

Ventura College Foundation

Executive Committee Meeting

Thursday, June 9, 2022, 5:15 – 6:45pm
VC Foundation Conference Room
71 Day Road, Ventura 93003 w/Zoom Option

Executive Committee Members: Ellyn Dembowski – Board Chair & Program Sustainability Chair, Nicole Kreutz – Vice Chair, Mike Orman – Treasurer, Abra Flores– Secretary, Kim Hoffmans – College President, Rob van Nieuwburg – Immediate Past Chair & Marketplace Committee Chair, Anne King – Executive Director, Robert Beilin – Co-Chair DEI Advisory Committee, Boomer Butler - Audit Chair, Amy Cherot – Scholarship & Grants Committee and Co-Chair DEI Advisory Committee, Ken Collin –Investment Chair, Kristin Ockert – Strategic Planning Co-Chair, Matt LaVere – Nominating Committee & Personnel Committees Chair

Staff: Juli Blasingame

AGENDA

- | | | | |
|-----------|----------|---|-----------|
| 5:15 p.m. | A | <u>CALL TO ORDER</u> | DEMBOWSKI |
| 5:20 p.m. | B | <u>APPROVE EXECUTIVE COMMITTEE MEETING CONSENT AGENDA</u> <ol style="list-style-type: none"><u>Motion A:</u> Pursuant to CA-AB 361, approve 30-day authorization of virtual meetings for Executive Committee and Full-Board Meetings of the Ventura College Foundation.March 9, 2022 Executive Committee Meeting Minutes (p. 4-5)June 22, 2022 Full Board Meeting Agenda (p. 6-7) | DEMBOWSKI |
| 5:25 p.m. | C | <u>ITEMS ADDED AFTER MEETING PACKET WAS POSTED</u> | KING |
| 5:30 p.m. | D | <u>FULL BOARD MEETING CONSENT AGENDA</u> <ol style="list-style-type: none">March 23, 2022 Full Board Meeting Minutes (p. 8-10)Marketing Moment (p. 11-13)5-3-22 Scholarship and Grants Committee Meeting Minutes (pending)3-14-22 Program Sustainability Committee Meeting Minutes (p. 14-15)4-13-22 Program Sustainability Committee Meeting Minutes (p. 16-17)5-17-22 Program Sustainability Committee Meeting Minutes (p. 18-19)Q3 Development Report FY21-22 (p. 20-27)Marketing & Media Report (p. 28-32)5-10-21 Policy on the Release and Use of Alumni Data (p. 34-36)<u>Motion C: Approve Alumni Data Sharing Policy as presented and referenced in Memo C (p. 33)</u>3-9-22 Finance Committee Meeting Minutes (p. 38-39)6- 9-22 Finance Committee Meeting Minutes (pending)4-6-22 #1 Budget Committee Meeting Minutes (p. 40)5-4-22 #2 Budget Committee Meeting Minutes (p. 41)2022-23 Budget with Assumptions Attached (p. 42-47) | |

16. **Motion D: Approve FY21-22 proposed budget and assumptions as presented** (p. 42-47)
17. FY21-22 Q3 Financial Reports (pending)
18. FY21-22 Q3 Variance Report (pending)
19. 5-18-22 Investment Committee Minutes (p. 48)
20. Miracle Mile Advisors Investment Reports (p. 49-57)
21. 4-29-22 Personnel Committee Minutes (p. 58)
22. 6-1-22 Joint Nominating and Personnel Committee Minutes (p. 59)
23. 2022-23 Slate of Officers and Directors (p. 60)
24. **Motion E: Approve of the 2022-23 Slate of Officers and Directors as recommended by the Nominating Committee** (p. 60)
25. 3-17-22 Ad Hoc DEI Committee Minutes (p. 61)
26. 4-5-22 Ad Hoc DEI Committee Minutes (p. 62)
27. 4-28-22 Ad Hoc DEI Committee Minutes (p. 63)

COMMITTEE REPORTS:

5:40 p.m.	E	SCHOLARSHIP & GRANTS COMMITTEE	CHEROT
5:45 p.m.	F	PROGRAM SUSTAINABILITY– 3rd Quarter Fundraising Reports ➤ <i>Narrowing of Campaign Ideas, Full Board Meeting 3-23-22</i>	SUMMERS
5:55 p.m.	F	MARKETPLACE	KING
6 p.m.	G	FINANCE ➤ <i>FY21-22 Q3 Quarter Financials</i> ➤ <i>FY22-23 Budget w/assumptions</i>	ORMAN/ BLASINGAME
6:00 p.m.	H	INVESTMENT COMMITTEE	COLLIN
6:05 p.m.	I	PERSONNEL/NOMINATING COMMITTEE	LaVERE
6:10 p.m.	J	DEI ADVISORY COMMITTEE	BEILIN/ CHEROT
6:15 p.m.	H	<u>OTHER BUSINESS:</u> ➤ Board Chair – Report ➤ College President – Report ▪ 2022 VC Graduation ▪ New Chancellor ▪ Housing Grant Update ➤ Executive Director – ▪ Ag Supervisors Graduation ▪ Diversity and Culture Student Panel ▪ End of Year VC Retiree Celebration ▪ Nursing Pinning, Graduation, Paramedics Grad ▪ Hiring update ▪ Early Childhood Education Project ▪ 2022 VCF Scholarship Awards Ceremony ▪ 2022-23 Board Calendar ▪ 2022-23 Board Committee Roster	DEMBOWSKI BOJORQUEZ KING

6:45 p.m. I **ADJOURNMENT**

**Next Meeting: Q4 Full Board Meeting, MCW 312, Ventura College,
Wednesday, June 22, 2022; Zoom link will be optional**

INFORMATIONAL ITEMS

1. March 9, 2022 Executive Committee Meeting Minutes (p. 4-5)
2. June 22, 2022 Full Board Meeting Agenda (p.6-7)
3. March 23, 2022 Full Board Meeting Minutes (p. 8-10)
4. Marketing Moment (p. 11-13)
5. 5-3-22 Scholarship and Grants Committee Meeting Minutes (pending)
6. 3-14-22 Program Sustainability Committee Meeting Minutes (p. 14-15)
7. 4-13-22 Program Sustainability Committee Meeting Minutes (p. 16-17)
8. 5-17-22 Program Sustainability Committee Meeting Minutes (p.18-19)
9. Q3 Development Report FY21-22 (p. 20-27)
10. Marketing & Media Report (p. 28-32)
11. 5-10-21 Policy on the Release and Use of Alumni Data (p. 34-36)
12. **Motion C: Approve Alumni Data Sharing Policy as presented and referenced in Memo C (p. 33, 34-36)**
13. Q3 Full Board Meeting Activity-Campaign Preference Narrowing (p. 37)
14. 3-9-22 Finance Committee Meeting Minutes (p. 38-39)
15. 6- 9-22 Finance Committee Meeting Minutes (pending)
16. 4-6-22 #1 Budget Committee Meeting Minutes (p. 40)
17. 5-4-22 #2 Budget Committee Meeting Minutes (p. 41)
18. 2022-23 Budget with Assumptions Attached (p. 42-47)
19. **Motion D: Approve FY21-22 proposed budget and assumptions as presented (p.42-47)**
20. FY21-22 Q3 Financial Reports (pending)
21. FY21-22 Q3 Variance Report (pending)
22. 5-18-22 Investment Committee Minutes (p. 48)
23. Miracle Mile Advisors Investment Reports (p. 49-57)
24. 4-29-22 Personnel Committee Minutes (p. 58)
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30. 4-28-22 Ad Hoc DEI Committee Minutes (p. 63)

Ventura College Foundation
Board of Directors
Executive Committee Meeting
Minutes
Wednesday, March 9, 2021, 5:15 – 6:45pm
Via ZOOM
Minutes

Executive Committee Members Present: Chair--Ellyn Dembowski, Amy Cherot, Ken Collin, Kim Hoffmans, Anne Paul King, Rob van Nieuwburg

Staff Present: Juli Blasingame

Ms. Dembowski called the meeting to order at 5:22 pm with a quorum confirmed by Ms. King

APPROVAL of EXECUTIVE COMMITTEE CONSENT AGENDA

Motion: Approval of Executive Committee Consent Agenda on behalf of the full board. *Moved by Mr. van Nieuwburg, seconded by Mr. Orman. MSC*

One vote to approve all items below.

1. December 1, 2021 Executive Committee Meeting Minutes (p.)
2. **Motion A:** Recommendation and Request Approval 2020-2021 Schedule of Commensurate Return, see Memo A, attached (p.)
3. March 23, 2022 Full Board Agenda (p.)
4. **Motion B:** Pursuant to CA-AB 361, approve 30-day authorization of virtual meetings for Executive Committee and Full-Board Meetings of the Ventura College Foundation.

ITEMS ADDED AFTER MEETING PACKET WAS POSTED

Motion: Approval 2020-2021 Schedule of Commensurate Return narrative documenting hours for board and volunteer service, see Memo A. *Moved by Mr. van Nieuwburg, seconded by Ms. Cherot. MSC*

APPROVAL OF CONSENT AGENDA FOR FULL BOARD MEETING

Motion: Approval of Consent Agenda for full board meeting, March 23, 2022. *Moved by Mr. van Nieuwburg, seconded by Mr. Orman. MSC*

SCHOLARSHIP & GRANTS COMMITTEE

Ms. Cherot reported Scholarship work was expected to be on time with the support of Mr. DeBoer who will be with the foundation through March. She mentioned the scholarship awards ceremony would be on May 13th. She alerted the committee that the VC Promise may be underfunded next year and that a report would come to the board soon.

PROGRAM SUSTAINABILITY

Ms. King reviewed the fundraising progress in the report.

MARKETPLACE

Ms. King reported that the operation continues to run smoothly at pre-COVID levels.

FINANCE COMMITTEE

Ms. Blasingame reviewed the Q2 Finance Reports

INVESTMENT COMMITTEE

Mr. Collin and Ms. King reported that Mr. Tamparong at Miracle Mile Advisors, the foundation investment brokers, advise that we maintain our current investment policies.

NOMINATING COMMITTEE

Ms. King reported that the committee had not met since the retreat.

BOARD CHAIR REPORT

Ms. Dembowski received feedback regarding the board holiday party. It was nice to see people in person. She asked that the 2022 holiday gathering be in board member's home. She hopes to provide an opportunity to gather in formally on a quarterly basis.

COLLEGE PRESIDENT REPORT

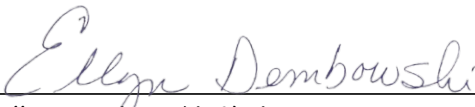
Dr. Hoffman on the college's recent Bellwether Award, the receipt of at \$5 million HIS STEM grant, and an Aspen designation as one of the top 150 community colleges in the nation. She commented on the State Chancellors' letter regarding instructional partnerships and the receipt of \$250,000 to support expanding enrollment at VC East Campus. Also, a national Hispanic education publication rated VC in the Top 30 in enrollment and graduation rates for Hispanic students. Finally, she reported that the State Department of Finance has advanced a recommendation of approval to the State legislature to fund VC's housing grant with \$62 million in funds for affordable student housing. Rent to students would range from \$350 to \$800 per month.

EXECUTIVE DIRECTOR REPORT

Ms. King said she would save her report for the full board meeting.

The meeting was adjourned at 6:45pm.

Minutes submitted by Anne Paul King.

	6/21/22
Ellyn Dembowski, Chair	Date



VENTURA COLLEGE FOUNDATION
your dreams. our mission.

BOARD OF DIRECTORS - Regular Meeting

Wednesday, June 22, 2022, 5:00 - 6:30 p.m.

MCW 312, Ventura College

AGENDA

- 5:00 p.m. **A CALL TO ORDER** DEMBOWSKI
- B PUBLIC COMMENTS:** This is an opportunity for members of the public to comment on items on this agenda.
- C CLOSED SESSION** DEMBOWSKI
Motion A: Accept Executive Director annual self-assessment and evaluations into personnel files as recommended by Personnel Committee.
- D REPORT ON CLOSED SESSION** DEMBOWSKI
- E WELCOME** DEMBOWSKI
- F ITEMS ADDED OR CHANGED IN THE AGENDA SINCE APPROVED BY THE EXECUTIVE COMMITTEE** KING
1. 5-3-22 Scholarship and Grants Committee Meeting Minutes (pending)
 2. 6- 9-22 Finance Committee Meeting Minutes (pending)
 3. FY21-22 Q3 Financial Reports (pending)
 4. FY21-22 Q3 Variance Report (pending)
- G CONSENT AGENDA – Single action for approval of items listed below:** DEMBOWSKI
5. March 23, 2022 Full Board Meeting Minutes (p.)
 6. Marketing Moment (p.)
 7. 3-14-22 Program Sustainability Committee Meeting Minutes (p.)
 8. 4-13-22 Program Sustainability Committee Meeting Minutes (p.)
 9. 5-17-22 Program Sustainability Committee Meeting Minutes (p.)
 10. Q3 Development Report FY21-22 (p.)
 11. Marketing & Media Report (p.)
 12. 5-10-21 Policy on the Release and Use of Alumni Data
 13. **Motion C: Approve Alumni Data Policy** (p.)
 14. 3-9-22 Finance Committee Meeting Minutes (p.)
 15. 4-6-2022 #1 Budget Committee Meeting Minutes
 16. 5-4-22 #2 Budget Committee Meeting Minutes (p.)
 17. 2022-23 Budget with Assumptions Attached (p.)
 18. **Motion D: Approve FY21-22 proposed budget and assumptions** (p.)
 19. 5-18-22 Investment Committee Minutes (p.)
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 23. 2022-23 Slate of Officers and Directors

24. **Motion E: 2022-23 Slate of Officers and Directors** (p.)
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27. 4-28-22 Ad Hoc DEI Committee Minutes (p.)

H GUEST SPEAKER – Student

KING

I ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION

DEMBOWSKI

J MARKETING MOMENT

HARVEY

K COMMITTEE, STAFF & ADMINISTRATIVE REPORTS

DEMBOWSKI

1. Scholarship & Grants Committee
2. Program Sustainability Committee
3. Marketplace
4. Finance/Budget Committee
5. Investment Committee
6. Nominating Committee
7. Personnel Committee
8. Ad Hoc Advisory Committee
9. Board Chair – General Update
 - a. Thank Board Member Kristin Ockert for her service
 - b. Items approved on behalf of the board at June 9, 2022 Executive Committee Meeting.
10. College President – General Update
11. Executive Director – General Update

CHEROT

SUMMERS

KING

ORMAN

COLLIN

LaVERE

LaVERE

BEILIN/CHEROT

DEMBOWSKI

HOFFMANS

KING

6:30 p.m. **L ADJOURNMENT**

INFORMATIONAL ITEMS

**Ventura College Foundation
BOARD OF DIRECTORS MEETING**

Wednesday, March 23, 2021, 5:15 – 6:45pm
Ventura College Gutherie Hall and Zoom Meeting

MINUTES

A regular meeting of the Board of Directors of the above corporation was held on **Wednesday, March 23, 2022, at 5:15 p.m.** via Zoom conference call. 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: (13) Robert Beilin, Cathy Bojorquez, Amy Cherot, Ken Collin, Ellyn Dembowski, Kim Hoffmans, Anne King, Tony Magaña, Kristin Ockert, Mike Orman, Ed Summers, Eleanor Tillquist, Rob van Nieuwburg,

Staff Present: Julie Blasingame, Scott DeBoer, Jaimee Galvan, Julie Harvey, Gerry Pantoja, Cyndie Whitley

CALL TO ORDER

Board Chair Ellyn Dembowski called the meeting to order at 5:17 p.m. There were no public comments.

APPROVAL OF CONSENT ITEMS ADDED AFTER 3/9/22 EXECUTIVE COMMITTEE REVIEW OF MEETING PACKET

MOTION: Mr. van Nieuwburg moved to approve these items. Mr. Orman seconded. MSC.

Single action for approval of items listed below:

1. 3-1-22 Scholarship and Grants Committee Meeting Minutes (p. 23-26)
2. **MOTION A:** Approval board member Abra Flores as board secretary (p. 4-5).

Ms. Dembowski thanked Ms. Flores for volunteering to be our board secretary.

APPROVAL OF CONSENT AGENDA – Single action for approval of items listed below:

MOTION: Ms. Tillquist moved to approve this item. Mr. van Nieuwburg seconded. MSC.

Single action for approval of items listed below:

1. 12-16-2021 Full Board Meeting Minutes (p. 8-10)
2. Marketing Moment (p. 11-14)
3. Marketing & Media Report (p. 15-19)
4. 2-1-22 Scholarship and Grants Committee Meeting Minutes (p.20-22)
5. 11-18- 2021 Program Sustainability Committee Meeting Minutes (p. 27-28)
6. Q2 Development Report FY21-22 (p.29-37)
7. December 1, 2021 Finance Committee Meeting Minutes (p. 40)
8. FY21-22 Q2 Financial Reports (p. 41-45)
9. FY21-22 Q1 Variance Report (p. 46-47)
10. **Memo C:** Approve CalPERS tax deferred plan - Board Resolution (p. 48)
11. CalPERS ID: 5688508264, Resolution to Tax Defer Member Paid Contributions – Irc 414(H)(2) Employer Pick-Up (p. 49-50)
12. **Motion D:** Accept and approve 2020-21 IRS Form 990 as recommended by the Finance Committee, see IRS form 990 attached (p. 51-106)
13. February 9, 2022 Board Retreat Meeting Minutes (p. 107-110)

ASVC PRESIDENT’S REPORT

Mr. Magaña acknowledged ASVC funding of clubs, conferences, and campus activities including Basic Needs, free athletic events, and free food for students. He reminded the board the ASVC Scholarship will be awarded at the 2022 VCF Scholarship Awards event. ASVC Leadership recently returned for a conference in Washington D.C. where they

advocated for legislation supporting the American College Promise, DACA, Pell Grants, and the Higher Education Re-Authorization Act. Mr. Magaña will be transferring to a 4-year institution in the fall. Dr. Hoffman thanked Mr. Magaña for his service to students.

COMMITTEE, STAFF, AND ADMINISTRATIVE REPORTS:

Scholarship and Grants Committee:

Ms. Cherot reported on the scholarship awarding in progress in anticipation of the May 13th awards ceremony. She thanked Mr. DeBoer for his great support while Ms. Galvan was on leave. Ms. Cherot reported on reduced usage of the Textbook Lending Library over the pandemic and that the Veterans Resource Center Jerry Arellano Lending Library has funding. Both programs support the Zero Textbook Cost collection at the college which removes significant financial barriers for over 40% of VC classes. Ms. Cherot shared that the VC Promise Program, funded by the State, will be short funds in the Spring of 2023. Mr. van Nieuwburg said that the foundation must get back to funding the Promise.

Program Sustainability Committee:

Mr. Pantoja reminded the board that the scholarship awards ceremony is on May 13th with students arriving at 4:30pm and the event running from 5:30-7:30pm. Mr. Summers asked that Mr. Pantoja review the highlights of the development report in the board packet, which was done. Mr. Summers asked that board reports be strategic. Dr. Hoffmans commented on basic needs and affordable student housing. Mr. Summers added that career education is important for the community. Ms. King said that the student housing grant that would come to VC from the State would be \$2 million short of the college's original request. Ms. King reminded the board that we would need to pair down the list of possible campaign funding priorities to a top three items.

A robust discussion of issues related to the college student housing project was held. Ms. Bojorquez added that a 10% contingency was added to the budget. Mr. Orman said that construction estimates should include a 30% contingency to align with market forces today. Mr. Collin said that ongoing costs would need funding. Ms. Bojorquez mentioned that rent should cover on-going costs and that experts were consulted in developing the project budget prior the pandemic. Ms. Ockert mentioned that these potential funding priorities are covered in the strategic plan and advised that the board reference it. Ms. Bojorquez confirmed this is a low-income housing project available to only full-time individual students not for families and couples at this time. This housing would eliminate the difficulties that these students now have to travel to campus. All of these students would receive financial aid. Other issues were discussed including funding for any damages, meal plans for these students, height, location, and building codes.

Marketplace:

Ms. King reported that messages regarding rules and policies are communicated to vendors regularly.

Finance and Budget Committees:

Mr. Orman reported that foundation finances are in a good position. Ms. Blasingame reviewed 2021-22 second quarter financial and variance reports.

Investment Committee:

Mr. Collin said he had no concerns.

Nominating Committee:

Ms. King invited nominations to come from the full board and sent to Mr. LaVere. She said that three nominations are expected to go to the committee for review.

DEI Advisory Committee:

Dr. Beilin reported that Ms. Cherot, Mr. Pantoja, Ms. King and he met to begin the planning of the work of the committee and asked Ms. King to inform the board of their progress ahead of the next full board meeting.

Board Chair Report:

Ms. Dembowski reported on the Items approved on behalf of the board at March 9, 2021 Executive Committee Meeting: December 1, 2021 Executive Committee Meeting Minutes, 2020-2021 Schedule of Commensurate Return, 30-day authorization of virtual meetings for Executive Committee and Full-Board Meetings of the Ventura College Foundation.

College President:

Dr. Hoffmans reported that the campus is looking forward the first in-person graduation since the start of the pandemic.

Executive Director:

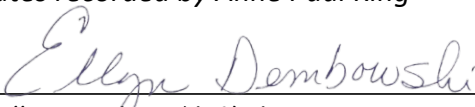
Ms. King gave her time to Ms. Harvey to provide that Marketing Moment that was missed earlier on the agenda.

MARKETING MOMENT

Ms. Harvey reviewed the impact of the website and social media campaigns through the VCF Google Analytics reports in the packet. She mentioned the highlights of media placements in the last quarter.

With no further business, the meeting was adjourned at 6:45 pm.

Minutes recorded by Anne Paul King

	6/21/22
Ellyn Dembowski, Chair	Date

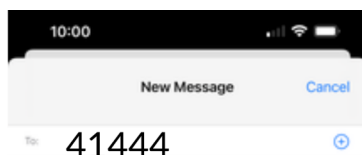


VC FOUNDATION BOARD SOCIAL MEDIA SURVEY

Four Ways to Access Survey:

1) Scan this QR Code with your Smart Phone

- * Open the built-in camera app on your phone
- * Point camera at the QR Code
- * Tap the banner that appears on your phone



2) Text: **TellVCF** to: **41444**

- * Select Messages on your Smart Phone
- * Enter **41444** in the "To" or "Contact" Field
- * Enter **TellVCF** (just as you see it without spaces) in the message field.
- * Click on the link you receive back to start the survey.



3) Enter this link in your web browser: <https://igfn.us/f/3pro/n> or [click here](#)

4) Complete a paper version of the survey and hand to a VC Foundation staff member before leaving the meeting tonight.

Thank you for taking the time to TellVCF and provide your valuable feedback!



VC FOUNDATION BOARD SOCIAL MEDIA SURVEY

1. Which of the following social media accounts do you currently use? (Check all that apply)

- | | | |
|------------------------------------|------------------------------------|--|
| <input type="checkbox"/> Twitter | <input type="checkbox"/> TikTok | <input type="checkbox"/> Other Social Media Account: |
| <input type="checkbox"/> Facebook | <input type="checkbox"/> YouTube | |
| <input type="checkbox"/> Instagram | <input type="checkbox"/> Snap Chat | <input type="checkbox"/> I'm Not On Social Media |
| <input type="checkbox"/> LinkedIn | | |

2. How Often Do You Check Your Social Media Accounts?

- | | | |
|--|---|---------------------------------|
| <input type="checkbox"/> Several Times a Day | <input type="checkbox"/> Every Couple of Days | <input type="checkbox"/> Rarely |
| <input type="checkbox"/> Daily | <input type="checkbox"/> Weekly | <input type="checkbox"/> Never |

3. On Average How Much Time Do You Spend on Social Media When You Do Sign-On?

- | | | |
|---|---|--|
| <input type="checkbox"/> Zero | <input type="checkbox"/> Less than 30 Minutes | <input type="checkbox"/> 3-4 Hours |
| <input type="checkbox"/> Less than 15 Minutes | <input type="checkbox"/> 1-2 Hours | <input type="checkbox"/> More than 5 Hours |

4. Why Do You Use Social Media? (Check All That Apply)

- | | | |
|--|---|--|
| <input type="checkbox"/> Keep Up with Family & Friends | <input type="checkbox"/> To Follow My Hobbies/ Interests | <input type="checkbox"/> Other Reason(s) Not Listed: |
| <input type="checkbox"/> Business Related | <input type="checkbox"/> To Learn About Events | |
| <input type="checkbox"/> To Follow Organizations/ Causes Important to Me | <input type="checkbox"/> To Be an Advocate/ Ambassador for Causes Important to Me | <input type="checkbox"/> I Don't Use Social Media |

5. What Type of Content Do You Feel Comfortable Sharing on Social Media? (Check All That Apply)

- | | | |
|--|---|---|
| <input type="checkbox"/> Photos or Images | <input type="checkbox"/> Nonprofit Fundraisers of Friends or Family Members | <input type="checkbox"/> Other Not Listed Above |
| <input type="checkbox"/> Posts About Me or My Immediate Family | <input type="checkbox"/> Funny Memes or Videos | |
| <input type="checkbox"/> Posts from My Family or Friends | <input type="checkbox"/> Inspirational Videos | <input type="checkbox"/> I Don't Feel Comfortable Sharing on Social Media |
| <input type="checkbox"/> Instagram Stories | <input type="checkbox"/> Products or Services | |

VC FOUNDATION BOARD SOCIAL MEDIA SURVEY . . . CONTINUED

6. Do You Follow the VC Foundation on Social Media? (i.e. Facebook, Instagram, LinkedIn, Twitter, YouTube)? Why or Why Not?

7. In the Last 30 Days Have You “Liked”, “Shared”, or “Commented” on a VC Foundation Social Media Post? Why or Why Not?

8. What Can the VC Foundation Staff Do to Encourage You as a Board Member to Become More Engaged on Our Social Media Channels?

- ☐ I would be willing to be a Social Media Ambassador for the VC Foundation, please contact me.

Name: _____

- ☐ I would be willing to consider being a Social Media Ambassador with some training from the VC Foundation staff, please contact me. Name: _____

- ☐ Other:

- ☐ I'm not on Social Media

9. Additional Comments:

Thank You for Taking the Time to TellVCF by providing your valuable feedback!



VENTURA COLLEGE FOUNDATION
your dreams. our mission.

Ventura College Foundation | Board of Directors

PROGRAM SUSTAINABILITY COMMITTEE

Monday, March 14, 2022 at 4:30 p.m.
Zoom Conference Call

MINUTES

Directors Present: Ed Summers; Abra Flores; Ken Collin; Anne King

VCF Staff Present: Gerry Pantoja; Julie Harvey

CALL TO ORDER

Mr. Ed Summers called the meeting to order at 4:35 pm.

FOUNDATION UPDATE

Mr. Pantoja began the meeting by reviewing the latest fundraising report. The report showed that the Foundation had raised \$289,172 towards this year's goal of \$380,500 (76% of the goal). Overall, \$759,801 has been raised between what the Foundation is responsible for and not responsible for as of Mar. 14. Mr. Pantoja shared with the committee that as the Foundation enters the 4th quarter, there will be an increase in giving due to the Day of Giving on March 23rd and 24th across several funds, as well as the anticipation of several grants to be awarded to the Foundation, all which will move the Foundation closer to meeting its annual goals. Mr. Summers recommended that during future committee meetings, there be time allocated to talk about and strategize about donor stewardship to support the staff's ability to meet future fundraising goals.

Mr. Pantoja then provided the committee with an update regarding the annual scholarship awarding event. He shared that the event will take place on Friday, May 13, from 5:30 pm to 7:30 pm; guests will check-in starting at 4:30 pm. He then provided the committee a run-through of the program explaining the changes that will take place this year compared to past years before the pandemic. Mr. Summers recommended that since the donors will not be sitting with their scholarship recipients when reading the name of the scholarships, we share the name of the donor who created the fund to help assist the donor and student connect after the event.



VENTURA COLLEGE FOUNDATION

your dreams. our mission.

Mrs. King then reviewed the 2020-2021 commensurate report with the committee, which will be submitted and presented to the Ventura County Community College District Board of Trustees. Some of the highlights of the report were that the total value of services provided by the District to the Foundation was \$255,570; the total value of services provided by the Foundation to the District was \$1,533,144, and it is estimated that future benefits provided to the District will total \$28,010,158.

Finally, Ms. Harvey provided an overview of the alumni data policy and process that she crafted will be implemented to ensure any alumni data collected by the Foundation is safeguarded when shared with campus partners.

Motion: The Program Sustainability Committee recommends that the Ventura College Foundation Board of Directors adopt the alumni data policy. Moved by Mr. Collin, seconded by Ms. Flores. MSC

Mr. Pantoja recommended to Mr. Summers that the committee meet again in the next month to review the fundraising goals for FY23 and the development budget and 40th Celebration to end the meeting on time. Mr. Summers accepted the recommendation, and that portion of the agenda will be saved for the next committee meeting.

FOLLOW UP DISCUSSION REGARDING COMPREHENSIVE CAMPAIGN PRESENTATION

The committee, led by Mr. Summers, discussed elements of the comprehensive campaign presentation from the Board Retreat on Feb. 9, 2022. Mr. Summers asked each board member how they felt about the information shared and what the committee should consider should we move forward with the comprehensive campaign. Mr. Summers discussed the need to have more board engagement and how that can be done differently. Mr. Summers also recommended to the staff the need to add a person to the development staff to support our annual giving efforts regardless of whether we enter into a campaign or not.

ADJOURNMENT

There being no further business, the meeting was duly adjourned at 5:32 pm. Mr. Pantoja will connect with Mr. Summers to schedule the next committee meeting to review the fundraising goals for FY23.

MINUTES TAKEN AND RECORDED BY GERRY PANTOJA.



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Ventura College Foundation | Board of Directors

PROGRAM SUSTAINABILITY COMMITTEE

Monday, April 13, 2022, at 5:15 p.m.
Zoom Conference Call

MINUTES

Directors Present: Abra Flores, Rob van Nieuwburg, Anne King

VCF Staff Present: Gerry Pantoja, Julie Harvey

CALL TO ORDER

Mrs. King called the meeting to order at 5:25 p.m.

FY23 GOALS

Mr. Pantoja reviewed the development revenue budget notes for the fiscal year 2023.

The unrestricted portion of the fundraising budget consists of three goals - \$67,500 is to be raised for the Fund for VC; \$43,500 is to be raised for the President's Circle Fund, and \$21,500 is to be raised for Event Sponsorship for a combined total of \$132,500.

The restricted portion of the fundraising budget consists of six goals - \$34,700 is to be raised for Phoenix Scholarships; \$164,530 is to be raised for Annual Scholarships; \$15,300 is to be raised for the Textbook Lending Program; \$18,000 is to be raised for the Jerry Arellano Veteran Textbook Lending Program; \$83,500 is to be raised for the Promise Program at Ventura College, and \$7,950 is to be raised for the Basic Needs Program for a combined total of \$323,980.

Altogether, the fundraising goal for the Foundation for FY23 will be \$456,480, a 20% increase from FY22's fundraising goal. This total does not include any funds raised for Campus Program, Operating Endowments, or Scholarship Endowments.

Mr. Pantoja then highlighted specific items from the budget so the committee could be aware of the changes and provide any input if needed. The first item discussed was the \$18,500 to be raised as part of the Fund for VC Goal. Mr. Pantoja explained that this piece measures the Foundation's board contributions given the change to the board agreement that no longer requires board members to



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make a \$2,000 gift but a significant unrestricted gift. The committee will work with the entire foundation board to help raise this portion.

The other significant change to the fundraising budget is the inclusion of the Promise program. After discussing with the college's financial aid office what their need would be, it was estimated that \$75,000 would help close their gap. The Foundation will need to raise \$83,500 to account for the 10% sustainability gift to pass through this amount to their office. To help reach this goal, Mr. Pantoja explained that he adjusted his grant requests strategy to help cover a portion of the plan, \$29,250, leaving \$54,250 raised by the development office and program sustainability committee.

The last item Mr. Pantoja highlighted was the increased goal in Event Sponsorships. To account for the various planned events in FY23, the Foundation would need additional sponsorship dollars to help offset those costs. Assistance from the program sustainability committee would be required to identify new partners to meet this goal.

Without the program sustainability chair in attendance, Mr. Pantoja did not cover any additional items in the agenda.

ADJOURNMENT

The meeting was duly adjourned at 6:10 p.m. Mr. Pantoja will connect with Mr. Summers after the meeting to schedule the next committee meeting.

MINUTES TAKEN AND RECORDED BY GERRY PANTOJA.



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Ventura College Foundation | Board of Directors

PROGRAM SUSTAINABILITY COMMITTEE

Tuesday, May 17, 2022, at 5:15 p.m.
Zoom Conference Call

MINUTES

Directors Present: Abra Flores, Ed Summers, Anne King

VCF Staff Present: Gerry Pantoja, Julie Harvey

CALL TO ORDER

Mr. Summers called the meeting to order at 5:19 p.m.

FOUNDATION UPDATE

Mr. Pantoja began the meeting by reviewing the latest development report. The report showed that the Foundation had raised 106% of its unrestricted goal and 84% of its restricted goal. Overall, the Foundation had raised 92% of its total fundraising goal as of May 9th. Mr. Pantoja then shared with the committee what grants and gifts he expected by the end of the fiscal year to help the Foundation meet its annual goal.

IDENTIFY PROSPECTS

In preparation for talking about the FY23 fundraising goals, Mr. Summers asked that the committee spend some time developing a strategy to identify new and current stakeholders that could help further the Foundation's mission. Mr. Summers discussed the need to spend dedicated time over the summer with the entire board to identify stakeholders so the program sustainability committee could meet with these individuals who share the same passion as the board of wanting to have a thriving community college in Ventura. This exercise would help remind and reinforce the board's commitment to fundraising.

Mrs. King shared that she had discussed with Board Chair Ellyn Dembowski about having social events for the board. She suggested that at these social gatherings is when the board could get together to come up with prospects. Mr. Pantoja and Mrs. King will work with Mrs. Dembowski to identify dates and times when these social events can occur over the summer.



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Mr. Summers also recommended that the Foundation and College present to the Ventura Chamber of Commerce and Ventura City Council to demonstrate how they can be seen as an economic partner for the community. Mrs. King provided an overview of the current relationship with the Ventura Chamber of Commerce. As a former city council member, Mr. Summers will arrange a time for the college and foundation leadership to present to the city council.

Mr. Pantoja then pivoted the contestation to provide a brief overview of the FY23 fundraising goals discussed during the April 13th committee meeting. Following the conversation to identify new stakeholders, Mr. Pantoja emphasized the importance of taking these steps as they will be part of the overall strategy to help meet the FY23 goals. He explained that new stakeholders open up the opportunity to hold more house parties which will be critical to the Foundation's effort to meet goal.

DEBRIEF OF SCHOLARSHIP CEREMONY

Mr. Pantoja then asked Mr. Summers and Ms. Flores for their thoughts on the recent scholarship ceremony event. Mr. Summers shared that it was an excellent event, and Ms. Flores enjoyed the push from Mrs. King for the board members to talk to the students before the program started.

When asked about any improvements the Foundation could make, Mr. Summers recommended that the Foundation keep the photo station in the same location as the event rather than going to the small gym. Ms. Flores echoed Mr. Summers's comments and added that the step and repeated be placed in the large gym. Mr. Summers also recommended that the Foundation share stories with local news outlets to highlight donors like Jim McGee.

40TH YEAR CELEBRATION

Finally, Mr. Pantoja shared the Foundation's initial plans to celebrate its 40th Anniversary with the committee. With the committee's help, an event committee will be created to help organize the celebration. The Foundation is targeting fall 2023 to hold its celebration event. Mrs. King shared that this event could be part of the Foundation's possible comprehensive campaign strategy. Mrs. King also shared a recent interaction with Board Emeritus John Woolley and former board member Sharon Watts Woolley about helping collect and organization information about the Foundation's history as part of the 40th celebration.

ADJOURNMENT

The meeting was duly adjourned at 6:27 p.m. Mr. Pantoja will connect with Mr. Summers after the meeting to schedule the next committee meeting.

MINUTES TAKEN AND RECORDED BY GERRY PANTOJA.

Program Sustainability Committee (PSC)
Development Activity Report as of May 23, 2022

GOOD NEWS

- \$31,327.83 raised during the VC Pirates Provide Day of Giving Campaign
 - \$2,000 gift from Cheryl Widders for Fund for VC
 - \$2,000 gift from Bonnie Lubock for President's Circle
 - \$500 gift from Kenneth Kollwitz for Veteran's Resource Center
 - \$22,300 gift from Eleanor Tillquist to establish the Eleanor Tillquist Endowed Nursing Support Fund – Thank you, Eleanor!
- \$25,000 grant from the Arthur Rupe Foundation for VC Nursing Program
- \$19,256 sustainability gift from the Ventura County Community Foundation as part a \$192,556 grant we received to support the college's Vet Tech Program
- \$10,000 unrestricted gift from Anonymous Donor
- \$8,000 grant from Bank of the Sierra (\$5,000 for basic needs office, \$2,500 for two new scholarships, and \$500 sustainability gift) - Thank you, Mike!
- \$7,000 IRA distribution gift from Joy D. Way through Fidelity Brokerage Services towards the establishment of the Winifred Dobson Medal for Clinical & Academic Excellence in Nursing Endowment (\$23,590 raised to-date)
- \$4,000 gift from Union Bank towards Basic needs program
- \$4,720 gift in-kind donation of audio/visual services from HZ Main Events for the 2022 Scholarship Awards Ceremony
- \$2,000 gift from Ellyn Dembowski to support our textbook program – Thank you, Ellyn!
- \$1,000 from Bank of the Sierra to become Foundation Event Sponsors – Thank you, Mike!
- \$1,000 pledge payment from Rob van Nieuwburg to support our textbook program – Thank you, Rob!
- \$1,000 from Ohana Pet Hospital to become Foundation Event Sponsors
- \$600 IRA distribution gift from Barbara M. Harison through Charles Schwab to support the Fund for Ventura College
- \$1,654 has been facilitated in costume gift in-kind donations by Board Member Abra Flores for the VC Theatre Department – Thank you, Abra!

Program Sustainability Committee (PSC)
Development Activity Report as of May 23, 2022

Board Member President's Circle Renewals Rec'd for 2021-22^:

- **Keith Barnard**
- Dr. Robert Beilin
- Cathy Bojorquez
- Boomer Butler
- Amy Cherot
- Ken Collin
- Ellyn Dembowski
- Abra Flores
- Dr. Kim D. Hoffmans - \$1,500
- Supervisor Matt LaVere
- Anne Paul King
- **Nicole Kruetz - \$1,000**
- Kristin Ockert
- Mike Orman
- Ed Summers - \$1,500
- Eleanor Tillquist
- Rob van Nieuwburg
- Harald Wulff

2021-22 President Circle Members to Date (non-board members)^:

- Mrs. Shirley A. Anderson
- **Daniel Barboza**
- Ms. Denise Baylor
- Dr. Carl E. Boggs
- Mrs. Deborah Bylo
- Faye Campbell
- Janet McNeely Curtis & Charles M. Curtis
- Dr. John Davidson & Mrs. Natalie Davidson
- Diana L. Gleason
- Mr. Myron G. Harrison & Mrs. Sharon Harrison
- Julie Harvey
- Dr. Ruth Hemming
- Elise & Bill Kearney
- Bonnie Lubbock and Erin Steed (renewed)
- Dena Mercer
- Barbara Meister
- Gerry Olsen
- Rene & Angela Rodriguez
- Mary Saputo
- Karen Sedlacek
- Mr. Lester Tong & Mrs. Mae Wan Tong
- Peter Tshing
- Kim Van De Venter
- Andrew Welcher

Program Sustainability Committee (PSC)
Development Activity Report as of May 23, 2022

- Monte Widders
- Cheryl Widders
- Dr. John L. Woolley & Sharon Watts Woolley
- Pyramid Flowers, Inc. / Mr. & Mrs. Fred Van Wingerden
- ***Ventura County Credit Union***

^Names in bold and italicized have been added since Q3 Good News Report

VENTURA COLLEGE FOUNDATION GIFT REPORT
RECONCILED

FY 2021/2022

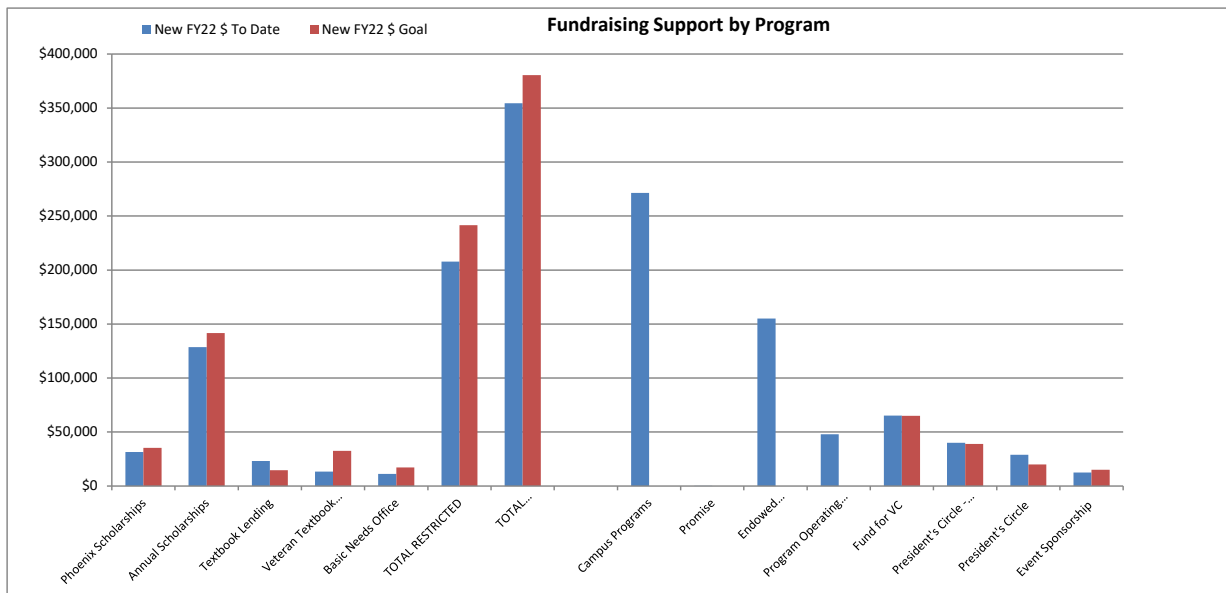
FY 2021/2022 OVERVIEW
Q1-Q3 7/1/2021 - 3/31/2022

	Total Gifts/Pledges Raised*	# Donors†	# Gifts†	Total New FY22 Dollars Raised‡	New FY22 Dollars Goal	% New FY22 Dollars Raised Toward Goal
<i>Fund for VC</i>	\$65,236	119	291	\$65,236	\$65,000	100%
<i>President's Circle - BOD</i>	\$42,000	20	20	\$40,000	\$39,000	103%
<i>President's Circle</i>	\$28,900	25	45	\$28,900	\$20,000	145%
<i>Event Sponsorship</i>	\$12,500	5	5	\$12,500	\$15,000	83%
TOTAL UNRESTRICTED	\$148,636	169	361	\$146,636	\$139,000	105%
<i>Phoenix Scholarships</i>	\$31,430	11	12	\$31,430	\$35,400	89%
<i>Annual Scholarships</i>	\$128,580	69	212	\$128,580	\$141,600	91%
<i>Textbook Lending</i>	\$23,204	11	44	\$23,204	\$14,750	157%
<i>Veteran Textbook Lending</i>	\$13,300	4	4	\$13,300	\$32,500	41%
<i>Basic Needs Office</i>	\$11,345	18	23	\$11,345	\$17,250	66%
TOTAL RESTRICTED	\$207,859	113	295	\$207,859	\$241,500	86%
TOTAL (UNRESTRICTED + RESTRICTED)	\$356,495	282	656	\$354,495	\$380,500	93%
Campus Programs	\$271,354	454	602	\$271,354		
Promise	\$90	1	9	\$90		
Endowed Scholarships‡	\$155,171	21	81	\$155,171		
Program Operating Endowments‡	\$47,971	75	129	\$47,971		
TOTAL RESTRICTED (No goals)	\$474,586	551	821	\$474,586		
COMPLETE TOTALS	\$831,081	833	1477	\$829,081		

†Includes monthly employee payroll deductions

‡Does not include pledge payments due in future FY

\$Funds raised towards endowment principal, not earnings



	Gifts/Pledges	# Donors	# Gifts
TOTALS	\$830,881	761	1,605
By Source			
Individuals	\$424,003	754	1,685
Corporations	\$177,809	49	72
Foundations	\$256,156	7	13
By Purpose			
Restricted	\$682,345	631	1,244
Unrestricted	\$148,536	162	361

Legal/Hard credit only

VENTURA COLLEGE FOUNDATION GIFT REPORT

FY 2021/22

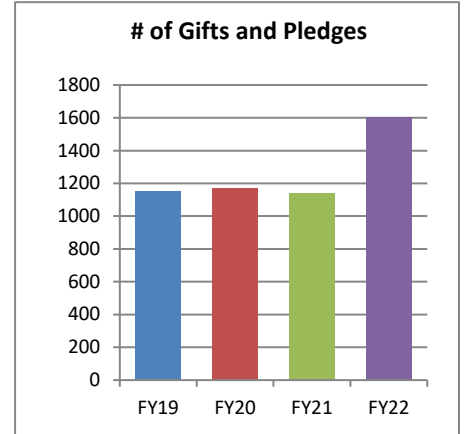
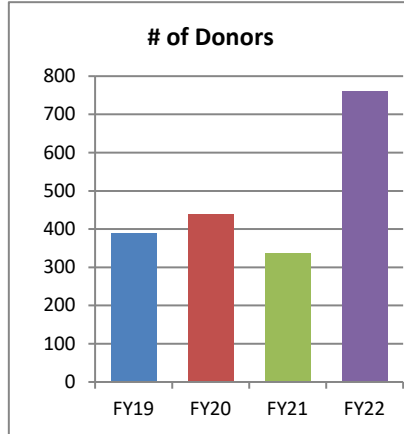
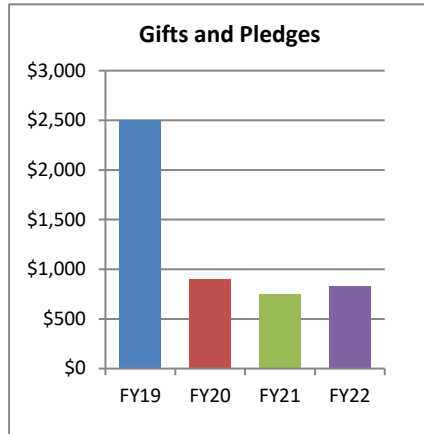
3-YEAR VIEW

As of 3/31/2022

	FY19 Q1 - Q3	FY20 Q1 - Q3	FY21 Q1 - Q3	FY22 Q1 - Q3
	\$2,504,515	\$898,513	\$747,924	\$830,881
# of Donors	389	439	335	761
# of Gifts/Pledges	1150	1170	1139	1605
Year-End Totals	\$2,821,693	\$1,519,208	\$914,896	

*GIFTS AND PLEDGES

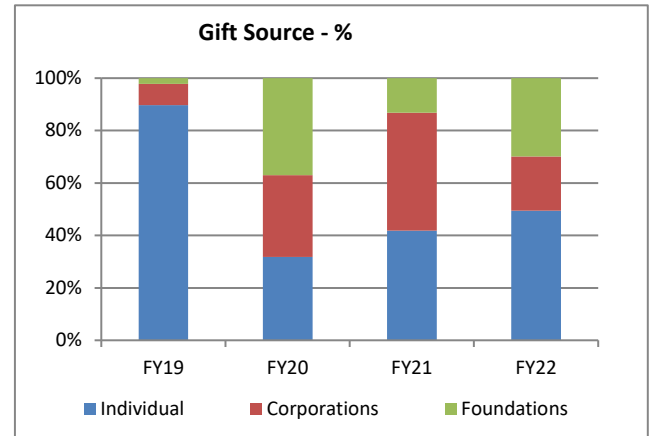
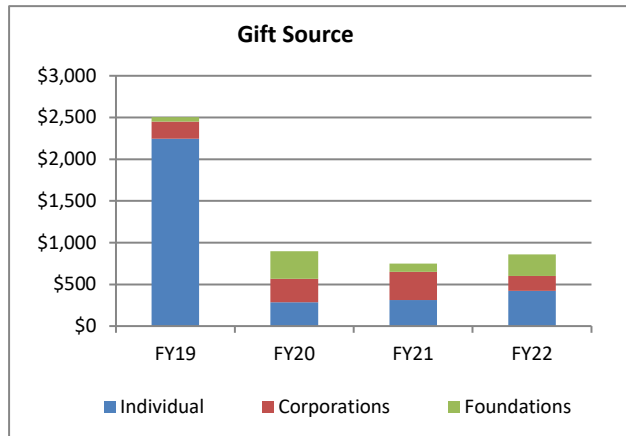
In \$1,000s



	FY19 Q1 - Q3	FY20 Q1 - Q3	FY21 Q1 - Q3	FY22 Q1 - Q3
Individual	\$2,247,469	\$285,931	\$312,725	\$424,003
Corporations	\$202,196	\$280,308	\$336,535	\$177,809
Foundations	\$54,850	\$332,274	\$98,660	\$256,156

SOURCE

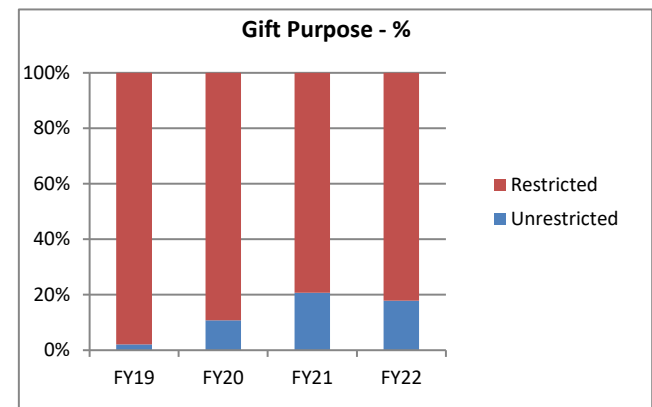
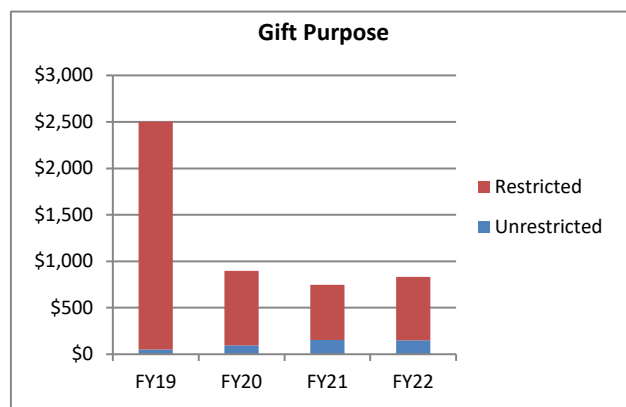
In \$1,000s



	FY19 Q1 - Q3	FY20 Q1 - Q3	FY21 Q1 - Q3	FY22 Q1 - Q3
Unrestricted	\$52,170	\$96,351	\$154,786	\$148,536
Restricted	\$2,452,345	\$802,162	\$593,139	\$682,345

PURPOSE

In \$1,000s



Includes monthly employee payroll deductions

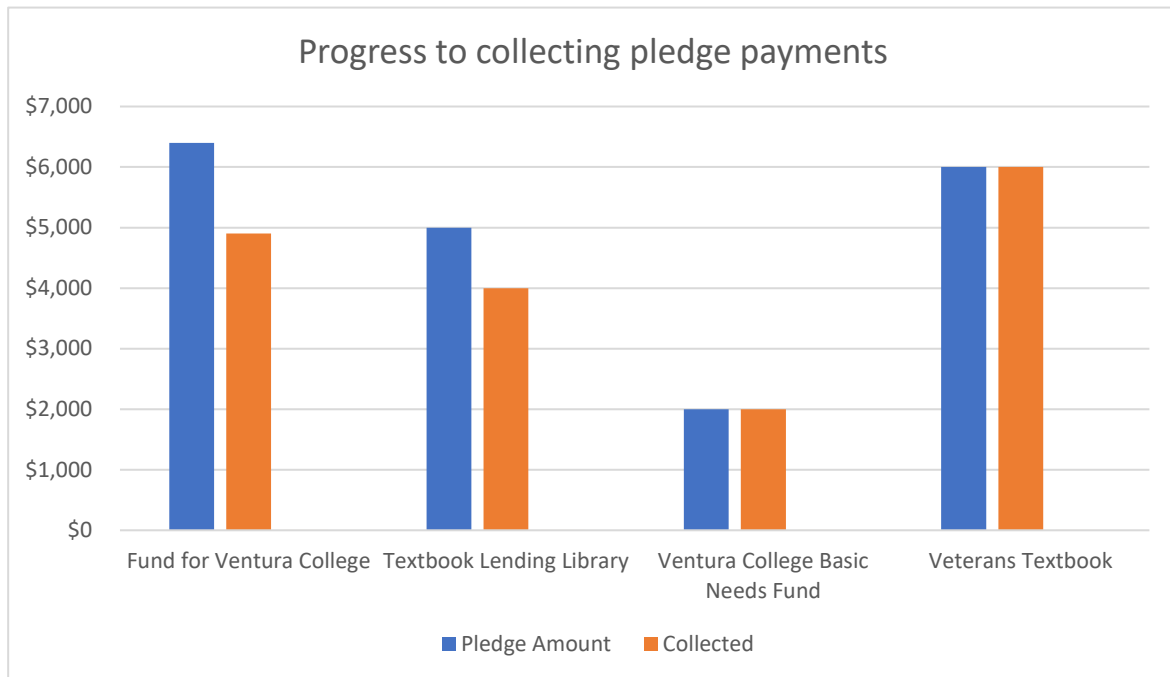
Includes pledges payable over 5 years

MULTI-YEAR PLEDGE FUNDRAISING REPORT**Multi-Year Pledge Payments Due by Fiscal Year**

as of 5/24/22

Pledge Payment Due Date	Amount Collected from FY21 Fundraising	Amount Collected from FY22 Fundraising	Amount Collected from FY23 Fundraising	Total to be Received	Write-offs	Collection Rate
FY21	\$14,900			\$19,400	\$3,000	77%
FY22		\$0		\$5,000	\$2,000	40%
FY23			\$0	\$2,000	\$1,000	0%

Fund	Pledge Amount	Collected	Pledge Balance	% Left to Collect
Fund for Ventura College	\$6,400	\$4,900	\$1,500	77%
Textbook Lending Library	\$5,000	\$4,000	\$1,000	80%
Ventura College Basic Needs	\$2,000	\$2,000	\$0	100%
Veterans Textbook	\$6,000	\$6,000	\$0	100%



Program Sustainability Committee: ANTICIPATED PLANNED GIFTS
As of May 24, 2022

CONFIRMED ANTICIPATED PLANNED GIFTS (Irrevocable)

<u>Amount</u>	<u>Donor</u>	<u>Type of Planned Gift</u>	<u>Designation</u>
\$17,759	Amy Cherot	Charitable Gift Annuity	Unrestricted
\$12,500*	Mark L. Goldenson	Deferred CGA	Nursing Program
\$152,746	Robert Milton	Charitable Gift Annuity	Unrestricted
\$183,005	SUB-TOTAL		

*Fund is managed by Ventura County Community Foundation, with residual estimated from current value of \$30,038 as of September 30, 2014. No further information is available.

PENDING/PROBABLE PLANNED GIFTS (Revocable)

<u>Anticipated Amount</u>	<u>Donor</u>	<u>Type of Planned Gift</u>	<u>Designation</u>	<u>Date Est.</u>
TBD	Sanford Weiss	Bequest	TBD	
\$500,000	John Lupton	Bequest	Endwmnt-75% Schlrsbp, 25% Txtbk	
\$500,000	Barbara Wise	Bequest	Promise/Textbook/Scholships	9/4/15
\$500,000	Jack Halpert	Bequest	TBD	
\$300-\$400	Ed Stile	Bequest	Golf Program	
\$300,000	D. Townsend & S. Pallas	Bequest/Tertiary	Baseball Program	
\$250,000	Vella Buchanan	Bequest	Unrestricted	
\$250,000	Virginia Stout	Bequest	Promise Program	
\$200,000	Aurora Loss	Bequest	Scholarships/Nursing Equipment	
\$100-\$200K	Ruth O. Johnson	Bequest	Music Dept.	2/11/19
\$100,000	Kathleen Schrader	Bequest	Nursing/Paramedic Programs	
\$100,000	Carl Boggs	Bequest	Scholarships	
<i>\$50,000</i>	<i>Ruth Hemming</i>	<i>Life Insurance Policy</i>	<i>TBD</i>	
<i>\$50,000</i>	Irene Henry	Life Insurance Policy	Endowed Scholarship	10/11/13
\$40,000	Gerry Olsen	Bequest	Endowed Scholarship	
\$25,000	Paula Bendinelli	Bequest	Endowed Scholarship	8/10/21
35% Residue	Don Hatala	Bequest (est. \$250K)	Scholarships - STEM	7/30/14
TBD	Bill Scarpino	Bequest	Support for Veteran Students	8/17/21
TBD	James Dunn	Bequest	Wendy Dunn Memorial Scholarship	9/2/20
<i>TBD</i>	<i>Abra Flores</i>	<i>Bequest</i>	<i>Theatre/Costume Design Scholarship</i>	

Notes: *Italics:* Indicates VCF Board member. **Bold:** Indicates new information.

Program Sustainability Committee: ANTICIPATED PLANNED GIFTS
As of May 24, 2022

TBD	John Woolley	Bequest	Unrestricted	
<i>TBD</i>	<i>Ellyn Dembowski</i>	<i>Bequest</i>	<i>TBD</i>	
TBD	Jeff Ferguson	Bequest	50% Art Dept/50% Music Endwmnt	
TBD	Dave and Joyce Evans	Bequest	TBD	
TBD	Donald Greenberg	Bequest	TBD	
TBD	Don Belless	Bequest or Annuity	Textbook Library	
20% Residue	Robert Milton Estate	Bequest	Unrestricted	
TBD	Barbara Caulfield	Annuity	VCOMT	
TBD	Norbert Tan	Bequest	Unrestricted	
\$3,400,000 +	SUB-TOTAL			

APPROX. TOTAL: \$3,400,000+ identified (25 individuals including 3 VCF current or former board members)

Notes: *Italics:* Indicates VCF Board member. **Bold:** Indicates new information.



MARKETING & MEDIA REPORT

March 2022 – May 2022 Media Placements

VCCF Awards \$192,556 to Support Ventura College Vet Tech Program

Sent to Media May 9, 2022

Amigos805 – May 9, 2022

<https://amigos805.com/ventura-county-community-foundation-awards-192556-to-ventura-college-foundation-to-support-ventura-colleges-veterinary-technology-program/>

Citizens Journal – May 12, 2022

<https://www.citizensjournal.us/ventura-county-community-foundation-awards-192556-to-ventura-college-foundation-to-support-ventura-colleges-veterinary-technology-program/>

Moorpark Patch – May 9, 2022

<https://patch.com/california/moorpark/vccf-awards-192-556-support-ventura-college-vet-tech-program>

PRLog.org – May 9, 2022

<https://www.prlog.org/12916583-192556-to-ventura-college-foundation-to-support-ventura-colleges-veterinary-technology-program.html>

VCCF Media News: Latest Coverage – May 9, 2022

<https://vccf.org/vccf-awards-192556-to-to-support-ventura-college-vet-tech-program/>

Ventura Chamber of Commerce News– May 10, 2022

West Ventura News – May 11, 2022

<https://westventuranews.com/stories/625830046-ventura-county-community-foundation-awards-192-556-to-ventura-college-foundation-to-support-ventura-college-s-veterinary-technology-program>

Ventura College Foundation Distributes Over \$750,000 in Scholarships

Sent to Media May 23, 2022

Amigos805 – May 23, 2022

<http://amigos805.com/ventura-college-foundation-distributes-more-than-750000-in-scholarships/>

Ventura College Foundation Distributes Over \$750,000 in Scholarships . . . Continued

Moorpark Patch – May 23, 2022

<https://patch.com/california/moorpark/ventura-college-foundation-distributes-over-750-000-scholarships>

PR Log – May 23, 2022

<https://www.prlog.org/12918335-ventura-college-foundation-distributes-over-750000-in-scholarships.html>

Other PR/Marketing Placements:

Advertisement:

Pacific Coast Business Times – April 8-14, 2022

Professional Careers & Higher Education

¼ Page Ad



CONGRATS CLASS OF 2022!

WE'RE SO PROUD OF YOU!

YOU are a big part our legacy. We would love to stay in touch to share news about our centennial celebration as well as future alumni events and opportunities.

SIGN-UP AS A VC ALUM & YOU COULD WIN 1 OF 5 \$100 VISA CARDS ON MAY 19TH AT 4PM!



 VCFoundation
 vcfoundation
 VC_Foundation
 ventura-college-foundation

 **VENTURA COLLEGE FOUNDATION**

venturacollegefoundation.org/graduate-alumni-signup/



THANK YOU TO OUR 2021-2022 EVENT SPONSORS!

We are honored to work with individuals and organizations that seek to enhance students learning & transform lives!

EVENT SPONSORS

- Captain**
Edison International, HZ Events
- Pirate**
Miracle Mile Advisors
- Navigator**
Searle Creative, Citizens Business Bank
- Buccaneer**
Bank of the Sierra, L&T Catering
- Gold Chest**
Trinity Wheeler Photography

 **VenturaCollegeFoundation.org**
4667 Telegraph Rd, Ventura, CA 93003 | 805.289.6461

For more information on sponsorship opportunities contact
Gerry Pantoja at 805.289.6158
or gpantoja@vccd.edu

 **VENTURA COLLEGE FOUNDATION**

Advertisement:

Ventura College Graduation Program – May 19, 2022 - Full Page Ad

Interview:

Our Ventura TV - Broadcast week beginning May 22, 2022

<http://ourventura.com/ventura-college-and-ventura-college-foundation/>

Dr. Kim Hoffmans and Anne Paul King speak with Sandra Siepak about community colleges, Ventura College and the Ventura College Foundation as well as financial assistance.



Other Mentions

Guest Column: Finding a home- a holistic approach for student success Kimberly Hoffmans Your Turn

VC Star – March 26, 2022

<https://www.vcstar.com/story/opinion/columnists/2022/03/26/guest-column-finding-home-holistic-approach-student-success/7133559001/>

Special to the Santa Paula Times: Kimberly Hoffmans Ventura County community colleges apply for funds to help house students

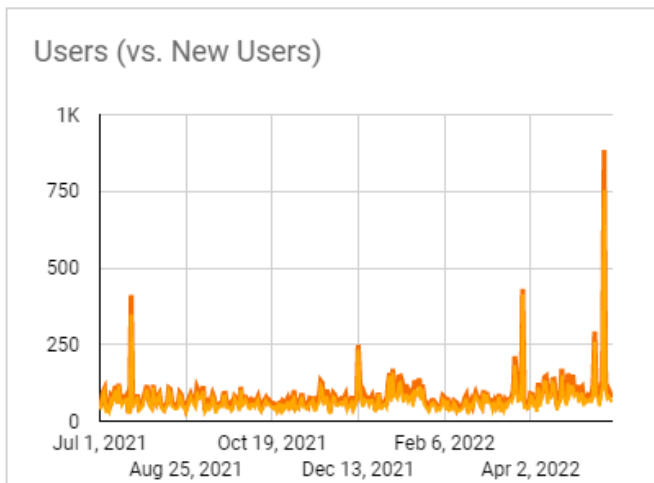
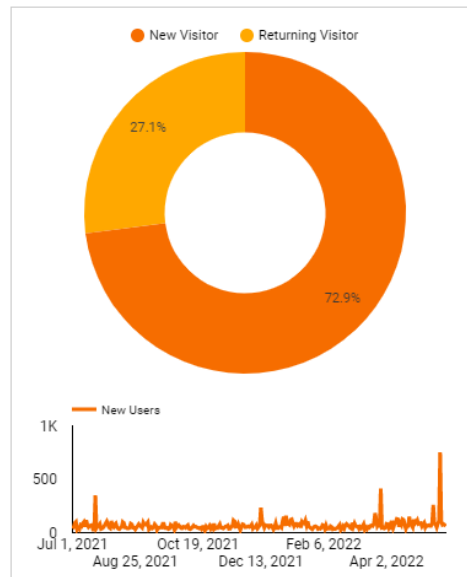
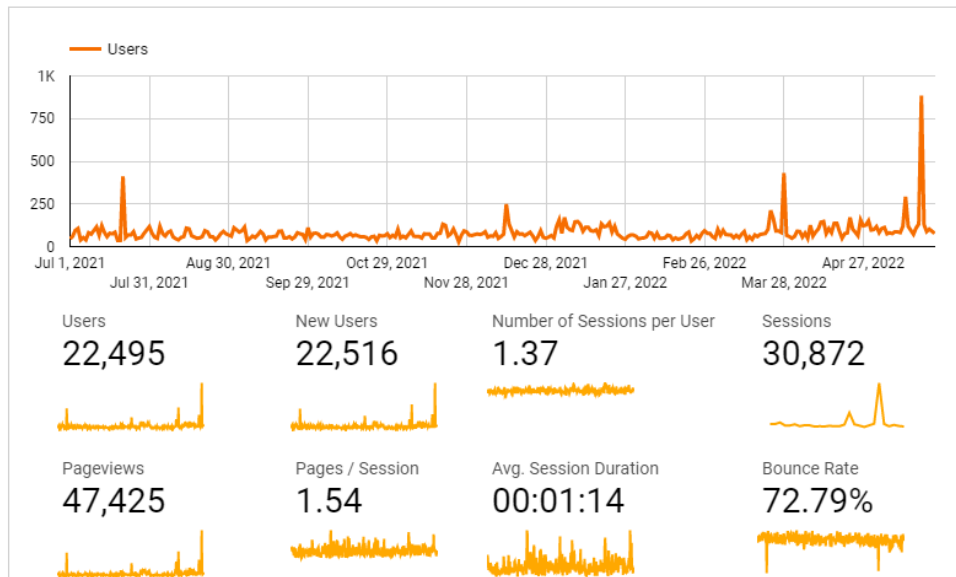
Santa Paul Times – April 22, 2022

****See following page for article, VC Foundation mention & quote by Supervisor Matt LaVere, VC Foundation Board Member***

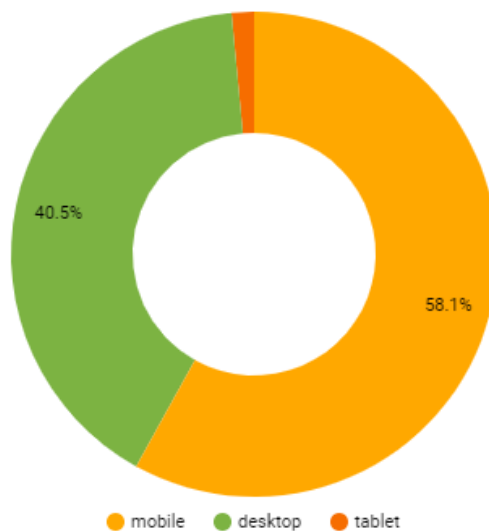
MARKETING & MEDIA REPORT

FY 2021-22 Google Analytics Audience Overview (July 1, 2021–May 25, 2022)

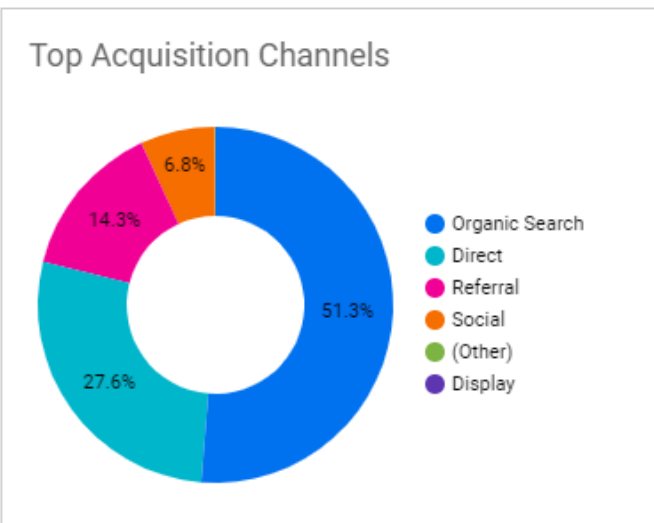
Your audience at a glance



What device are people using?



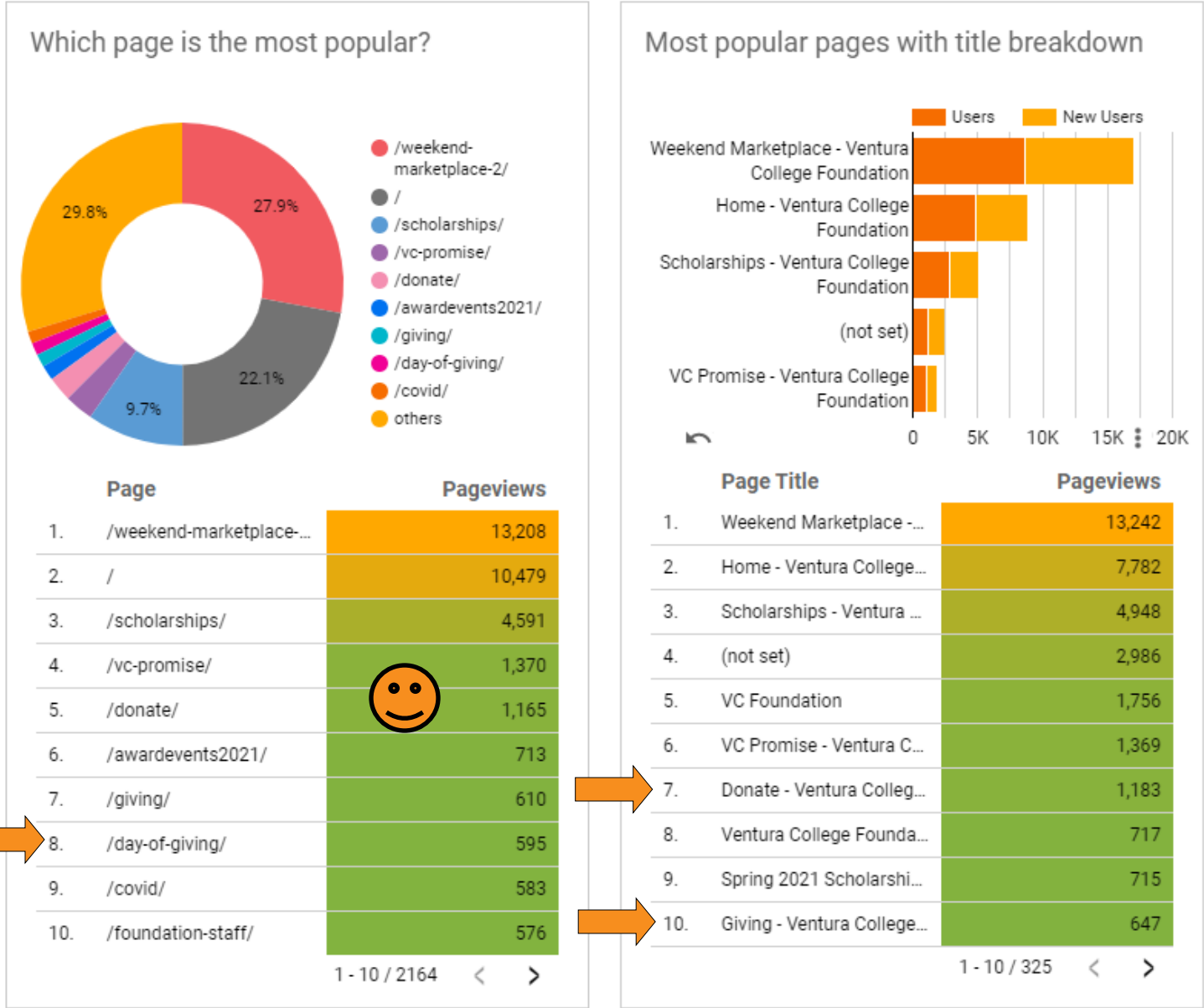
	Device	Users	New Users
1.	mobile	13,081	13,070
2.	desktop	9,113	9,118
3.	tablet	334	333



Top Acquisition Channels: **Organic Search** = "Google Search"
Direct = Typing in Link or Clicking on Bookmark
Referral = Sites that "referred" visitors to our site
Social = Traffic coming to our website from social media

FY 2021-22 Google Analytics Audience Overview (July 1, 2021–May 25, 2022)

What do users see when they are in your website?



	2019-20	2020-21	2021-22 YTD	Most Popular Pages 2019-20 vs. 2020-21 vs. 2021-22 YTD					
Users	14,369	22,953	22,495	2019-20	2020-21		2021-22		
New Users	14,376	22,504	22,516	Home	6,203	COVID Mrktplace	11,057	Marketplace	13,208
Number of Sessions Per User	1.39	1.33	1.37	Marketplace	4,299	Home	7,559	Home	10,479
Sessions	19,928	30,627	30,872	Scholarships	3,321	Marketplace	5,001	Scholarships	4,591
Pageviews	32,381	46,719	47,425	Promise	2,464	Scholarships	4,515	VC Promise	1,370
Pages /Session	1.62	1.53	1.54	COVID Marketplace	2,162	Covid Updates	3,053	Donate	1,165
Avg. Session Duration	0:01:12	0:01:10	0:1:14	Textbook	2,052	Textbook	1,644	Award Events 21	713
Bounce Rate	70.18%	74.89%	72.79%	Covid Updates	1,656	VC Promise	1,956	Giving	610
				Getting Started	1,528	Donate	978	Day of Giving	595
				Award Events 20	982	Award Events 21	888	Covid Updates	583
				Contact	578	Blackbaud	831	Fdn. Staff	576

MEMO C

TO: Ventura College Board of Directors

From: Anne Paul King, Executive Director

Date: June 2, 2022

Subject: Ventura College Foundation Alumni Data Sharing Policy

At the May 10, 2021 meeting of the Program Sustainability Committee, the committee recommended to forward the attached policy for full board approval. Now that we are ready to hire an Alumni Engagement Specialist as part of the 2022-23 budget plan, we are ready for board approval of the policy.

We need an Alumni Data Policy because the VC Foundation will want to share its Alumni data with Ventura College groups and programs to partner in building the alumni network. We want to implement controls and procedures for the sharing of this data and keep it secure. Ventura College groups and programs that receive this data must sign a confidentiality agreement on a yearly basis and complete formal request form.

Alumni data is and will be stored and maintained in the VC Foundation's Donor Database. This data will be distributed electronically to VC programs and groups after approval by a VC Dean, VC Vice President and the VCF Executive Director.

This policy has been reviewed by the VCF-VC FERPA Data Work Group to make sure all are comfortable. FERPA is the Federal law that protects student privacy.



POLICY ON THE RELEASE AND USE OF ALUMNI DATA

SUMMARY

Established in 1983, the Ventura College Foundation (VC Foundation), is a 501(c)3 nonprofit organization (Federal Tax ID#: 77-0037747) and operates financially independent from Ventura College (VC) and the Ventura County Community College District (VCCCD).

The VC Foundation transforms students' lives through education by providing innovative and vital resources and financial support. The Foundation collaborates with Ventura College to enhance human potential, civic engagement, careers and academic success of students enabling their effective impact and legacy on the college, local workforce, and our community.

As the entity responsible for alumni engagement for VC and any future Alumni Program(s), the VC Foundation is seeking to enhance opportunities for VC alumni to be engaged with the College and other alumni, while also providing strong privacy protection for alumni data.

Alumni, affinity groups, clubs, student groups, class representatives, and volunteers are important partners of the VC Foundation and play a vital role in keeping alumni connected to VC.

The following policies and procedures have been adopted to support VC Alumni partnerships and clarify policy regarding the release of alumni data, lists, and information. This policy applies to all individuals and departments, including faculty, staff, alumni, retirees, and friends affiliated with the VC Foundation and VC that request data or information from the VC Foundation's alumni database.

USE AND SHARING RESTRICTIONS

- Alumni data will only be provided to support activities in support of VC, or approved partners' program designed to serve or inform VC alumni. **Alumni data will not be provided to third parties for their independent use.**
- Information will only be distributed to individuals who have signed an approved Release of Data request (attached), and the form must be counter-signed by their dean and/or the designated VC Vice-President, and final approval by the VC Foundation's Executive Director.
- All individuals using alumni supplied data agree to abide by privacy preferences expressed by alumni (solicitation codes.) To err on the side of caution, all individuals coded Do Not Solicit and/or Do Not Contact will be removed from lists provided to approved individuals.
- Information provided may not be sold to any person, group, or agency under any condition, and may not be provided to any person or group for personal, business, political and/or religious purposes.

- All requests with a fundraising or solicitation component must be coordinated and approved by the VC Foundation, the organization responsible for fundraising for VC, before data is released.
- Requests for mailing data (print or electronics), must be coordinated and approved with the VC Foundation and/or a VC Alumni Association before data is released.
- To ensure the most current data is always used, **data lists may never be re-used**. Data lists should be freshly pulled from the alumni database for each intended use. Data is therefore provided for a single purpose only (as described attached); information must be deleted or destroyed once the approved purpose for distribution is complete. Data is not to be imported or transferred into any other database or info system.
- Data provided will only include (as needed): name, contact information (address, phone or email), class year, degree/certificate, interests, and solicitation/contact restrictions.
- To protect donor confidentiality, VCF policy is not to release donor lists with specific gift amounts unless it pertains to a current Alumni fundraising and is used for acknowledging donor gifts. Representatives from these areas are required to complete a request form acknowledging the intended use, confidentiality, and that information will be destroyed after the intended use. Lists should be marked as confidential (in the header and/or footer). Anonymous donor information will not be included.
- The VC Foundation reserves the right to deny alumni data requests, modify these terms at any time in its sole discretion. Final decisions regarding appropriate use of and access to information will be made by the VC Foundation's Executive Director.
- All approved individuals and departments, including faculty, staff, alumni, retirees, and friends affiliated with the VC Foundation and VC, must refer all alumni and donor information updates (requests to be removed from mailing list, updated contact information and/or solicitation preferences) to the VC Foundation within 5 business days of receiving so information can be updated to ensure data integrity for all parties interacting with VC Alumni.

PROCESS

All requests for VC alumni data should be directed to the Development Manager, Julie Harvey jharvey@vcccd.edu in the VC Foundation's Development Department for approval and assignment. Approval will be determined by the VC Foundation Executive Director. Each request requires a signed approval form (attached) prior to the release of data.

All approved individuals and departments, including faculty, staff, alumni, retirees, and friends affiliated with the VC Foundation and VC, should refer all alumni and donors who desire to make contact information updates (i.e. changes to address, phone numbers, email, preferred contact method) to contact the VC Foundation at VCFoundation@vcccd.edu or 805-289-6461.

All other updates of information about alumni, including but not limited to, biographical updates, education or employment information that come to the attention of approved individuals and departments, including faculty, staff, alumni, retirees, and friends affiliated with the VC Foundation and VC should be promptly brought to the attention of the Development Manager, Julie Harvey at jharvey@vcccd.edu.

ALUMNI CONTROL – OPTING OUT OF COMMUNICATIONS

To opt out of receiving Alumni Communications from approved individuals and departments, including faculty, staff, alumni, retirees, and friends affiliated with the VC Foundation and VC, alumni may contact the VC Foundation's Development Manager at 805-289-6502 or email to jharvey@vcccd.edu. Additionally, alumni may update their email subscription settings by following the link provided in broadcast emails (i.e. Mailchimp).

Opt-out preferences will be processed immediately and will be effective within 90 days of receipt. Opt-out choices will be unlimited in duration, unless the alumnus requests that the duration be limited. Opt-out decisions may be reversed by alumni at any time.

SECURITY & PRIVACY

The VC Foundation recognizes the importance of safeguarding personal information. The VC Foundation has put in place appropriate physical, technical and administrative procedures to minimize the risk of unauthorized access to data, to maintain data accuracy and to ensure the appropriate use of information.

If alumni or others have concerns or questions about the VC Foundation's Alumni database and the use of alumni data, they may contact the Development Manager at jharvey@vcccd.edu or 805-289-6502.

COMPLIANCE

Failure to abide by the policy described in this document may result in denial of access to information contained in the VC Foundation Alumni records and/or database. Request for reinstatement of access to this information must be approved by both the President of VC and the Executive Director of VCF.

POLICY REVIEW

This Policy on the Release and Use of Alumni Records and Information will be reviewed annually by the VCF Executive Director and VC President.

**Ventura College Foundation Board Campaign
Narrowing of Preferences
2022-23 Q3 Full Board Meeting Activity Results**

6-2-22 apk

#1 CAPITAL PROJECTS

- **STUDENT HOUSING (20 yes)**
- **Put the Community Back into Community College (6 yes)**
 - Renovate the Wright Event Center to become a Community and Foundation Destination on Campus

#2 BASIC NEEDS SUPPORT--Ensure That Students Thrive (19 votes)

#3 CAREER EDUCATION-Empower Success thru Employment Preparation (11 yes, 3 maybe, 1 no)

- **Strengthen Career Readiness (6 yes)**
 - Tools and Equipment for Career Education Programs
 - Importance of technology and learning facilities to meet local needs

#4 PROMISE-Increase Student Enrollment and Increase Completion Rates (11 votes)

- Help 1st year students (5 yes)
- Supporting our re-entry students (6 yes)
- Promise support (securing 2 years of funding) (6 yes)
- Comprehensive include equipment needed (5 yes)



BOARD OF DIRECTORS - FINANCE MEETING MINUTES

Wednesday, March 9, 2022, 4:15 p.m.
Via Zoom

Board Members Present: Michael Orman, Anne Paul King, Amy Cherot, Abra Flores, Rob van Nieuwburg

Staff Present: Juli Blasingame, Director of Finance

CALL TO ORDER

Mr. Orman called the meeting to order at 4:20 p.m.

PRESENTATION OF SECOND QUARTER FINANCIALS AND VARIANCE REPORT

Ms. Blasingame discussed the financial statements for the six months ended December 31, 2021, and the accompanying variance report.

BUDGET PROCESS 2022-2023

Ms. Blasingame informed the committee that the Foundation staff has begun preparing the budget for next fiscal year and will be scheduling a special finance committee meeting on April 6 to review the budget and vote on recommending it to the executive committee.

FINAL 990

Ms. Blasingame presented the final 990 for the fiscal year ended June 30, 2021 and offered to answer any questions.

MOTION: Recommend to executive committee to approve the 990 as presented made by Mr. van Nieuwburg, seconded by Mr. Orman. **MSC.**

UPDATE EXCESS MARKETPLACE REVENUE

Ms. King updated the committee on our previous discussion of Marketplace revenues in excess of budget. We have a year-to-date budget excess of approximately \$311,000. Ms. King reminded the committee that we intend to use approximately \$70,000 of the excess to fill in the gaps in our scholarship awarding, and also to hire an Administrative Assistant and Database Assistant on a full-time basis.

CALPERS RESOLUTION

CalPERS recently notified the Finance Manager that our retirement plan is on record as being not tax deferred. Since the Foundation has always intended it to be tax deferred and has always treated it as such for payroll purposes, CalPERS informed us that we need a board resolution stating as much. CalPERS will be able to back date the effective date.

MOTION: Motion to recommend the executive committee approve the resolution made by Mr. van Nieuwburg, seconded by Ms. Flores. **MSC.**

UPDATE: SCHOLARSHIP ENDOWMENTS TO BE COMBINED

Ms. King reminded the committee that we had appealed to the Attorney General to combine four of our scholarship endowments with others of similar restrictions, on the basis that they were under \$25,000 and over 20 years old, and we had no contact with the original donor. Mr. Pantoja, Director of Major and Planned Giving, had written to the Attorney General, and since the mandated six months had lapsed, the Foundation is free to combine those endowments and will do so for the current awarding cycle.

COMPREHENSIVE CAMPAIGN BOARD RETREAT COMMENTS

Ms. King discussed the comments gathered regarding a possible comprehensive campaign at our last board retreat. She mentioned some possible options for campaign fundraising, including second year Promise which is likely to not be funded by the state.

ADJOURNMENT

There being no further business, the committee duly adjourned at 5:05 p.m.

Minutes prepared by Juli Blasingame.



BOARD OF DIRECTORS – FINANCE/BUDGET MEETING MINUTES

Wednesday, April 6, 2022, 4:15 p.m.
Via Zoom

Board Members Present: Michael Orman, Anne Paul King, Cathy Bojorquez, Rob van Nieuwburg

Staff Present: Juli Blasingame, Director of Finance

CALL TO ORDER

Mr. Orman called the meeting to order at 4:20 p.m.

Ms. King discussed the assumptions used in preparing the current draft of the fiscal year 2022-2023 budget, including fundraising goals, expected Marketplace revenue and personnel needs. We expect to need to raise \$83,500 for Promise funding, based on information provided by the college, which will somewhat reduce our textbook and basic needs fundraising.

Additional staff recommendations and salary increases will be reviewed and approved by the personnel committee at a separate meeting. Several development and event costs which have not been budgeted since pre- COVID are anticipated to return in 2022-2023.

The committee requested a second meeting after the personnel committee meets to review any changes.

ADJOURNMENT

There being no further business, the committee duly adjourned at 5:05 p.m.

Minutes prepared by Juli Blasingame.



BOARD OF DIRECTORS – FINANCE/BUDGET MEETING MINUTES

Wednesday, May 4, 2022, 5:15 p.m.
Via Zoom

Board Members Present: Michael Orman, Anne Paul King, Abra Flores, Amy Cherot, Ed Summers

Staff Present: Juli Blasingame, Director of Finance

CALL TO ORDER

Mr. Orman called the meeting to order at 5:18 p.m.

DISCUSSION

Ms. Blasingame briefly discussed the changes in the budget since the previous meeting, namely two salary changes based on the direction of the Personnel Committee. The Personnel Committee requested the Executive Director's salary increase be brought up to 20% to come closer to market salaries for a position of this level, and also in consideration of the 16% decrease the ED took in 2019-2020 due to pandemic restrictions. It was also decided in the Personnel Committee that the Program Manager position will be a Program Specialist next year and, therefore, the salary should be decreased. The position will no longer be a manager level as many of the functions will be assumed by Ventura College financial aid office in the 2022-2023 fiscal year. Ms. Blasingame discussed the effect of these changes on salaries and benefits and the overall increase in expense of approximately \$16k. She noted that unrestricted income is still budgeted as positive, and we have additional cash reserves set aside for certain wages.

Ms. King discussed some changes in the marketing budget which did not have an overall effect on net income, but eliminated the proposed student portal and redirected the funds to consulting that will be needed next year.

MOTION

The committee recommends forwarding the budget as presented for approval by the Executive Committee. Motion made by Ed Summers and seconded by Abra Flores. **MSC.**

Ms. King added that we still have significant unrestricted cash in our investment pools left over from the sustainability fee on the second Schwab Estate distribution and this will assist us in initiating a comprehensive fundraising campaign. The campaign is not included in the budget, as it has not been approved by the board yet.

There was a brief discussion of upcoming board member nominations.

ADJOURNMENT

There being no further business, the committee duly adjourned at 5:54 p.m.

Minutes prepared by Juli Blasingame.

VENTURA COLLEGE FOUNDATION

BUDGET FISCAL YEAR 2022-2023

ASSUMPTIONS – BOARD DRAFT V.1

➤ OVERALL:

- Increase in revenue of \$681,006, including \$117,325 in donations, \$534,200 Marketplace revenues and \$57,609 other unrestricted income
 - Increase in programmatic spending of \$511,811, including \$171,535 for scholarships, \$56,820 for grants, and \$283,456 for campus endowments
 - Increase in operating costs of \$433,877 (see more details below)
- Marketplace revenue: assumed to remain at our current level on a per-weekend basis
- Donation revenue is based on development's goals, plus distributions from FCCC Osher fund and VCCF Iliff Endowment. Note we are anticipating needing to raise \$83,500 in Promise funding next year.

PROGRAMS	FY 23 Goal	FY 22 Goal
4200 Unrestricted - Fund for VC	\$67,500	\$65,000
4200 Unrestricted - President's Circle	\$43,500	\$59,000
4200 Unrestricted - Event Sponsorship	\$21,500	\$15,000
Phoenix Scholarships	\$34,700	\$35,400
Annual Scholarships	\$164,530	\$141,600
Textbook Lending	\$15,300	\$14,750
Vet Textbook	\$18,000	\$32,500
Promise	\$83,500	
Basic Needs Office	\$7,950	\$17,250
TOTAL	\$456,480	\$380,500

- New administrative fee on scholarship endowment distributions budgeted to yield \$28,128 in unrestricted cash.

Operating Expenses:

- Personnel costs increase of approximately \$300k, including:
- 3 new f/t personnel, including newly hired f/t Database Administrator which was formerly p/t, and not hired yet Alumni Specialist and Administrative Assistant to the ED
 - Pay raises between 3% and 4% for all but one office position, expected to receive a promotion and commensurate raise. Marketplace staff 4.5% increase.
 - CalPERS health insurance increase of 9% beginning in January
 - Payroll service increases projected at \$5k
- Marketing & development budget increase \$84k, including:
- \$15k to bring back the Gratitude Report, forgone since COVID restrictions reduced income

- \$4,600 to bring back holiday card, forgone since COVID
- \$6,182 for NEW items, including alumni mailing, day of giving postcard, grad fair, 40th anniversary, event sponsorship mailing
- Additional \$48,750 for Searle Creative marketing & social media consulting
- Additional \$6k for advertising in Pacific Coast Business Times
- New ED special fund of \$10k to allow ED flexibility in stewarding donors, providing sponsorships, approving additional conferences or travel for staff, etc.
- Additional \$5,300 scholarship event to return to in person events

VENTURA COLLEGE FOUNDATION
BUDGET- version 4.28.22
FISCAL YEAR 2022-2023

	22/23 BUDGET	21/22 BUDGET	Difference	21/22 ACTUAL THRU 3/31/22
Income				
4000 DONATIONS				
4200 Donations - Unrestricted	132,500.00	139,000.00	(6,500.00)	136,968.11
4300 Donations - Perm Restricted	0.00	0.00	-	191,447.31
4400 Donations - Temp Restricted			-	
4410 Phoenix	34,700.00	35,400.00	(700.00)	31,430.00
4430 Annual	223,530.00	199,600.00	23,930.00	187,374.79
4432 Osher Donations	55,770.00	63,600.00	(7,830.00)	25,567.00
4435 Promise	83,500.08	0.00	83,500.08	80.00
4437 Textbook lending	33,300.00	14,749.96	18,550.04	31,479.00
4440 Campus	89,500.00	83,163.24	6,336.76	281,360.03
Total 4400 Donations - Temp Restricted	\$ 520,300.08	\$ 396,513.20	\$ 123,786.88	\$ 557,290.82
7053 Sustainability Gift Expense	-27,453.01	(27,491.28)	38.27	-38,384.20
Total 4000 DONATIONS	\$ 625,347.07	\$ 508,021.92	\$ 117,325.15	\$ 847,322.04
5000 Market Place Revenue	1,374,100.00	923,000.00	451,100.00	987,513.00
5020 VIP MP Parking	210,600.00	127,500.00	83,100.00	145,358.00
Total 5000 Market Place Revenue	\$ 1,584,700.00	\$ 1,050,500.00	\$ 534,200.00	\$ 1,132,871.00
5100 Interest Income	372.00	300.00	72.00	246.59
5200 In-Kind Rent	91,000.00	91,000.00	-	
5300 In-Kind Income	0.00	0.00	-	22,825.12
5400 Other Income	76,415.00	46,968.00	29,447.00	220,506.99
XXXX Scholarship admin Fee income*	28,128.00		28,128.00	
5450 Sustainability gift income	27,453.01	27,491.28	(38.27)	38,384.20
Total Income	\$ 2,433,415.08	\$ 1,724,281.20	\$ 681,005.88	\$ 2,262,155.94
Gross Profit	\$ 2,433,415.08	\$ 1,724,281.20	\$ 681,005.88	\$ 2,262,155.94
Expenses				
6000 PROGRAMMATIC				
6100 SCHOLARSHIPS				
4500 Unclaimed Scholarships (forfeitures)	(20,000.00)	(30,000.00)	10,000.00	-16,013.77
6152 Annual	273,827.00	217,477.00	56,350.00	6,140.00
6160 Phoenix Scholarships (Annual)	32,730.00	39,257.00	(6,527.00)	
8300 Endowed Scholarships	240,512.00	161,263.00	79,249.00	4,242.00
8310 Endowed-Regular Phoenix	41,634.00	33,588.00	8,046.00	
8320 Endowed Scholarships- Osher	61,038.00	32,886.00	28,152.00	
8325 Endowed Scholarships- Osher Phoenix	12,162.00	5,896.80	6,265.20	
8355 Unclaimed Scholarships Re-awarded	20,000.00	30,000.00	(10,000.00)	
XXXX Scholarship admin fee expense	28,128.00		28,128.00	
Total 6100 SCHOLARSHIPS	\$ 690,031.00	\$ 490,367.80	\$ 171,535.20	\$ (5,631.77)
6200 GRANTS				
6210 Ventura College Promise	75,000.00	0.00	75,000.00	
6220 Textbook/Lending Library Grant	13,770.00	14,650.00	-880.00	17,605.51
6225 Vet Promise Textbook Expense	16,200.00	33,500.00	-17,300.00	1,750.00
Total 6200 GRANTS	\$ 104,970.00	\$ 48,150.00	\$ 56,820.00	\$ 19,355.51
6300 OTHER PROGRAM EXPENSES				
6330 Bad Debts	0.00	0.00	0.00	2,120.00
6370 Campus Expense	682,433.00	83,163.22	599,269.78	843,897.72
6375 Campus In-Kind Expense	0.00	0.00	-	18,800.50
6380 Department Student Awards	0.00	0.00	-	
8400 Program Endowment Disbursement	149,795.00	465,608.89	(315,813.89)	139,020.10
Total 6300 OTHER PROGRAM EXPENSES	\$ 832,228.00	\$ 548,772.11	\$ 283,455.89	\$ 1,003,838.32
Total 6000 PROGRAMMATIC	\$ 1,627,229.00	\$ 1,087,289.91	\$ 511,811.09	\$ 1,017,562.06
7000 ADMINISTRATION				
7002 Bank Charges	240.00	240.00	0.00	160.00
7004 CalPERS	11,406.74	5,137.53	6,269.21	2,691.63
7006 Board Expense	1,000.00	500.00	500.00	
7008 Computer Expense	6,365.00	1,365.00	5,000.00	900.00
7010 Professional Development	3,000.00	1,000.00	2,000.00	
7012 Depreciation	707.00	4,250.04	(3,543.04)	
7014 Dues & Subscriptions	0.00	0.00	-	3,658.77
7016 Employee Appreciation	1,000.00	675.00	325.00	401.06
7018 Employee Benefits	18,354.52	8,021.40	10,333.12	4,427.92
7022 Insurance	11,568.49	9,195.24	2,373.25	6,748.16
7024 Licenses & Fees	1,046.00	905.00	141.00	776.67
7026 Office Expense	2,721.00	1,408.00	1,313.00	1,831.68
7028 Mileage	120.00	60.00	60.00	
7030 Miscellaneous Meetings	2,000.00	0.00	2,000.00	38.30
7032 Printing	248.00	132.00	116.00	146.63
7034 Payroll Service	21,840.00	16,562.00	5,278.00	12,883.64
7035 Salaries	122,853.55	63,883.18	58,970.37	45,615.71

VENTURA COLLEGE FOUNDATION
BUDGET- version 4.28.22
FISCAL YEAR 2022-2023

	22/23 BUDGET	21/22 BUDGET	Difference	21/22 ACTUAL THRU 3/31/22
7036 Payroll Taxes	9,447.44	4,912.58	4,534.86	3,572.06
7038 Postage	440.00	120.00	320.00	272.00
7044 Professional Services	20,800.00	16,800.00	4,000.00	8,105.00
7045 In-Kind Rent	5,220.00	5,220.00	0.00	
7048 Unemployment Insurance Expense	2,111.32	1,000.00	1,111.32	698.08
7052 Small Equipment	1,000.00	1,448.16	(448.16)	230.05
7054 Telephone		900.00	(900.00)	
XXXX Exec Director Special Fund	5,000.00	0.00	5,000.00	
7056 Workers' Compensation	849.94	579.72	270.22	379.89
Total 7000 ADMINISTRATION	\$ 249,338.99	\$ 144,314.85	\$ 105,024.14	\$ 93,537.25
7500 DEVELOPMENT				
7502 Bank Charges	0.00	0.00	-	
7504 CalPERS	29,349.68	13,167.20	16,182.48	9,846.93
7506 Board Expense	5,700.00	3,700.00	2,000.00	1,443.14
7508 Computer Expense	10,832.33	8,076.75	2,755.58	3,556.00
7509 Direct Marketing	21,811.35	11,950.09	9,861.26	3,978.47
7510 Professional Development	20,175.00	13,000.00	7,175.00	2,547.87
7511 Donor Meetings	5,879.88	5,080.00	799.88	1,566.36
7512 Donor Recognition	4,500.00	6,000.00	(1,500.00)	2,165.35
7513 Misc Meetings	0.00	0.00	-	
7514 Dues & Subscriptions	6,704.00	6,230.00	474.00	2,822.40
7515 Depreciation	0.00	0.00	-	
7516 Employee Appreciation	0.00	0.00	-	
7518 Employee Benefits	57,154.49	20,812.53	36,341.96	14,805.42
7520 Insurance	2,405.36	2,262.22	143.14	1,509.12
7522 Merchant Fees - Online Donation	1,360.00	2,399.88	(1,039.88)	1,060.54
7524 Mileage	3,300.00	0.00	3,300.00	449.12
7526 Office Expense	4,064.00	2,345.00	1,719.00	913.51
7528 Professional Services	18,100.02	29,800.00	(11,699.98)	14,407.70
7530 Marketing	39,450.50	18,170.06	21,280.44	16,036.33
7531 In-Kind Rent	10,181.00	10,181.00	-	
7532 Printing & Graphic Design	5,533.32	2,400.00	3,133.32	
7535 Salaries	281,318.15	123,378.21	157,939.94	91,392.93
7536 Payroll Taxes	21,633.37	9,487.78	12,145.59	7,270.96
7538 Postage	900.00	1,150.00	(250.00)	589.15
7541 Special Events	1,935.00	10,000.00	(8,065.00)	3,629.13
7550 Unemployment Insurance Expense	10,011.28	1,000.00	9,011.28	1,395.92
7552 Scholarship Awards Events	0.00	0.00	-	124.99
7555 President's Special Fund	12,874.96	10,375.00	2,499.96	4,255.68
7556 Workers' Compensation	849.94	579.69	270.25	379.94
XXXX Exec Director Special Fund	5,000.00			
Total 7500 DEVELOPMENT	\$ 581,023.63	\$ 311,545.41	\$ 264,478.22	\$ 186,146.96
7500 SCHOLARSHIP				
7502 Bank Charges	240.00		240.00	
7504 CalPERS	13,797.44	16,732.81	(2,935.37)	12,241.41
7506 Board Expense	0.00	0.00	-	
7508 Computer Expense	13,311.17	12,008.28	1,302.89	8,091.35
7509 Direct Marketing	10,035.15	4,659.28	5,375.87	2,494.06
7510 Professional Development	2,195.00	860.00	1,335.00	867.00
7511 Donor Meetings	0.00	0.00	-	
7512 Donor Recognition	0.00	0.00	0.00	
7513 Misc Meetings	0.00	0.00	0.00	
7514 Dues & Subscriptions	510.00	0.00	510.00	
7515 Depreciation	0.00	0.00	-	
7516 Employee Appreciation	0.00	0.00	-	
7518 Employee Benefits	30,457.43	26,472.60	3,984.83	17,842.18
7520 Insurance	2,405.36	2,262.22	143.14	1,509.12
7522 Merchant Fees - Online Donation	0.00	0.00	-	
7524 Mileage	200.00	0.00	200.00	224.56
7526 Office Expense	380.00	587.50	(207.50)	
7528 Professional Services	7,670.00	4,960.00	2,710.00	4,000.00
7530 Marketing	21,616.00	10,481.35	11,134.65	9,360.33
7531 In-Kind Rent	10,271.00	10,271.00	0.00	
7532 Printing & Graphic Design	2,033.32	0.00	2,033.32	
7535 Salaries	132,330.90	145,591.04	(13,260.14)	108,194.81
7536 Payroll Taxes	10,176.25	11,195.95	(1,019.70)	8,641.21
7538 Postage	40.00	40.00	-	125.00
7541 Special Events	0.00	0.00	-	2,044.78
7544 Volunteer expenses	450.00	300.00	150.00	

VENTURA COLLEGE FOUNDATION
BUDGET- version 4.28.22
FISCAL YEAR 2022-2023

	22/23 BUDGET	21/22 BUDGET	Difference	21/22 ACTUAL THRU 3/31/22
7550 Unemployment Insurance Expense	2,111.32	1,000.00	1,111.32	140.54
7552 Scholarship Awards Events	13,300.00	8,000.00	5,300.00	
7555 President's Special Fund	0.00	0.00	0.00	
7556 Workers' Compensation	849.94	579.69	270.25	379.93
Total 7500 SCHOLARSHIP	\$ 274,380.27	\$ 256,001.72	\$ 18,378.55	\$ 176,156.28
7500 PROGRAMS				
7502 Bank Charges	0.00	0.00	0.00	15.00
7504 CalPERS	13,797.44	16,732.81	(2,935.37)	12,241.41
7506 Board Expense	0.00	0.00	0.00	1,777.99
7508 Computer Expense	4,416.17	3,538.20	877.97	
7509 Direct Marketing	9,417.65	4,961.23	4,456.42	3,101.52
7510 Professional Development	0.00	0.00	0.00	
7511 Donor Meetings	0.00	0.00	0.00	
7512 Donor Recognition	0.00	0.00	0.00	
7513 Misc Meetings	0.00	0.00	0.00	
7515 Depreciation	0.00	0.00	0.00	
7514 Dues & Subscriptions	0.00	0.00	0.00	
7516 Employee Appreciation	0.00	0.00	0.00	
7518 Employee Benefits	30,457.43	26,472.60	3,984.83	17,842.18
7520 Insurance	2,405.36	2,262.22	143.14	1,509.13
7522 Merchant Fees - Online Donation	0.00	0.00	0.00	224.56
7524 Mileage	100.00	0.00	100.00	4,090.00
7526 Office Expense	260.00	467.50	(207.50)	
7528 Professional Services	4,470.00	4,470.00	0.00	
7530 Marketing	21,616.00	10,378.59	11,237.41	9,230.08
7531 In-Kind Rent	8,395.00	8,395.00	0.00	
7532 Printing & Graphic Design	2,033.32	0.00	2,033.32	
7535 Salaries	130,189.33	143,646.24	(13,456.91)	102,936.82
7536 Payroll Taxes	10,011.56	11,046.40	(1,034.84)	8,234.61
7538 Postage	10.00	10.00	0.00	
7541 Special Events	350.00	0.00	350.00	
7550 Unemployment Insurance Expense	2,111.32	1,000.00	1,111.32	2,042.42
7552 Scholarship Awards Events	0.00	0.00	0.00	
7555 President's Special Fund	0.00	0.00	0.00	
7556 Workers' Compensation	849.94	579.69	270.25	379.94
Total 7500 PROGRAMS	\$ 240,890.51	\$ 233,960.48	\$ 6,930.03	\$ 163,625.66
8000 MARKET PLACE				
8002 Bank Charges	0.00	0.00	0.00	
8004 CalPERS	17,131.08	16,009.44	1,121.64	12,001.43
8006 Computer Expense	4,440.00	4,080.00	360.00	3,060.00
8008 Courier Service	8,700.00	5,400.00	3,300.00	4,846.30
8012 CC Processing Merchant Fees	6,240.00	4,200.00	2,040.00	4,352.60
8014 Depreciation	1,895.65	458.04	1,437.61	1,620.99
8016 Employee Appreciation	2,000.00	1,225.00	775.00	1,952.03
8018 Employee Benefits	33,011.09	26,568.59	6,442.50	18,527.64
8020 Insurance	20,691.39	20,549.73	141.66	12,806.61
8023 Marketing	23,577.50	12,349.00	11,228.50	10,248.30
8024 Licenses & Fees	654.00	654.00	0.00	
8026 Office Expense	1,080.00	960.00	120.00	263.58
8030 Repairs & Maintenance	20,400.00	29,200.00	(8,800.00)	32,211.55
8031 In-Kind Rent	56,933.00	56,933.00	0.00	
8032 Printing & Signage	4,340.00	3,000.00	1,340.00	788.39
8034 Security	69,163.00	67,806.57	1,356.43	42,024.64
8035 Salaries	287,062.87	257,100.91	29,961.96	182,411.83
8036 Payroll Taxes	22,075.13	19,771.06	2,304.07	14,251.72
8037 Small Equipment	600.00	600.00	0.00	
8038 Street Sweeping	12,000.00	14,400.00	-2,400.00	7,205.56
8039 Professional Services	0.00	0.00	0.00	
8040 Supplies	14,400.00	15,600.00	(1,200.00)	9,613.15
8042 Trash	24,800.00	25,200.00	(400.00)	16,133.54
8044 Vendor Appreciation	6,000.00	5,500.00	500.00	
8046 Telephone	3,240.00	3,240.00	0.00	1,657.50
8056 Workers' Compensation	10,199.27	6,956.28	3,242.99	4,558.97
8509 Direct Marketing	2,795.00		2,795.00	367.50
8550 Unemployment claims	2,111.32	1,000.00	1,111.32	-8,761.59
Total 8000 MARKET PLACE	\$ 655,540.30	\$ 598,761.62	\$ 56,778.68	\$ 372,142.24
Total Expenses	\$ 3,628,402.70	\$ 2,631,873.99	\$ 963,400.71	\$ 2,009,170.45
Net Operating Income	\$ (1,194,987.62)	\$ (907,592.79)	\$ (282,394.83)	\$ 252,985.49
Other Income				

VENTURA COLLEGE FOUNDATION
BUDGET- version 4.28.22
FISCAL YEAR 2022-2023

	22/23 BUDGET	21/22 BUDGET	Difference	21/22 ACTUAL THRU 3/31/22
5500 Investment Income				
5510 Change in Value of Split Inter	0.00	0.00	0.00	
5520 Change in Market Value	1,163,646.12	2,017,130.64	(853,484.52)	(248,967.75)
5540 Interest & Dividends	538,756.00	500,400.00	38,356.00	318,420.44
Total 5500 Investment Income	\$ 1,702,402.12	\$ 2,517,530.64	\$ (815,128.52)	\$ 69,452.69
Total Other Income	\$ 1,702,402.12	\$ 2,517,530.64	\$ (815,128.52)	\$ 69,452.69
Other Expenses				
8500 Investment Fees				
8505 Manager Fee (CCCSE)	5,000.00	4,700.00	300.00	
8510 Manager Fee	126,180.00	113,320.00	12,860.00	94,582.96
Total 8500 Investment Fees	\$ 131,180.00	\$ 118,020.00	\$ 13,160.00	\$ 94,582.96
Total Other Expenses	\$ 131,180.00	\$ 118,020.00	\$ 13,160.00	\$ 94,582.96
Net Other Income	\$ 1,571,222.12	\$ 2,399,510.64	\$ (828,288.52)	\$ (25,130.27)
Net Income	\$ 376,234.50	\$ 1,491,917.85	\$ (1,110,683.35)	\$ 227,855.22
 CHECK FIGURE	 376,234.50			
 RESTRICTED	 \$ 376,033.54			
UNRESTRICTED	\$ 200.96			
	<hr/> \$ 376,234.50			
 Growth reserves designated by board to cover Admin Asst.*	 200.96			
	<hr/> 59,655.98			
Positive unrestricted cash flow	<hr/> <hr/> 59,856.94			

*Note: We also have over \$30k operating funds from the Guthrie Operating Endowment that can cover costs of adding equipment or office space for new employees if needed.



BOARD OF DIRECTORS - INVESTMENT MEETING MINUTES

Wednesday, May 18, 2022 3 p.m.
Via Zoom

Board Members Present: Ken Collin-Chair, Anne Paul King, Michael Orman, Boomer Butler, Robert Beilin

Staff Present: Juli Blasingame, Gerry Pantoja

Other: Gerard Tamparong and Frank Lee from Miracle Mile Advisors

CALL TO ORDER

Ms. King called the meeting to order at 3:04 p.m.

PRESENTATION BY MIRACLE MILE ADVISORS

Mr. Tamparong and Mr. Lee discussed current market and economic conditions, as well as their expectations for the remainder of the calendar year. They discussed the performance of our investment pools, which are down approximately 11% this calendar year to date, but are up approximately 27% life to date. They demonstrated compliance with our investment policies.

UPDATE: POOL 2 HANSEN ENDOWMENT

Ms. King reminded the committee that we currently are unable to award from the Martin Hansen endowment, as the investment restrictions agreed upon at the time of the donation have left the fund underwater. We have been working with the heirs to change the restrictions to align with the Foundation's endowment and investment policies. Our attorney has recently informed us that the remaining heir passed away last year, and therefore we can likely proceed with the change in investments. Our attorney will do a more extensive search for heirs before we proceed, and we will go through probate if necessary.

BUDGET FISCAL YEAR 2022-2023

Ms. Blasingame presented the fiscal year 2022-2023 budget, which the Finance Committee has recommended to the Executive Committee for approval. She discussed the budgeted investment income, the positive unrestricted income, and cash reserves available.

COMPREHENSIVE CAMPAIGN

Ms. King presented the top items board members prioritized for campaign fundraising, as voted on at the last board meeting. The top three priorities, by number of votes, are student housing, basic needs and career education. She pointed out that we have ample unrestricted cash reserves to fund a feasibility study.

ADJOURNMENT

There being no further business, the committee duly adjourned at 4:04 p.m.

Minutes prepared by Juli Blasingame.

WITH YOU EVERY MILE



AN INDEPENDENT APPROACH
TO INSTITUTIONAL INVESTING



MIRACLE MILE

INSTITUTIONAL

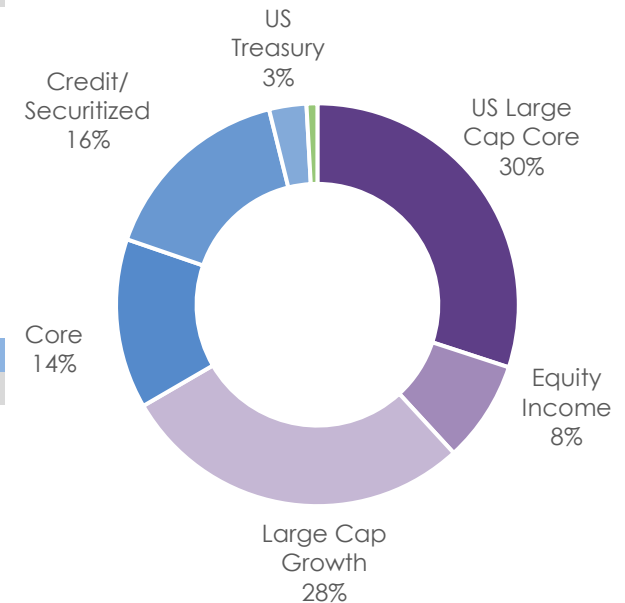


PORTFOLIO REVIEW

POOL 1 - \$9,235,310

17

Sectors	Funds (Ticker)	Expense Ratio	Allocation (%)
Equities			66.6%
US Large Cap Equity			66.6%
US Large Growth	iShares S&P 500 Growth ETF (IVW)	0.18%	13.7%
Technology	Invesco QQQ Trust (QQQ)	0.20%	13.0%
US Large Core	Vanguard S&P 500 ETF (VOO)	0.03%	12.8%
Financials	Financial Select Sector SPDR Fund (XLF)	0.11%	7.0%
Energy	Energy Select Sector SPDR Fund (XLE)	0.11%	3.6%
Equity Income	Vanguard Dividend Appreciation Index Fund (VIG)	0.06%	5.9%
Industrials	Industrial Select Sector SPDR Fund (XLI)	0.11%	4.0%
Industrials	US Global Jets ETF (JETS)	0.60%	2.7%
Real Estate	Vanguard Global ex. US Real Estate Index (VNQI)	0.12%	2.3%
Technology	First Trust Nasdaq Technology Dividend Index Fund (TDIV)	0.50%	1.7%
Fixed Income			32.5%
Taxable			32.5%
Core	Vanguard Total Bond Market ETF (BND)	0.03%	6.7%
US Aggregate	WisdomTree Yield Enhanced US Agg ETF (AGGY)	0.12%	5.1%
Senior Loans	Invesco Senior Loan ETF (BKLN)	0.64%	4.1%
Preferreds	iShares Preferred Securities ETF (PFF)	0.46%	3.3%
US Treasury	iShares U.S. Treasury Bond ETF (IEF)	0.15%	3.0%
Short Corporates	Vanguard Short-Term Corp. Bond ETF (VCSH)	0.04%	2.9%
Securitized	iShares MBS ETF (MBB)	0.04%	2.8%
Core	iShares Core 1-5 Year USD Bond ETF (ISTB)	0.06%	1.8%
Corporates	iShares Investment Grade Corp. Bond ETF (LQD)	0.14%	1.3%
High Yield Bonds	SPDR Bloomberg Short Term High Yield Bond ETF (SJNK)	0.40%	1.3%
Cash			0.9%



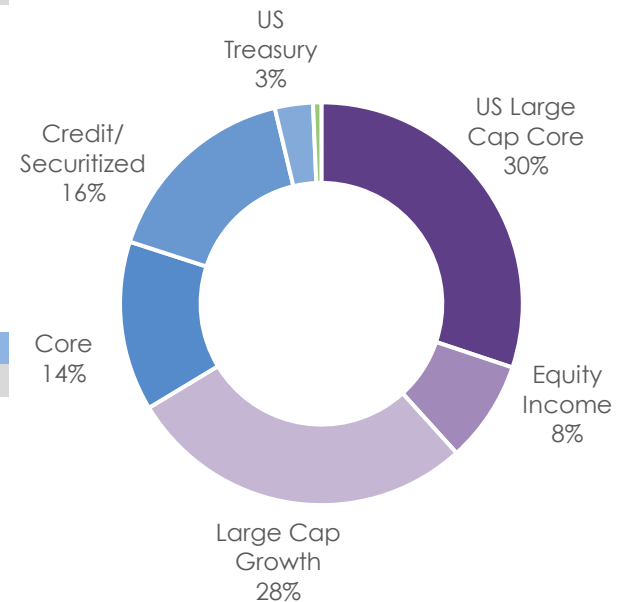
Portfolio Characteristics					
Portfolio	Equities		Fixed Income		
Portfolio Yield	1.9%	P/E Ratio	19.2	Duration (Years)	5.0
Weighted Avg Expense Ratio	0.17%	Weighted Avg Market Cap (Billions)	\$ 547	Avg Credit Quality Score	A-

As of 4/30/2022

POOL 4 - \$13,942,071

18

Sectors	Funds (Ticker)	Expense Ratio	Allocation (%)
Equities			66.3%
US Large Cap Equity			66.3%
US Large Growth	iShares S&P 500 Growth ETF (IVW)	0.18%	13.3%
Technology	Invesco QQQ Trust (QQQ)	0.20%	13.0%
US Large Core	Vanguard S&P 500 ETF (VOO)	0.03%	12.6%
Financials	Financial Select Sector SPDR Fund (XLF)	0.11%	7.2%
Equity Income	Vanguard Dividend Appreciation Index Fund (VIG)	0.06%	5.9%
Industrials	Industrial Select Sector SPDR Fund (XLI)	0.11%	4.0%
Energy	Energy Select Sector SPDR Fund (XLE)	0.11%	3.6%
Industrials	U.S. Global Jets ETF (JETS)	0.60%	2.7%
Real Estate	Vanguard Global ex. US Real Estate Index (VNQI)	0.12%	2.3%
Technology	First Trust Nasdaq Technology Dividend Index Fund (TDIV)	0.50%	1.8%
Fixed Income			33.0%
Taxable			33.0%
Core	Vanguard Total Bond Market Index Fund (BND)	0.03%	6.8%
US Aggregate	Wisdomtree Yield Enhanced US Agg Bond Fund (AGGY)	0.12%	4.9%
Senior Loans	Invesco Senior Loan ETF (BKLN)	0.64%	4.2%
Preferreds	iShares Preferred And Income Securities ETF (PFF)	0.46%	3.4%
US Treasury	iShares 7-10 Year Treasury Bond ETF (IEF)	0.15%	3.1%
Short Corporates	Vanguard Short-Term Corp. Bond ETF (VCSH)	0.04%	3.0%
Securitized	iShares MBS ETF (MBB)	0.04%	2.9%
Core	iShares Core 1-5 Year USD Bond ETF (ISTB)	0.06%	1.9%
High Yield Bonds	SPDR Bloomberg Short Term High Yield Bond ETF (SJNK)	0.40%	1.4%
Corporates	iShares Investment Grade Corporate Bond ETF (LQD)	0.14%	1.4%
Cash			0.7%



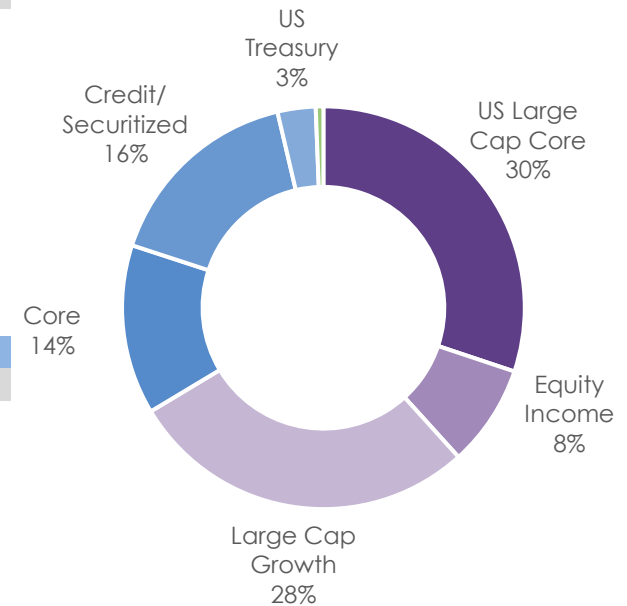
Portfolio Characteristics					
Portfolio	Equities		Fixed Income		
Portfolio Yield	1.9%	P/E Ratio	19.2	Duration (Years)	5.0
Weighted Avg Expense Ratio	0.17%	Weighted Avg Market Cap (Billions)	\$ 547	Avg Credit Quality Score	A-

As of 4/30/2022

POOL 5 - \$2,226,561

19

Sectors	Funds (Ticker)	Expense Ratio	Allocation (%)
Equities			66.4%
US Large Cap Equity			66.4%
US Large Growth	iShares S&P 500 Growth ETF (IVW)	0.18%	14.0%
US Large Core	Vanguard S&P 500 ETF (VOO)	0.03%	12.6%
Technology	Invesco QQQ Trust (QQQ)	0.20%	12.3%
Financials	Financial Select Sector SPDR Fund (XLF)	0.11%	7.2%
Equity Income	Vanguard Dividend Appreciation Index Fund (VIG)	0.06%	5.9%
Industrials	Industrial Select Sector SPDR Fund (XLI)	0.11%	4.0%
Energy	Energy Select Sector SPDR Fund (XLE)	0.11%	3.6%
Industrials	US Global Jets ETF (JETS)	0.60%	2.7%
Real Estate	Vanguard Global ex. US Real Estate Index (VNQI)	0.12%	2.3%
Technology	First Trust Nasdaq Technology Dividend Index Fund (TDIV)	0.50%	1.8%
Fixed Income			33.0%
Taxable			33.0%
Core	Vanguard Total Bond Market ETF (BND)	0.03%	6.8%
US Aggregate	WisdomTree Yield Enhanced US Agg ETF (AGGY)	0.12%	5.0%
Senior Loans	Invesco Senior Loan ETF (BKLN)	0.64%	4.2%
Preferreds	iShares Preferred Securities ETF (PFF)	0.46%	3.4%
US Treasury	iShares U.S. Treasury Bond ETF (IEF)	0.15%	3.1%
Short Corporates	Vanguard Short-Term Corp. Bond ETF (VCSH)	0.04%	3.0%
Securitized	iShares MBS ETF (MBB)	0.04%	2.9%
Core	iShares Core 1-5 Year USD Bond ETF (ISTB)	0.06%	1.9%
High Yield Bonds	SPDR Bloomberg Short Term High Yield Bond ETF (SJNK)	0.40%	1.5%
Corporates	iShares Investment Grade Corp. Bond ETF (LQD)	0.14%	1.4%
Cash			0.6%



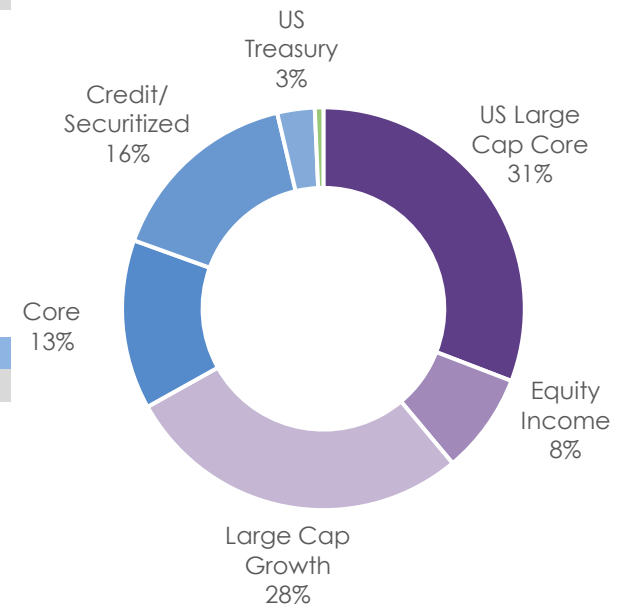
Portfolio Characteristics					
Portfolio	Equities		Fixed Income		
Portfolio Yield	1.9%	P/E Ratio	19.2	Duration (Years)	5.0
Weighted Avg Expense Ratio	0.17%	Weighted Avg Market Cap (Billions)	\$ 547	Avg Credit Quality Score	A-

As of 4/30/2022

POOL 6 - \$410,753

20

Sectors	Funds (Ticker)	Expense Ratio	Allocation (%)
Equities			66.9%
US Large Cap Equity			66.9%
US Large Growth	iShares S&P 500 Growth ETF (IVW)	0.18%	13.6%
US Large Core	Vanguard S&P 500 ETF (VOO)	0.03%	13.2%
Technology	Invesco QQQ Trust (QQQ)	0.20%	12.6%
Financials	Financial Select Sector SPDR Fund (XLF)	0.11%	7.1%
Equity Income	Vanguard Dividend Appreciation Index Fund (VIG)	0.06%	5.8%
Industrials	Industrial Select Sector SPDR Fund (XLI)	0.11%	4.0%
Energy	Energy Select Sector SPDR Fund (XLE)	0.11%	3.7%
Industrials	US Global Jets ETF (JETS)	0.60%	2.9%
Real Estate	Vanguard Global ex. US Real Estate Index (VNQI)	0.12%	2.3%
Technology	First Trust Nasdaq Technology Dividend Index Fund (TDIV)	0.50%	1.8%
Fixed Income			32.4%
Taxable			32.4%
Core	Vanguard Total Bond Market ETF (BND)	0.03%	6.8%
US Aggregate	WisdomTree Yield Enhanced US Agg ETF (AGGY)	0.12%	4.9%
Senior Loans	Invesco Senior Loan ETF (BKLN)	0.64%	4.2%
Preferreds	iShares Preferred Securities ETF (PFF)	0.46%	3.4%
US Treasury	iShares U.S. Treasury Bond ETF (IEF)	0.15%	3.0%
Securitized	iShares MBS ETF (MBB)	0.04%	2.8%
Short Corporates	Vanguard Short-Term Corp. Bond ETF (VCSH)	0.04%	2.7%
Core	iShares Core 1-5 Year USD Bond ETF (ISTB)	0.06%	1.8%
High Yield Bonds	SPDR Bloomberg Short Term High Yield Bond ETF (SJNK)	0.40%	1.3%
Corporates	iShares Investment Grade Corp. Bond ETF (LQD)	0.14%	1.3%
Cash			0.7%



Portfolio Characteristics					
Portfolio	Equities		Fixed Income		
Portfolio Yield	1.9%	P/E Ratio	19.2	Duration (Years)	5.0
Weighted Avg Expense Ratio	0.17%	Weighted Avg Market Cap (Billions)	\$ 547	Avg Credit Quality Score	A-

As of 4/30/2022

PORTFOLIO PERFORMANCE

21

Name	Ending Value	Allocation	YTD Return	Trailing 1 Year	Inception Return (4/2/2020)
Ventura College Foundation	\$27,591,222	100%	-11.3%	-4.1%	27.4%
VCF Pool 1	\$9,235,310	33%	-11.7%	-4.0%	32.8%
VCF Pool 2	\$545,099	2%	-0.3%	-0.6%	-1.1%
VCF Pool 3	\$1,231,429	4%	-6.9%	-7.6%	-6.8%
VCF Pool 4	\$13,942,071	51%	-11.7%	-3.8%	28.3%
VCF Pool 5	\$2,226,561	8%	-11.7%	-3.9%	26.7%
VCF Pool 6*	\$410,753	1%	-11.6%	-10.2%	-10.2%

*Inception date of pool 6 is 12/7/2021



As of 4/30/2022

CURRENT PORTFOLIO: POOLS 2 & 3

22

Pool 3: \$1,231,429

Sectors	Funds (Ticker)	Expense Ratio	Allocation (%)
Fixed Income			100.0%
Taxable			100.0%
Short Corporate	Vanguard Short-Term Corp. Bond ETF (VCSH)	0.04%	50.4%
Securitized	iShares Mortgage Backed Securities ETF (MBB)	0.04%	49.1%
Cash			0.5%

Portfolio Characteristics			
Portfolio	Fixed Income		
Portfolio Yield	2.66%	Duration (Years)	4.4
Weighted Avg Expense Ratio	0.04%	Avg Credit Quality Score	AA

Pool 2: \$545,099

Sectors	Funds (Ticker)	Expense Ratio	Allocation (%)
Fixed Income			100.0%
Taxable			100.0%
US Treasury	iShares U.S. Short Treasury Bond ETF (SHV)	0.15%	100.0%

Portfolio Characteristics			
Portfolio	Fixed Income		
Portfolio Yield	0.6%	Duration (Years)	0.4
Weighted Avg Expense Ratio	0.15%	Avg Credit Quality Score	AAA

Asset Class	Target	Actual	In Compliance
Stocks	60% +/- 10%	62.2%	✓
Bonds	40% +/- 10%	37.8%	✓
Stock Restrictions			
International Stocks	Max 40% of stocks	0.0%	✓
Emerging Market Stocks	Max 20% of stocks	0.0%	✓
Bond Restrictions			
Average Bond Quality	Minimum "Investment Grade"	A-	✓
Average Bond Duration	Max 7 Yrs	5.0 Yrs	✓

Ventura College Foundation
Board of Directors
PERSONNEL COMMITTEE
May 29, 2022, 1-2pm
Zoom Meeting

Minutes

Board Members Present: Matt LaVere – Committee chair, Ellyn Dembowski, Kim Hoffmans, Anne King, Rob van Nieuwburg,

Mr. LaVere called the meeting to order at 1:00 p.m.

DISCUSSION

Ms. King updated the committee that the Finance-Budget Committee had asked that they review the 2022-23 Confidential Wage Worksheet imbedded in the 2022-23 proposed budget and provide a recommendation. Ms. King said she had worked with the staff finance team and all foundation supervisors before making her recommendations in the worksheet. She explained her rationales and decisions.

The Committee asked Ms. King to leave meeting for their discussion. She did and was called back in to record the recommendation that was made without her present.

Recommendation to the Budget Committee – To accept the recommendations in the wage worksheet as presented by Ms. King with the exception of the wages presented for Ms. King, Executive Director. The committee unanimously recommended that Ms. King receive a 20% increase in wages with the recognition that she did not receive the 15% increase that all other foundation managers and supervisors received in the year prior as part of an effort to bring those wages to market standards. Ms. King was asked to convey this recommendation to Budget Committee and staff along with the reasoning provided.

The committee commended Ms. King for her work.

ADJOURNMENT

The meeting adjourned at approximately 1:30 p.m.

Minutes written by Anne Paul King

Ventura College Foundation
Joint Meeting Nominating and Personnel Committees
Wednesday, June 1, 2022, 3:00-4:00 p.m.
County Government Center, Hall of Administration, 800 South Victoria Avenue 4th Floor,
Ventura, CA 93009

Minutes

Board Members Present: Matt LaVere – Committee chair, Ellyn Dembowski, Anne King, Rob van Nieuwburg,

Mr. LaVere called the meeting to order at 3:03 p.m.

NOMINATIONS

Ms. King updated the committee on the five candidates and the reasons each board member had nominated them. Ms. King reported that she had added each candidate to the 2022-23 slate.

- Stephen Blum nominated by Ellyn Dembowski
- Debe Bylo nominated by Rob van Nieuwburg
- Mark Dufresne nominated by Mike Orman
- Liz Kraus nominated by Abra Flores
- Jill Lim nominated by Kim Hoffmans

REVIEW OF 2022-23 SLATE OF BOARD OFFICERS AND MEMBERS

Ms. King presented that slate to the committee that she had prepared.

MOTION: Recommend to the full board approval of the 2022-23 Slate of Officers and Members as presented, including the five new members. ***The motion was made by Mr. van Nieuwburg and seconded by Ms. Dembowski. MSC***

The Committee asked that a summer orientation be scheduled for the new members along with a board mentor for each. Mr. LaVere asked that the nominating board members be offered the mentor position first before asking member of this committee and then other board members to volunteer. Ms. King said she would do this.

2021-22 EXECUTIVE DIRECTOR ANNUAL REVIEW BY ELLYN DEMBOWSKI AND DR. KIM HOFFMANS

Ms. King presented her annual self-assessment. Ms. Dembowski presented her and Dr. Hoffmans joint annual review of Ms. Kings performance.

MOTION: Recommend that the full board accept Ms. King's self-assessment and annual review in closed session at the full-board meeting and that these documents be inserted in her personnel file. ***The motion was made by Ms. Dembowski and seconded by Mr. van Nieuwburg. MSC***

2022-23 MEETING SCHEDULE FOR BOTH COMMITTEES

The committees decided to meet jointly throughout the 2022-23 year as the membership of the committees have most of the same board members and Supervisor LaVere chairs both. Ms. King was asked to propose quarterly meeting dates to the committee on Fridays at 10-11am to be held in the County Government Center, Hall of Administration, 800 South Victoria Avenue 4th Floor in the Supervisors' conference room.

ADJOURNMENT

The meeting adjourned at approximately 4:03 p.m. *Minutes recorded by Anne Paul King.*

**Ventura College Foundation
Board of Directors
DRAFT Proposed 2022-23 Slate of Board Members**

Officers

Chair: Ellyn Dembowski
Vice-Chair: Nicole Kreutz
Treasurer: Mike Orman
Secretary: Abra Flores

New Board Member Nominees:

Stephen Blum Liz Kraus
Debe Bylo Dr. Jill Lim
Mark Dufresne

Board Members Renewing Two-Year Terms

Two-year terms, these terms renew in even fiscal years; board is asked to approve these members for a new two-year term through FY24-25.

1. Amy Cherot, Chair, Scholarship and Grants & DEI Advisory Committee
2. Ken Collin, Chair, Investment
3. Ellyn Dembowski, Board Chair
4. Nicole Kreutz, Board Vice Chair
5. Supervisor Matt LaVere, Chair, Personnel & Nominating
6. Michael Orman, Board Treasurer, Chair, Finance and Budget
7. Eleanor Tillquist

Board Members Not Up for Renewal

Two-year terms, renew in odd years, list renews in FY23-24

1. Dr. Robert Beilin, Co-Chair DEI Advisory
1. Boomer Butler CPA , Chair, Audit
2. Abra Flores, Board Secretary
3. Ed Summers, Chair, Program Sustainability
4. Rob van Nieuwburg, Immediate Past-Chair
5. Harald Wulff

Ex-Officio Members

1. Catherine Bojorquez – VC Administration Representative
2. Dr. Kim Hoffmans - VC President
3. Vacant – VC Faculty Representative
4. Anne Paul King – Executive Director
5. 2022-2023 ASVC President



VENTURA COLLEGE FOUNDATION
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Ventura College Foundation | Board of Directors
AD HOC DIVERSITY COMMITTEE
Thursday, March 17, 9:00-10:00 a.m.
Zoom

MINUTES

Directors Present: Bob Beilin, Amy Cherot, Anne King
VCF Staff Present: Gerry Pantoja

This was the first meeting of the committee after it was authorized by the board at the annual retreat in February. This committee was created to invite non-board members on this committee to advise the board. The discussion focused on defining the committee's goals and purpose.

Ms. Cherot asked that the committee to define the roles and responsibilities of committee members before they are recruited.

Dr. Beilin discussed the need to ensure that the committee include underrepresented groups, advocates and activists. Candidates from the community were discussed.

Ms. King suggested that we contact Libby Fatta, VC Student Activities Specialist to recruit student representatives.

Dr. Beilin suggested that the goal of the committee could be to advise the board to better support students who are underserved.

Mr. Pantoja suggested that the committee could recommend speakers to provide education on DEI to the full board at the quarterly meetings.

The next meetings will discuss 1) reviewing guidelines, 2) committee member job descriptions, 3) purpose of the committee, and 4) share possible committee members with the group.

MINUTES TAKEN AND RECORDED BY ANNE PAUL KING



VENTURA COLLEGE FOUNDATION
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Board of Directors
AD HOC DIVERSITY COMMITTEE
Tuesday, April 5, 9:00-10:00 a.m.
Zoom

MINUTES

Directors Present: Bob Beilin, Amy Cherot, Anne King, Tony Magaña
Community Member: Wendy Aparicio, Community Relations Officer, Associated Students of
Ventura College
VCF Staff Present: Gerry Pantoja

Anne reviewed her notes from the last meeting on March 17th which are reflected in the meeting minutes.

Committee Membership

Tony suggested that in the next academic year, the ASVC Director of Equity and Inclusion could be on this committee. He asked that the student body of Ventura College be invited to participate via Instagram and other social media channels. Tony recommended that we attend the club training meeting offered by Libby Fatta, VC Student Services Specialist and that we participate in Student Life Day at the beginning of the semester to solicit members to the committee. Anne volunteered to ask VC President Hoffmans and the VC Educational Assistance Center for recommendations of campus community member to sit on this committee. Gerry and Amy discussed inviting representatives from the business community to be involved. Wendy recommended that the LGBTQ+ community be represented on the committee. Tony suggested that we look at the breakdown of the populations on campus and seek to ensure that the committee represented those communities.

Candidates from the community were discussed.

Committee Structure

Bob suggested that in our solicitation for membership that we suggest that we will have a limited number of members to ensure that the committee remains a working committee. Wendy agreed that this would be fair. Amy reviewed highlights of Advisory Board contract that she found in her research regarding the structure and purpose of the committee. Amy suggested that membership terms be one year. Gerry suggested the committee meet 2-3 per year. Bob suggested 4 times per year for 2 hours each meeting. Bob asked that committee documents include inclusion in conversation, ideas, and recruitment.

The next meetings will be on Thursday, April 28, 2022.

MINUTES TAKEN AND RECORDED BY ANNE PAUL KING



VENTURA COLLEGE FOUNDATION
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Board of Directors
AD HOC DIVERSITY COMMITTEE
Thursday, April 28, 2022, 9:00-10:00 a.m.
Zoom

MINUTES

Directors Present: Bob Beilin, Amy Cherot, Anne King, Tony Magaña
Community Member: Wendy Aparicio, Community Relations Officer, Associated Students of Ventura College
VCF Staff Present: Gerry Pantoja

ROLES AND RESPONSIBILITIES

Anne reviewed a summary of the notes from the last two meetings:

- a. Committee Guidelines:
 - i. 4 times per year for 2 hours
 - ii. Inclusion in conversation, ideas, and recruitment
- b. Committee Purpose:
 - i. Advise the board to better support students who are underserved
- c. Member Job Description:
 - i. 1-year commitment
 - ii. Attend meetings 4 times per year for 2 hours; additional hours as appropriate
 - iii. Advise the board to better support students who are underserved
 - iv. Inclusive in conversation, ideas, and recruitment
 - v. Sign confidentiality agreement
 - vi. Sign volunteer agreement

Committee Membership

The committee discussed doing outreach to invite volunteers from groups like VCF Student Ambassador Group, VC Faculty Senate, and other campus and community groups to join this small working committee and to further define the role of the members and the committee. The committee asked Anne to send the list of names discussed from each meeting to each member for review regarding possible recruitment.

The next meetings will be scheduled in July 2022.

MINUTES RECORDED BY ANNE PAUL KING