McGee. Ms. King thanked the board for creating an environment where the Foundation is a place that people wish to honor their loved ones. The Foundation exceeded their sponsorship goal by 53% in large part due to the efforts of the Board in securing meal sponsorships for the Gala. Mr. Tan thanked Mr. van Nieuwburg for facilitating an estate gift from scholarship donor, John Lupton. Ms. King reported that Kathy Schrader has committed a gift of \$100,000 from her estate. Ms. King added that we have also received notifications of estate gifts from scholarship donor, Mike Ewens and Abra Flores, Foundation Faculty Ambassador.

Ms. King referred to the Promise House Party report on page 15 noting that many of the donors were new donors to the Foundation. Mr. Tan added that most of the money raised is net gain, as the cost to the Foundation per fundraising event is under \$500. Ms. King pointed to the graph on page 18, illustrating how multi-year pledges from fundraising house parties will benefit us in future years. Ms. King referred to the graph on page 16, noting that we are behind goal for annual Promise fundraising, and that the last fundraising house party on June 28<sup>th</sup> will help to close that gap. Ms. King pointed to the graphs on page 17, noting that while funds raised have increased, the number of donors has decreased. While our current donors are more invested, we have a fewer number of supporters. Therefore, we must focus upcoming fundraising efforts on donor acquisition. Ms. King noted that the national average of charitable giving from individuals is 72%, and that the Foundation's percentage giving from individuals is above that. This is important for sustainability, as it puts us in a position to rely minimally on company and granting foundation support. Ms. King reported that despite the \$31,000 gap between funds raised

and the fiscal year's Promise fundraising goal, if we receive an expected \$375,000 grant from the National Science Foundation, we will have raised \$1.4 million this year.

Mrs. Dembowski mentioned that she has just returned from the National Rotary Convention in Atlanta, which she had attended with Mr. van Nieuwburg. During a Promise breakout session, Mrs. Dembowski learned that the Ventura College Promise program is more sophisticated than many others and that we are nationally recognized as a leader in Promise programs.

Finance: Mr. Tan gave the report. Ms. Benscoter is available for meetings upon return from her vacation should any board members have questions regarding financials. The Finance Report is on pages 19-29.

- **MOTION:** Mr. van Nieuwburg moved that the Board of Directors approve the 2017-2018 Operating Budget and Narrative. MSC.

Investment: Mr. Tan gave the report. The Investment Committee met on June 19<sup>th</sup>. The Investment Report was handed out. Highlights on page B. Foundation investments have outperformed the national average by almost 6%. We have three investment pools. Pool 1 contains most of our endowed funds. Pool 2 contains money from the Martin Hansen Scholarship endowment specifically invested as directed. Pool 3 contains approximately \$250,000. The Foundation has a 40/60 bond/equity split. If interested, more information is available on the investment portfolios. Mr. Tan reminded the board that the Foundation is always open to presentations from other investment companies.

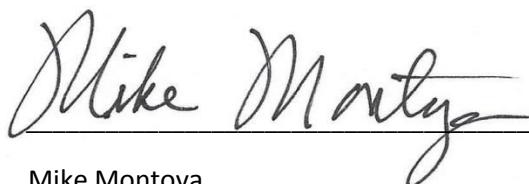
Nominating: Mr. Tan gave the report. The Committee Chart is on page 59. Mr. Tan encouraged board members to request if they are interested in serving on different or additional committees. Ms. King noted that as the college approaches its centennial in 8 years, it is imperative that the Nominating Committee continue to grow the board with a capital campaign in mind.

#### **CLOSED SESSION**

The board convened a closed session to discuss a transition plan regarding the Interim Executive Director.

#### **ADJOURNMENT**

There being no further business, the meeting was duly adjourned at 6:45pm.



Mike Montoya  
Secretary, Board of Directors

6/29/2017

Date

*MINUTES TAKEN AND RECORDED BY SEAN DONNELLY.*