

Ventura College Foundation
BOARD OF DIRECTORS MEETING
Wednesday, September 25, 2019, 5:15 p.m.
Guthrie Hall – Ventura College Campus

MINUTES

A regular meeting of the Board of Directors of the above corporation was held on **Wednesday, September 25, 2019, at 5:15 p.m.** at Guthrie Hall on Ventura College campus 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 (18): Bob Beilin, Catherine Bojorquez, Amy Cherot, Nuris Dante, Ellyn Dembowski, Ruth Hemming, Kim Hoffmans, Anne King, Stephen Kipp, Nicole Kreutz, Matt LaVere, Michael Montoya, Kristin Ockert, Michael Orman, Eleanor Tillquist, Rob van Nieuwburg, Patricia Wendt, Harald Wulff

Directors Absent (6): Keith Barnard, Boomer Butler, Ken Collin, Daisy Castillo, Abra Flores, Donna Santo

VCF Staff Present (5): Jaimee Galvan, Julie Harvey, Susan O’Connell, Gerry Pantoja, Cyndie Whitley

CALL TO ORDER

Board Chair Rob van Nieuwburg called the meeting to order at 5:33 pm.

WELCOME

Mr. van Nieuwburg welcomed board members.

GUEST SPEAKER

Robert Lawson, director of the music program at Ventura College, shared information regarding the Schwab Academy program that took place over the summer. A grant from John Hammer covered tuition for seventeen students to attend the program. Each week the students learned different types and styles of music. The academy experience for these students showed strong improvement in their performance levels. Mr. Lawson emphasizes that the students enjoyed the program immensely. Next summer, the academy will run June 29 - July 19, 2020. Auditions begin in April 2020. The music program plans to do marketing and outreach into the community. Dr. Hoffmans thanked Mr. Lawson for his dedication and hard work with the music program at Ventura College. Mrs. King suggested Mr. Lawson share his story of Miriam Schwab and her legacy. Mr. Lawson described the wonderful character that was Miriam Schwab, and her dream to create the academy and carrying on the memory and legacy of her late husband with the Annual Henry Schwab Violin Competition.

APPROVAL OF ITEMS ON CONSENT AGENDA

MOTION: Dr. Hemming moved to approve the consent agenda. Mrs. Dembowski seconded. MSC.

The consent agenda contained approval for the following:

- Minutes of the June 26, 2019 Board of Directors Meeting
- New board member Abra Flores
- New board member Harald Wulff
- Management of unrestricted funds including \$299,000 to establish a reserve in investment account Pool 1, and \$100,000 in investment account Pool 3 for three items: Anticipated legal fees, expected additional CalPERS assessment, and one-time Marketplace expenditures due to district decisions out of the control of VCF.
- Scholarship Eligibility for High School Seniors
- 2018/2019 Audit

SOCIAL MEDIA MOMENT:

Ms. Harvey shared data to the board on the progress of outreach through social media. The VC Foundation Facebook page went from having 8-10 likes a month to having 8-10 likes a week. Ms. Harvey recognized and celebrated Mr. van Nieuwburg for having the most likes, comments and shares on the VC Foundation Facebook page.

COMMITTEE, STAFF, AND ADMINISTRATIVE REPORTS

Board Chair:

Mr. van Nieuwburg stated that the full board meeting and holiday party on December 18, 2019 would be at the Ventura Yacht Club. He requested other board members to assist him and Dr. Hemming in sponsoring the event. Mr. van Nieuwburg announced that Michael Schouten has resigned as ASVC president, and the new student board member will be new ASVC president and VCF student ambassador, Daisy Castillo.

College President:

Dr. Hoffmans shared the new campaign with Ventura College being a flagship. She explained flagship defined as prominence and something that adds value. Dr. Hoffmans celebrated that VC was the first college to have the Promise, and now the state has recognized the importance of this cause. She also stated the college has been providing quality education in the community for 94 years. Dr. Hoffmans is grateful for the partnership with the VC Foundation to help in the college's success. She shared that community education is coming back to VC campus. In addition, the college is reviewing proposals for reopening the cafeteria. Dr. Hoffmans was excited to share news about the agriculture programs newest learning lab, which is the avocado orchard. The new avocado orchard was possible through the efforts of VCF board member Keith Barnard from Mission Produce. Dr. Hoffmans announced the college is preparing an assessment report for goals and recommendations from the most recent accreditation process.

Executive Director:

Mrs. King shared information of the date for the official ribbon cutting and grand opening ceremony for the orchard, December 10, 2019. She also informed the board of an Oral History project event happening on campus, and encouraged the board to attend. Mrs. King celebrated the news of VCF's newest staff members Stephanie Montenegro, part-time events specialist, and Evelyn Wembakpete part-time development database assistant. She also welcomed Cathy Bojorquez to the board as appointed by Dr. Hoffmans for the ex-officio administration board position.

SCHOLARSHIPS AND GRANTS COMMITTEE:

Dr. Hemming shared that the committee has been highly active this year and welcomed board members to participate and join the committee if interested. She also thanked the board for approving action item D on the agenda as that was a highlighted and important topic from the committee. Dr. Hemming reviewed the program summary highlights with the board.

PROGRAM SUSTAINABILITY COMMITTEE:

Mrs. Dembowski informed the board that the committee discusses fundraising. She celebrated the positive efforts of the Presidents circle mailing with a significant increase in unrestricted funds. Mrs. Dembowski shared news that the next campus community tour is on October 10, and encouraged board members to attend. Mr. Pantoja reviewed the year-end fundraising reports.

MARKETPLACE COMMITTEE:

Mr. van Nieuwburg emphasized that a major source of success and income for the VC Foundation comes from the weekend Marketplace. He celebrated that on Sundays business is booming, and that the committee is working on ideas to help build up the slower Saturday business. The Marketplace committee would like to encourage board members to share space rental information to help bring in more business with an emphasis to focus on produce and prepackaged foods. Mr. van Nieuwburg informed the board that nonprofits could utilize free vendor space rentals on Saturdays. Mrs. King shared information that the Weekend Marketplace will be holding a health fair on October 12.

FINANCE COMMITTEE:

Mrs. Kreutz announced that the overall year-end financials were positive and that the VC Foundation is in good shape for the year ahead.

AUDIT COMMITTEE:

Mrs. King read a statement from audit committee chair, Boomer Butler. Mrs. King highlighted that this year's audit had no materials weaknesses nor deficiencies.

INVESTMENT COMMITTEE:

Mrs. King explained that the Investments were doing well. She also shared that Mr. Pantoja has been working hard to discuss changing investment strategies for Pool 2, the Martin Hansen scholarship endowment fund, with the Hansen family.

STRATEGIC PLANNING COMMITTEE:

Ms. Ockert shared that the committee is working on input from the board retreat, feedback from other committee meetings, surveys, and the March community forum information. Ms. Ockert has been working with Mrs. King with processing the plan. The committee would like to canvas the board to broaden networks in hopes to collect more contacts to invite to the community forum to be held in January. There will be save-the-dates sent to the board as soon as the date is confirmed.

NOMINATING COMMITTEE:

Mr. LaVere welcomed new board members Abra Flores and Harald Wulff. Mr. LaVere shared that the committee is working on a mentorship plan for newer board members to be matched with seasoned board members to assist with the onboarding process.

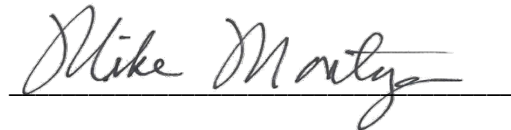
PERSONNEL COMMITTEE:

No report

ADJOURNMENT

- **MOTION:** Mr. LaVere moved to adjourn. Mr. Montoya seconded. MSC

There being no further business, the meeting was duly adjourned at 6:37 pm.



Mike Montoya
Secretary, Board of Directors

October 22, 2019

Date

MINUTES TAKEN AND RECORDED BY SUSAN O'CONNELL.