

Ventura College Foundation

Board of Directors

Executive Committee Meeting

Dec 2nd, 2024 8:30-9:30 AM

71 Day Rd, Ventura CA 93003

<https://vccd-edu.zoom.us/j/81021432131?pwd=HDbWqhxoLatSZa0SBDHP6hKZdBgQGL.1>

Meeting ID: 810 2143 2131 Passcode: 346523

Executive Committee Members (10): Nicole Kreutz- Board Chair & Executive Committee Chair, Rob van Nieuwburg – Vice Chair- Marketplace Committee Chair and Governance Committee Chair, Abra Flores – Secretary & Program Sustainability Co-Chair, Dustin Tondreau- Treasurer, Dr. Claudia Lourido-Habib– College President, Debe Bylo – Scholarship & Grants Committee Chair, Ken Collin –Investment Committee Chair, Anne Paul King – Executive Director, Elizabeth Kraus – Program Sustainability Committee Co-Chair, Adrienne Arguijo- DEI Advisory Committee Chair

AGENDA

- | | | | |
|-----------|----------|--|--------|
| 8:30 A.M. | A | <u>CALL TO ORDER</u> | KREUTZ |
| 8:32 A.M. | B | <u>WELCOME MEMBERS OF THE PUBLIC AND PUBLIC COMMENT</u> | KREUTZ |
| 8:35 A.M. | C | <u>APPROVE EXECUTIVE COMMITTEE MEETING MINUTES & MOTIONS</u> | KREUTZ |
| | | 1. 10-21-24 Audit/Executive Committee Meeting (p. 3-4) | |
| 8:45 A.M. | D | <u>ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION</u> | KREUTZ |
| 8:50 A.M. | E | <u>APPROVE FULL BOARD MEETING CONSENT AGENDAS</u> | KREUTZ |
| | | 1. 9-27-24 Full Board Minutes (p. 5-8) | |
| | | 2. 10-21-24 Audit/Executive Committee Minutes (p. 3-4) | |
| | | 3. 11-12-24 Scholarship and Grants Committee Minutes (p. 11-12) | |
| | | 4. 10-28-24 Program Sustainability Committee Minutes (p. 13) | |
| | | 5. Q1 24-25 Fundraising Reports (p. 14-15) | |
| | | 6. Q2 24-25 Marketing, PR & Social Media Report (p. 16-27) | |
| | | 7. 11-18-24 Finance Committee Meeting Minutes (p. 28) | |
| | | 8. Q1 24-25 Balance Sheet vs. Prior Year (p. 29-30) | |
| | | 9. Q1 24-25 Profit and Loss vs. Prior Year (p. 31) | |
| | | 10. Q1 24-25 Variance Report (p. 32-33) | |
| | | 11. 11-26-24 Investment Committee Minutes (Pending) | |
| | | 12. 10-29-24 Governance Committee Minutes (p. 34) | |
| | | 13. 11-4-24 DEI Advisory Committee Minutes (p. 35-36) | |

COMMITTEE REPORTS:

- | | | | |
|-----------|----------|---|------|
| 8:52 A.M. | F | SCHOLARSHIP AND GRANTS COMMITTEE | BYLO |
|-----------|----------|---|------|

8:55 A.M.	G	PROGRAM SUSTAINABILITY COMMITTEE	FLORES/ KRAUS
8:58 A.M.	H	AUDIT AND FINANCE COMMITTEES	TONDREAU
9:01 A.M	I	MARKETPLACE	van NIEUWBURG
9:04 A.M.	J	INVESTMENT COMMITTEE	COLLIN
9:08 A.M.	K	GOVERNANCE COMMITTEE	van NIEUWBURG
9:11 A.M.	L	DEI ADVISORY COMMITTEE	ARGUIJO

OTHER BUSINESS:

9:15 A.M.	M	CHAIR’S REPORT	KREUTZ
9:20 A.M	N	PRESIDENT’S REPORT	LOURIDO- HABIB
9:25 A.M.	O	EXECUTIVE DIRECTOR’S REPORT	KING
		➤ A motion is anticipated at the 11-26-2024 Investment Committee Meeting	
9:30 A.M.	P	<u>ADJOURN</u>	KREUTZ

INFORMATIONAL ITEMS

1. 10-21-24 Audit/Executive Committee Minutes (p. 3-4)
2. 9-27-24 Full Board Minutes (p. 5-8)
3. 12-9-24 Full Board Agenda (p. 9-10)
4. 11-12-24 Scholarship and Grants Committee Minutes (p. 11-12)
5. 10-28-24 Program Sustainability Committee Minutes (p. 13)
6. Q1 24-25 Fundraising Reports (p. 14-15)
7. Q2 24-25 Marketing, PR & Social Media Report (p. 16-27)
8. 11-18-24 Finance Committee Meeting Minutes (p. 28)
9. Q1 24-25 Balance Sheet vs. Prior Year (p. 29-30)
10. Q1 24-25 Profit and Loss vs. Prior Year (p. 31)
11. Q1 24-25 Variance Report (p. 32-33)
12. 11-26-24 Investment Committee Minutes (pending)
13. MMA Investment report (pending)
14. 10-29-24 Governance Committee Minutes (p. 34)
15. 11-4-24 DEI Advisory Committee Minutes (p. 35-36)
16. 2024-25 Meeting Calendar (p. 37)
17. Map of Campus for Meeting (p. 38)

Ventura College Foundation
JOINT AUDIT AND EXECUTIVE COMMITTEE
October 21, 2024 8:30-9:30 AM
71 Day Rd, Ventura CA 93003

Directors Present: Dustin Tondreau, Anne Paul King, Abra Flores, James Zavas, Ken Collin, Nicole Kreutz, Debe Bylo, Dr. Lourido-Habib (8)

VCF Staff: Chloe Boswell-Dondorf, Tara Hahn, Gerry Pantoja

Feddersen & Co.: Joy Buller CPA

Decker, Farrell, and McCoy: Mike Farrell CPA

MINUTES

CALL TO ORDER

Ms. Kreutz called the meeting to order, with a quorum confirmed by Ms. King at 8:30 Am.

Motion: Allow Dr. Lourido-Habib to join meeting via zoom as she provided prior notice an appropriate reason. Ms. Flores moved; Ms. Bylo seconded. *MSC*

2023-2024 AUDIT FINANCE REVIEW AND REPORT

Mr. Farrell reported a clean audit with no deficiencies and no material weaknesses. He reported there was not a lot of change from last year, the changes primarily came from Schwab investments, and campaign donations. Total liabilities are relatively unchanged year over year. Contributions and grants increased significantly. He explained why expenses fluctuated between last and this year. Mr. Tondreau asked about the increase in legal and professional fees, Mr. Farrell, explained that the \$174,000 of the increase in legal and professional services went to Netzel Grigsby & Associates, our campaign consultant, and the rest went to Feddersen & Co., the firm that we have on retainer to have Joy Buller CPA work with us throughout the year. Events spending increase was due to the 40th anniversary gala. Mr. Farrell gave his recommendations for the Foundation moving forward regarding the handling of Marketplace revenue and the reduction of journal entries for efficiency. Ms. King asked Mr. Farrell how working with the VCF staff went; he said that the audit went very well and that VCF has more controls than other non-profits that they audit.

Motion: Recommend to the Executive Committee to approve the 2023-2024 Audited Statement as presented to the Executive Committee for approval. Mr. Zavas moved; Ms. Flores seconded. *MSC*

Ms. King reminded the Committee that the audited financial statement and the management letters are in the public record, per the Brown Act, and reported publicly by the Ventura County Community College District Board of Trustees as well. Ms. Kreutz thanked Ms. Hahn, Ms. Buller, Ms. King, And Mr. Pantoja for their hard work on the audit. Mr. Farrell thanked Ms. Hahn for the extreme care and detail she took in presenting the documents to his firm.

AUDIT COMMITTEE ADJOURNS

The Audit Committee adjourned at 9:02 AM.

CALL TO ORDER EXECUTIVE COMMITTEE MEETING

Ms. Kreutz called the Executive Committee meeting to order at 9:02 AM.

VOTE TO APPROVE AUDIT

Motion: Approve the 2023-2024 audited statement by the Executive Committee on behalf of the Full Board as recommended by the Audit Committee. Ms. Flores moved, Mr. Tondreau seconded, Ms. King abstained. *MSC*

UPDATE ON BANK ACCOUNT SIGNERS

Ms. Hahn and Ms. King explained that US Bank requires approval of the full board to add Dr. Claudia Lourido-Habib as a signer.

Motion: Authorize Dr. Claudia Lourido-Habib as a signer for the US Bank Checking Account, and US Bank Money Market Account effective immediately. Ms. Flores moved, Mr. Tondreau seconded. *MSC*

UPDATE ON HR

Ms. King Reported that Ms. Martinez, Programs and Development Specialist, and Mr. DeBoer, Database Manager, have moved on to other exciting employment opportunities. Mr. Pantoja described the ways that the Foundation and Development team specifically will be managing the transition using a consulting firm called Red Barn to fill the Database position in the interim. He is pleased about the pool of applicants, and is hopeful about hiring soon. Ms. King affirmed the importance of having a dedicated database person on staff and elaborated on the ways that the market value for a database person have changed in recent years, and why there is a need to increase pay.

Ms. King said she is pleased to announced that Ms. Gonzalez-Aggarwal will be accepting the Programs and Development Specialist position; the Foundation will be filling the Campaign Assistant/ Alumni Relations Specialist position that Ms. Gonzalez-Aggarwal is leaving soon. Ms. King explained that Mr. Pantoja, Ms. Gonzalez-Aggarwal, and Ms. Boswell-Dondorf will be working together to bridge the gap until the new person is hired.

Ms. King informed the Executive Committee that she will be presenting a market analysis of staff wages to the Governance Committee later in the month.

ADJOURN

With no further business, the meeting was adjourned at 9:31 AM.

Ventura College Foundation
FULL BOARD MEETING
Friday, September 27th 2024, 9:00-10:30 AM
MCW 312 and Zoom

Minutes

Directors Present (12): Nicole Kreutz- Chair, Rob van Nieuwburg- Vice Chair, Dr. Lourido-Habib- College President, Anne Paul King- Executive Director, Debe Bylo, Elizabeth Kraus, James Zavas, Adrienne Arguijo, Ken Collin, Lydia Matthews-Morales, Harald Wulff, Eleanor Tillquist

Staff Present: Julie Harvey, Chloe Boswell-Dondorf

Guests: Jeff King, Dana Boynton

The meeting was called to order at 9:07 AM.

WELCOME MEMBERS OF THE PUBLIC

Ms. Kretuz welcomed members of the public and invited public comment via zoom.

Motion: Per the Brown Act, accept Dr. Lourido-Habib into the meeting via Zoom as she had submitted in advance an authorized reason to be present electronically. Mr. van Nieuwburg moved, Ms. Bylo seconded. MSC

APPROVE CONSENT AGENDA

Motion: Accept consent agenda. Mr. van Nieuwburg moved, Ms. Kraus seconded. MSC

1. 6-17-24 Full Board Minutes (p.)
2. 8-14-24 Executive Committee Minutes (p.)
3. Q4 23-24 Fundraising Reports (p.)
4. 23-24 Marketing, PR & Social Media Report (p.)
5. 8-26-24 Finance Committee Meeting Minutes (p.)

Motion C: Recommend to the full board to return Ms. Lubbock's initial investment or the current value of the principal, whichever is lower, with a form for her to sign that states that upon receipt of the returned funds that this matter is closed.

Motion D: Recommend to the full board to forward \$30,000 from the campaign annual support subsidy expense line to the VC Textbook and Equipment Lending Library.

6. Q4 23-24 Balance Sheet vs. Prior Year (p.)
7. Q4 23-24 Profit and Loss vs. Prior Year (p.)
8. Q4 23-24 Variance Report (p.)
9. 8-21-24 Governance Minutes (p.)

Motion E: Recommend Dustin Tondreau to the full board to fill the treasurer's role.

ZTC AND TEXTBOOK LENDING LIBRARY REPORT

Ms. Boynton reported that 454 pieces of equipment have been loaned at the equipment lending library this year. She described the strategies the library team has employed in creating, maintaining, and major efforts to increase support and usage. Ms. Boynton described the origins of the Zero Textbook Cost(ZTC) program and the textbook and equipment lending library. Ms. Arguijo and Ms. Matthews-Morales asked

why more classes have not moved towards ZTC status, Ms. Boynton and Mr. Zavas explained the differences between ZTC and Open Education Resource (OER) and the ways that they are funded.

STUDENT SPEAKER

Ms. Paez was not able to attend.

SCHOLARSHIP AND GRANTS COMMITTEE REPORT

Ms. King reported that Amy Cherot is no longer on the board so that committee will be chaired by Ms. Bylo. The paramedics scholarship application has opened and the general scholarship application will open on October 1st 2024. Career education students are applying in higher numbers this cycle and Ms. Martinez has been working closely with the VRC and ASVC to make sure that the application is accessible. The number of scholarship workshops has been reduced and will be more targeted this cycle.

PROGRAM SUSTAINABILITY COMMITTEE REPORT

Ms. Kraus reported that the Foundation ended the 23-24 year 9% over goal. She explained the discrepancies in pledge reporting with campaign donations. At the end of the 1st quarter of 24-25, the Foundation is at 25% of goal. Ms. Kraus also reported that the Study Abroad program is hoping to raise \$30,000 to fund the trip in spring break; the Foundation cannot commit to a specific number, but will offer support to the campus. Ms. Kraus thanked and praised Ms. Harvey for all of the important marketing and communications work she does.

Ms. Harvey elucidated on the data within 23-24 Marketing and PR report, and the strategies she uses to increase web traffic and giving. Ms. Harvey described the ways that Google analytics has helped target marketing to specific age groups.

Ms. King invited Mr. Jeff King to give an update on the Campaign. Mr. King described the planned cultivation efforts of the campaign team and the stellar results of the Presidential Meet and Greet. Mr. King also reported on the gifts received and gifts still required to finish the campaign. Mr. van Nieuwburg and Ms. Kraus expressed interest in hosting a cultivation event.

AUDIT AND FINANCE COMMITTEE MEETING

Ms. King reported that Mr. Tondreau is excited to become the Treasurer of the VCF Board and to work with VCF staff this year.

Motion F: Effective immediately, remove Rob van Nieuwburg as an authorized signer for Citizens Business Bank accounts, CFO for Montecito Bank & Trust Community Dividends Checking account, and Officer for US Bank accounts.

Motion G: Effective immediately, replace Rob van Nieuwburg with Dustin Tondreau on the following accounts: as an authorized signer for Citizens Business Bank accounts, as CFO for Montecito Bank & Trust Community Dividends Checking account, and as Officer for US Bank accounts.

Motion H: Authorize Dustin Tondreau as a signer for the Bank of the Sierra Business and Checking account, effective immediately.

MOTION: Approve all motions recommended by the Finance Committee. Ms. Kraus moved, Ms. Bylo seconded. *MSC*

Mr. van Nieuwburg explained why names on the variance report have been redacted, and reported that the Foundation is in great shape financially. Ms. Kreutz thanked Mr. van Nieuwburg for being interim Treasurer.

MARKETPLACE COMMITTEE REPORT

Mr. van Nieuwburg described the recent Marketplace tour; he thanked the members of the board who attended and hopes another tour can be scheduled soon. He commended Ms. Juarez for her exemplary work and the whole board agreed that she is a vital part of the VCF team. Ms. Bylo found the tour impressive as this was her first visit.

INVESTMENT COMMITTEE REPORT

Mr. Collin reported that investments are doing extremely well, and thanked Miracle Mile Advisors for their hard work to manage VCF investments. Ms. Kreutz commented that our investment policy prevents investment in volatile investments.

GOVERNANCE COMMITTEE REPORT

Ms. Kraus and Mr. van Nieuwburg commended Ms. Dembowski for her years on the board and elaborated on why her status as an active Board Member needs to change.

Motion I: Remove Elyn Dembowski from the 24-25 board as she has not been able to make meetings though she would have liked to. Approve her as Board Emeritus for her years of exemplary work on the Board. Ms. Kraus moved, Ms. Tillquist seconded. *MSC*

Ms. King directed attention to the VCF Board nomination submission in the packet that described the background of our new treasurer, Dustin Tondreau,

DEI ADVISORY COMMITTEE REPORT

Ms. Arguijo described the third annual Ventura College HSI Summit; there was fantastic turnout for a professional development opportunity. The guest speaker gave insight into supporting the wellbeing of staff and students. Ms. Arguijo recommended the book, My Grandmother's Hands, to the board and reported that she will be working with Anne to provide copies of the books to the VCF Board and staff. Ms. Matthews-Morales hopes to have a DEI training available for the Board soon.

CHAIR'S REPORT

Ms. Kreutz thanked the Board for attending the Presidential Meet and Greet. Ms. Kreutz reported on motions approved by the Executive Committee on behalf of the full board.

Motion A: The sustainability fee on non-campaign restricted donations and pledge payments received in 2024-25 will be put into reserves to replenish budgeted Invest in Success campaign expenditures once the \$30,000.00 in budgeted sustainability fees for FY2024-25 is received.

Motion B: Approve a \$19,250 increase in Netzel Grigsby Associates contract fees to increase their support for the Invest in Success Campaign by 2 hour per month from July through November 2024.

Ms. Kraus suggested Ms. King explain the increase in the Netzel Grigsby contract; Ms. King disclosed that the campaign is behind schedule due her extensive medical leave, and the departure from the college by Dr. Hoffmans. Ms. King thanked the Netzel Grigsby team, and is glad to have them 2 more days per week for these additional months.

EXECUTIVE DIRECTOR'S REPORT

Ms. King reported that her, Mr. Pantoja, and Ms. Aggarwal have been working 100% on the campaign and are doing annual fundraising less due to the campaign. The upcoming scholarship cycle is expected to award more money than last year, and more support for scholarships is on the horizon. The Scholarship Awards Ceremony will be on May 17th 2025 in the middle of the day to ensure the best weather possible. Ms. King described the reasoning behind moving Board meetings to the mornings rather than the evenings, directing the board to the updated meeting schedule.

PRESIDENT'S REPORT

Dr. Lourido-Habib thanked everyone for the Presidential Meet and Greet event, she described the outstanding analytics data from her social media post about the event. She apologized for being unable to attend the meeting in person as she is in San Jose for a conference with the VC team. Enrollment at VC is up over 7% over last fall. Mr. Zavas is working with the architects and seeking input from the community and students to ensure the housing project serves the community appropriately. VC East Campus's (VCEC) student population is growing, especially in ESL; enrollment has doubled at VCEC. Finally, she reported that usage of the Basic Needs Center is up to 350 students a day, but hours at Basic Needs may be shortened due to understaffing. Also, the college will honor the Gibbs Truck Centers' partnership with the Diesel program by naming the diesel lab after the company. The board of trustees is expected to approve that naming at the next meeting.

ASVC PRESIDENT'S REPORT

The ASVC President was not present.

ADJOURNMENT

Mr. van Nieuwburg moved, Ms. Matthews-Morales seconded. MSC.

Abra Flores, Board Secretary

Ventura College Foundation
Board of Directors
Full Board Meeting

Monday December 9th, 2024 8:30 AM – 10:00 AM

Campus Center Conference Room

<https://vcccd-edu.zoom.us/j/87262016935?pwd=1JtbSZ2xLquEvtkUdFUspWauob8o9I.1>

Meeting ID: 872 6201 6935 Passcode: 525583

Board of Directors (17): Nicole Kreutz- Chair, Rob van Nieuwburg- Vice Chair, Dustin Tondreau- Treasurer, Abra Flores- Secretary, Dr. Claudia Lourido-Habib- College President, Anne Paul King- Executive Director, Ken Collin, Elizabeth Kraus, Debe Bylo, Matt LaVere, Lydia Matthews-Morales, Ed Summers, Eleanor Tillquist, Harald Wulff, Marcos Garcia-Razo, Adrienne Arguijo, James Zavas

AGENDA

8:30 AM	A	<u>WELCOME</u>	KREUTZ
8:31 AM	B	<u>WELCOME MEMBERS OF THE PUBLIC AND PUBLIC COMMENT</u>	KREUTZ
8:33 AM	C	<u>APPROVE ITEMS SUBMITTED AFTER EXECUTIVE COMMITTEE REVIEW</u>	KREUTZ
		1. 10-21-24 Joint Audit/Executive Committee Minutes (p.)	
8:35 AM	D	<u>APPROVE CONSENT AGENDA</u>	KREUTZ
		1. 9-27-24 Full Board Minutes (p.)	
		2. 11-12-24 Scholarship and Grants Committee Minutes (p.)	
		3. 10-28-24 Program Sustainability Committee Minutes (p.)	
		4. Q1 24-25 Fundraising Reports (p.)	
		5. Q2 24-25 Marketing, PR & Social Media Report (p.)	
		6. 11-18-24 Finance Committee Meeting Minutes (p.)	
		7. Q1 24-25 Balance Sheet vs. Prior Year (p.)	
		8. Q1 24-25 Profit and Loss vs. Prior Year (p.)	
		9. Q1 24-25 Variance Report (p.)	
		10. 11-26-24 Investment Committee Minutes (p.)	
		11. 10-29-24 Governance Committee Minutes (p.)	
		12. 11-4-24 DEI Advisory Committee Minutes (p.)	
8:37 AM	E	<u>ITEMS REMOVED FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION</u>	KREUTZ
8:39 AM	F	<u>STUDENT SPEAKER</u>	TBD
		<u>COMMITTEE REPORTS:</u>	
8:45 AM	G	SCHOLARSHIP & GRANTS COMMITTEE	BYLO
8:49 AM	H	PROGRAM SUSTAINABILITY COMMITTEE	FLORES/ KRAUS
8:53 AM	I	AUDIT & FINANCE COMMITTEE	TONDREAU

8:59 AM	J	MARKETPLACE COMMITTEE	van NIEUWBURG
9:04 AM	K	INVESTMENT COMMITTEE	COLLIN
9:09 AM	L	GOVERNANCE COMMITTEE	VAN NIEUWBURG
9:16 AM	M	DEI ADVISORY COMMITTEE	ARGUIJO

OTHER BUSINESS:

9:21 AM	N	CHAIR'S REPORT ➤ Report on items approved by the Executive Committee on behalf of the full board in Q2 of 2024-25.	KREUTZ
9:26 AM	O	President's Report	LOURIDO-HABIB
9:40 AM	P	Executive Director's Report	KING
9:55 AM	Q	ASVC President's Report	GARCIA-RAZO
10:00 AM	R	<u>ADJOURNMENT</u>	KREUTZ

INFORMATIONAL ITEMS

1. 9-27-24 Full Board Minutes (p.)
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11. 11-26-24 Investment Committee Minutes (p.)
12. MMA Investment report (p.)
13. 10-29-24 Governance Committee Minutes (p.)
14. 11-4-24 DEI Advisory Committee Minutes
15. 2024-25 Meeting Calendar (p.)
16. Map of Campus for Meeting (p.)

Ventura College Foundation
Scholarship and Grants Committee
November 12, 2024 2:00-3:00 PM
71 Day Rd, Ventura CA 93003

Committee Members Present (5): Debe Bylo - Chair, Anne Paul King, Elizabeth Kraus, Gerry Olsen, Lorena Pimental Flores.

Staff Present (2): Araceli Aggarwal, Gerry Pantoja

The meeting was called to order at 2:08 PM

COMMITTEE WELCOME AND NEW STAFF INTRO

Ms. Bylo welcomed the committee and thanked everyone for the support while she transitions into her chair position. Ms. Aggarwal introduced herself as the new Programs and Development Specialist.

PROGRAM UPDATES

Ms. Aggarwal updated the committee on a Proof of Enrollment (POE) email reminder sent out to Spring 2024 students award recipients on October 31st. This reminder had encouraged students to send in their enrollment for the Fall and also for Spring 2025. Another reminder is scheduled to be sent in December.

Ms. Aggarwal reported the current application numbers: 93 pending and 3 submitted for the paramedic application, 73 pending 14 submitted for the Career Education application, and 270 pending and 10 submitted for the general application.

Ms. Aggarwal reported that she hosted a workshop with First Year Experience students with 22 attendants and has held drop-in hours at MESA. She has 4 upcoming in-person workshops, 2 Zoom workshops, and 2 in class workshops scheduled.

SCHOLARSHIP AWARDS CEREMONY

Ms. Aggarwal informed the committee that the scholarship awards ceremony will be on Saturday, May 17th from 2-3:30pm. The change to a weekend is to accommodate an earlier start time in hopes for more tolerable weather. Ms. Kraus asked if this would pose a parking issue with the weekend marketplace. Mr. Pantoja and Ms. King assured that there are no issues anticipated as Saturdays are slower at the Marketplace and the marketplace will shut down by 2pm. Mr. Pantoja hopes we will see an increase in attendance at the ceremony. Ms. King added that a weekend event also allows for more donors to participate. Mr. Olsen asked if the event would be in the athletics stadium. Ms. Aggarwal and Ms. King answered, it will be.

UPCOMING APPEALS AND IMPACT REPORT

Mr. Pantoja updated the committee that since we had to close most of last week due to the Mountain Fire, we don't have new numbers, but as of last week we have raised 61% of our fundraising goal, at \$94,000 for scholarships except for Phoenix Scholarships for which we raised \$11,111. Mr. Pantoja expressed we are in a strong position and saw some increases from the Assistance League. We are grateful for their partnership. Give Every Month (GEM) appeals have been sent out, end of year appeals are in process, and scholarship

reports are also in process. The hiring of a few positions has delayed this process. Mr. Pantoja reminded the committee that the deadline for scholarship funding is January 20th. Ms. King added that payroll deductions set to be paid in full by June 30th are also counted.

CONCERN ABOUT STUDENT SCHOLARSHIP ENROLLMENT

Ms. Kraus wondered if a student who enrolls but does not show up to class can claim their scholarship, and if there was a way for educators warn about the student not attending class to prevent the disbursement of funds. Ms. Aggarwal clarified that a student must submit their schedule bill as proof of enrollment to meet the criteria of their scholarship and then have their scholarship disbursed. Ms. Kraus was concerned that students may be enrolling to receive funds and then not completing courses. Ms. Aggarwal explained that because of FERPA restrictions, information cannot be released to educators. Ms. King reminded the committee that we disburse most scholarships in two installments and must show POE to receive the second installment. Ms. Kraus student may get the first semester installment given our process but would not get the second if they are not enrolled any longer.

RECOMMENDOR LETTERS

Ms. Bylo and Ms. Kraus raised the concern that student's applications may be disqualified if their recommender does not submit their recommendation letter. Mr. Pantoja explained that a student provided email is automatically sent to the recommender. Ms. Kraus also asked if there was a way for a student to upload their photo so the recommender knows who they are writing about. Ms. Aggarwal explained that in the scholarship workshops she reiterates many times to the students how important their communication with their recommender is and to provide brag sheets that they can give to their recommenders to assist with the recommendation. Ms. Kraus was still concerned that students would lose their scholarship due to a recommender not following through. This was discussed at length until all agreed that the next application cycle will require more communication between professors and deans on this issue.

READER RECRUITMENT

Mr. Pantoja shared that he and Ms. Aggarwal were going to do a house party for a group of future readers to test out the model and see if it will bring a new interest. The more readers we have the sooner awarding can begin.

FINAL THOUGHTS AND QUESTIONS

Ms. King thanked the committee and thanked Ms. Flores for joining us from Bank of the Sierra. Mr. Olsen asked for a reminder on scholarship application deadlines, and mentioned his excitement at joining the college's 100th celebration committee. Ms. Aggarwal said she would send out a committee roster soon.

ADJOURNMENT

Ms. Bylo adjourned at 2:48 pm.

Minutes recorded by Araceli Aggarwal

Ventura College Foundation | Board of Directors
PROGRAM SUSTAINABILITY COMMITTEE
Monday, October 28, 2024
11:15 am to 12:15 pm
Ventura College Foundation (Hybrid)

MINUTES

Directors present (in-person): Anne Paul King
Directors present (via zoom): Abra Flores, Liz Kraus
VCF Staff Present: Gerry Pantoja, and Julie Harvey
Guest:

CALL TO ORDER

Mrs. Flores called the meeting to order at 11:20am

FOUNDATION UPDATES

Mr. Pantoja began the meeting by reviewing the latest fundraising report, which at the time of the meeting showed that the Foundation had raised 28% of its unrestricted and 47% of its restricted goals. The Foundation had raised 42% of its overall fundraising goal for the fiscal year as a result of the President’s Circle appeal, being awarded a of couple of grants, and strong start to collecting scholarship funding. As the Foundation approaches the end of the calendar year, there will be an Impact Report appeal along with scholarship donor reports that will increase the fundraising totals positing the Foundation to be in a good spot with its fundraising after the holiday season.

Additionally, Mr. Pantoja shared with the committee there will be two community events to start off the spring semester – a ribbon cutting event for the Gibbs Diesel Mechanics Center and the use of the Lokahi Lab for the veterinarian program. The exact dates are being finalized and will be shared with the board in the coming weeks. Finally, Mr. Pantoja provided an update on the hiring process to find the Foundation’s new database specialist and they would be making an offer in the coming weeks.

CAMPAIGN UPDATES

Mr. Pantoja shared with the committee that the Campaign Cabinet and Legacy Committee have been making progress in furthering the Invest in Success campaign. Recently, the Legacy Committee had its first house party hosted by Lester and Mae Tong. Mr. Pantoja shared with the committee that there will be more receptions like this throughout 2025 and encouraged members to utilize these events to introduce folks to the campaign and prospect development.

UPDATES TO GIVING POLICY

Mr. Pantoja shared with the committee that there are three updates that he would like to make to the gift acceptance policy that was approved last fiscal year. One update is to correct an error about timing to fund endowments, address spend down accounts and how to manage receiving drop off in-kind gifts.

Motion: The Program Sustainability recommends to the full board to accept the three changes be made to the Foundation’s gift acceptance polity. Motion made by Anne Paul King and Liz Kraus seconded the motion. The motion was unanimously approved.

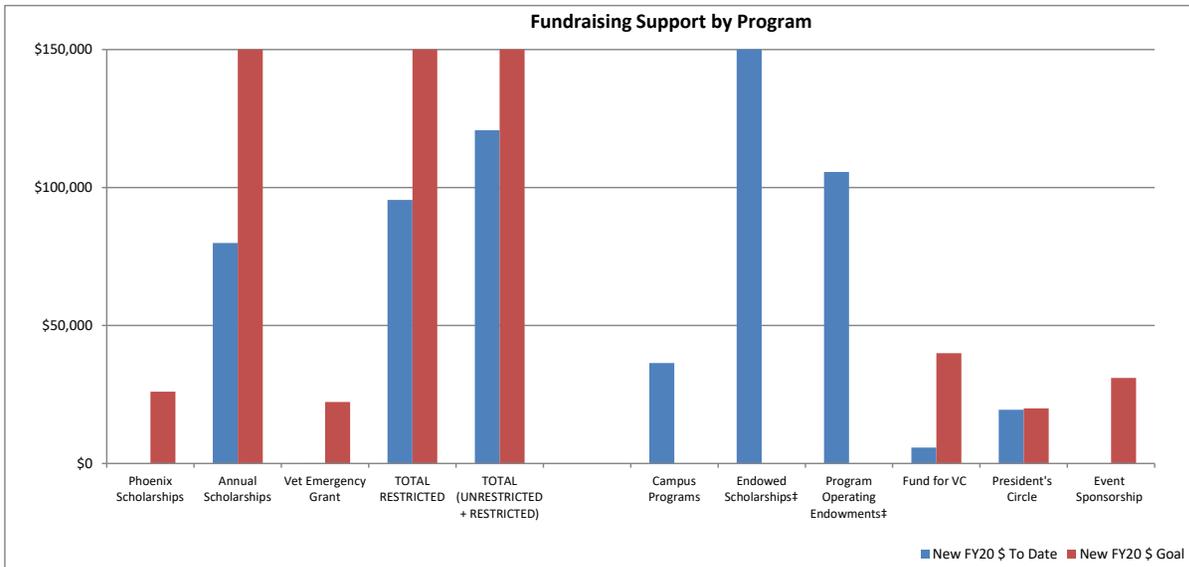
ADJOURNMENT

There being no further business, the meeting was duly adjourned at 5:50 p.m.

FY 2024/2025 OVERVIEW
Q1 7/1/2024 - 9/30/2024

	Total Gifts/Pledges Raised*	# Donors†	# Gifts†	Total New FY25 Dollars Raised‡	New FY25 Dollars Goal	% New FY25 Dollars Raised Toward Goal
Fund for VC	\$5,764	33	67	\$5,764	\$40,000	14%
President's Circle	\$19,460	14	16	\$19,460	\$20,000	97%
Event Sponsorship	\$0	0	0	\$0	\$31,000	0%
TOTAL UNRESTRICTED	\$25,224	47	83	\$25,224	\$91,000	28%
Promise	\$15,496	7	9	\$15,496	\$58,500	26%
Phoenix Scholarships	\$0	0	0	\$0	\$26,050	0%
Annual Scholarships	\$79,871	24	48	\$79,871	\$153,079	52%
Vet Emergency Grant	\$150	1	3	\$150	\$22,300	1%
TOTAL RESTRICTED	\$95,517	32	60	\$95,517	\$259,929	37%
TOTAL (UNRESTRICTED + RESTRICTED)	\$120,741	79	143	\$120,741	\$350,929	34%
Campus Programs	\$36,409	38	76	\$36,409		
Endowed Scholarships‡	\$339,653	9	19	\$339,653		
Program Operating Endowments‡	\$105,605	10	22	\$105,605		
Basic Needs Office	\$6,850	5	8	\$6,850		
Textbook Lending	\$75	4	12	\$75		
TOTAL RESTRICTED (No goals)	\$488,592	66	137	\$488,592		
COMPLETE TOTALS	\$609,333	145	280	\$609,333		

†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	\$609,333	100	280
By Source			
Individuals	\$533,411		
Corporations	\$43,239		
Foundations	\$43,400		
By Purpose			
Restricted	\$584,109	89	197
Unrestricted	\$25,224	46	83

Legal/Hard credit only

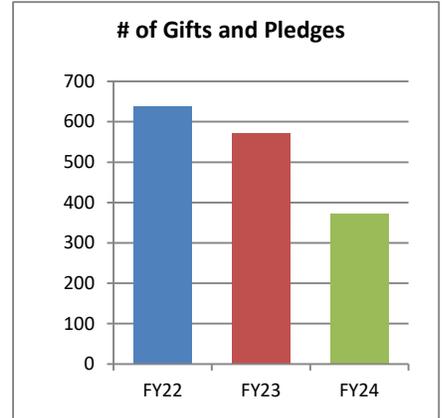
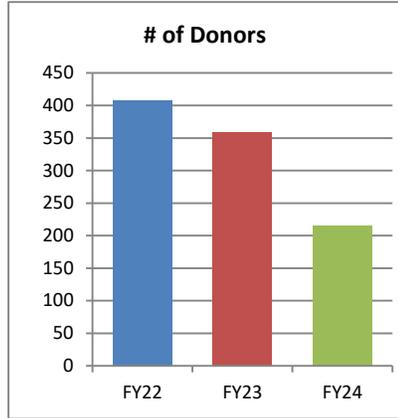
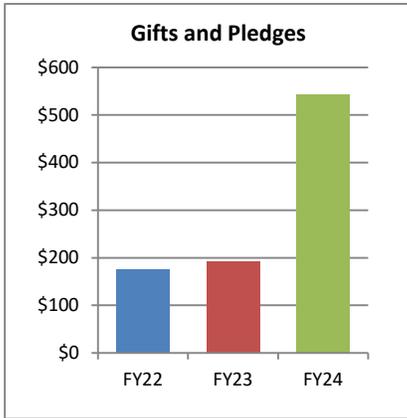
3-YEAR VIEW

As of 9/30/2024

	FY22 Q1	FY23 Q1	FY24 Q1	FY25 Q1
	\$176,256	\$193,022	\$542,723	\$609,333
# of Donors	408	358	215	100
# of Gifts/Pledges	638	571	373	280
Year-End Totals	\$1,012,184	\$677,197	\$2,752,074	\$0

***GIFTS AND PLEDGES**

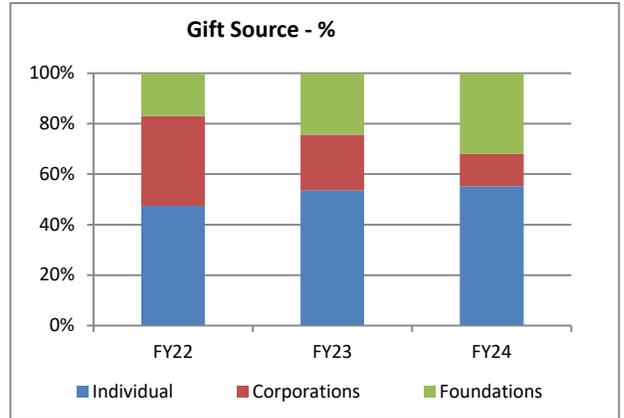
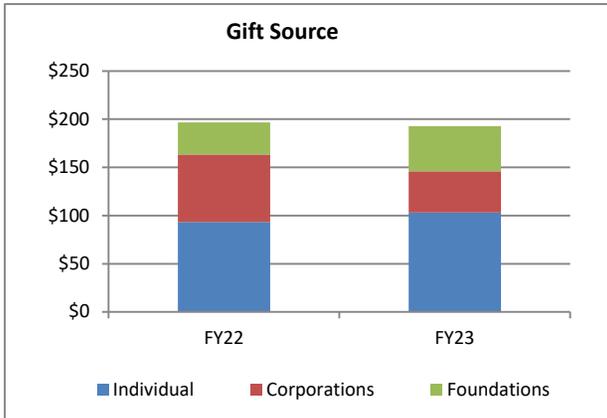
In \$1,000s



	FY22 Q1	FY23 Q1	FY24 Q1	FY25 Q1
Individual	\$93,223	\$103,207	\$304,713	\$533,411
Corporations	\$70,056	\$42,800	\$70,411	\$43,239
Foundations	\$33,391	\$46,885	\$176,727	\$43,400

SOURCE

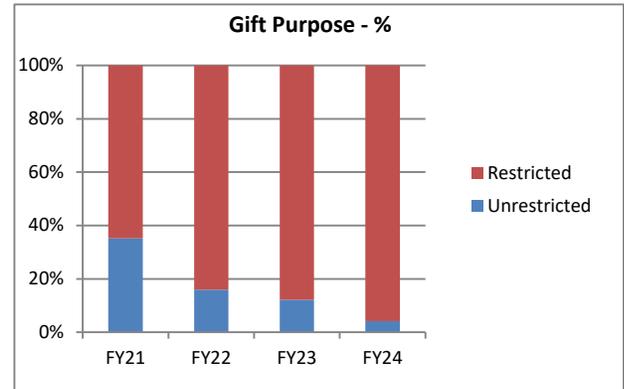
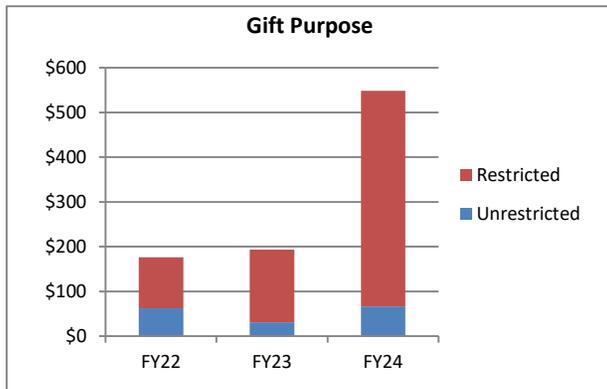
In \$1,000s



	FY22 Q1	FY23 Q1	FY24 Q1	FY25 Q1
Unrestricted	\$62,071	\$30,682	\$66,512	\$25,224
# of Donors	0	0	0	0
Restricted	\$114,185	\$162,339	\$482,036	\$584,109
# of Donors	0	0	0	0

PURPOSE

In \$1,000s



Includes monthly employee payroll deductions
Includes pledges payable over 5 years



VENTURA COLLEGE
FOUNDATION
MARKETING & MEDIA REPORT

June 1, 2024 – Nov 20, 2024 Media Placements

Two New Members Join the Ventura College Foundation Board

Amigos805.com – November 5, 2024

<https://amigos805.com/two-new-members-join-the-ventura-college-foundation-board/>

Moorpark Patch – November 4, 2024

<https://patch.com/california/moorpark/two-new-members-join-ventura-college-foundation-board-0>

Pacific Coast Business Times – Street Smarts- November 8, 2024

<https://www.pacbiztimes.com/2024/11/08/street-smarts-ojai-valley-inn-to-temporarily-close-in-january/>

PR Log – November 4, 2024

<https://www.prlog.org/13046512-two-new-members-join-the-ventura-college-foundation-board.html>

Ventura Chamber of Commerce – November 4, 2024

<http://business.venturachamber.com/news/details/two-new-members-join-the-ventura-college-foundation-board-11-04-2024>

Ventura College Foundation is Now Accepting Scholarship Applications (English & Spanish)

AmericanTowns/Ventura -

<https://www.americantowns.com/news/ventura-college-foundation-is-now-accepting-scholarship-applications-31701238-ventura-ca.html>

Amigos805.com – November 5, 2024

<https://amigos805.com/ventura-college-foundation-is-now-accepting-scholarship-applications-2/>

Camarillo Acorn – October 19, 2024

<https://www.thecamarilloacorn.com/articles/ventura-college-foundation-is-accepting-scholarship-applications/>

Fillmore Gazette – November 14, 2024

<http://www.fillmoregazette.com/school/ventura-college-foundation-accepting-scholarship-applications>

Moorpark Acorn – October 19, 2024

<https://www.mpacorn.com/articles/ventura-college-foundation-is-accepting-scholarship-applications/>

Moorpark Patch – October 10, 2024

<https://patch.com/california/moorpark/ventura-college-foundation-now-accepting-scholarship-applications-0>

PR Log – October 14, 2024 –(179 views)

<https://www.prlog.org/13043235-ventura-college-foundation-is-now-accepting-scholarship-applications.html>

Ventura Chamber of Commerce – October 10, 2024

<http://business.venturachamber.com/news/details/ventura-college-foundation-is-now-accepting-scholarship-applications-for-2025-26-school-year-10-10-2024>

New Board Members Announced By Ventura College Foundation

AmericanTowns/Ventura -

<https://www.americantowns.com/news/new-board-members-announced-by-ventura-college-foundation-31689836-ventura-ca.html>

The Acorn – August 30, 2024

<https://www.theacorn.com/articles/college-foundations-new-faces/>

Amigos805 – August 19, 2024

<https://amigos805.com/new-board-members-announced-by-ventura-college-foundation/>

Camarillo Acorn – August 24, 2024

<https://www.thecamarilloacorn.com/articles/ventura-college-foundation-gets-new-board-members/>

Moorpark Acorn – August 24, 2024

<https://www.mpacorn.com/articles/new-board-members-at-ventura-college-foundation/>

Moorpark Patch – August 19, 2024

<https://patch.com/california/moorpark/new-board-members-announced-ventura-college-foundation-0>

PR Log – October 14, 2024

<https://www.prlog.org/13034389-new-board-members-announced-by-ventura-college-foundation.html>

Thousand Oaks Acorn – September 20, 2024

<https://www.toacorn.com/articles/new-members-join-board-of-community-college-foundation/>

Ventura Chamber of Commerce – August 19, 2024

<https://ventura.chambermaster.com/news/details/new-board-members-announced-by-ventura-college-foundation-08-19-2024>

Ventura College Foundation Distributes Over \$636,000 in Scholarships

Amigos805.com – June 12, 2024

<https://amigos805.com/ventura-college-foundation-distributes-over-636000-in-scholarships/>

CSUN University Relations & Advancement

<https://www.csun.edu/node/413328>

El Latino – June 13, 2024

<https://latinocc.com/ventura-college-foundation-distributes-over-636000-in-scholarships/>
<https://latinocc.com/la-fundacion-ventura-college-distribuye-mas-de-636000-en-becas/>

Moorpark Patch – June 12, 2024

<https://patch.com/california/moorpark/ventura-college-foundation-distributes-over-636-000-scholarships>

PR Log – June 12, 2024 (152 views)

<https://www.prlog.org/13024795-ventura-college-foundation-distributes-over-636000-in-scholarships.html>

Ventura Breeze – June 26, 2024

<https://venturabreeze.com/2024/06/26/ventura-college-foundation-distributes-over-636000-in-scholarships/>

Ventura Chamber of Commerce – June 12, 2024

<https://ventura.chambermaster.com/news/details/ventura-college-foundation-distributes-over-636-000-in-scholarships-06-12-2024>

June 1, 2024 – Nov 20, 2024 Radio Interviews

Radio Interview – About Education – July 24, 2024

https://soundcloud.com/user-873816943/csuci-presents072424?si=9319e5c8d9fb4f589a6b6ee4fd7ff0c8&utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing

June 1, 2024 – Nov 20, 2024 Media Mentions

Ventura College Celebrates 25th Anniversary of Paramedic Studies Program

<https://www.venturacollege.edu/news/ventura-college-celebrates-25th-anniversary-paramedic-studies-program>

Casa Dorinda's Lisa Thomas Awarded by the AFP

<https://www.montecitojournal.net/2024/11/12/casa-dorindas-lisa-thomas-awarded-by-the-afp/>

June 1, 2024 – Nov 20, 2024 Advertisement Placements

Pacific Coast Business Times – Two Page Ad- Giving Guide – Pg 42-43

<https://www.pacbiztimes.com/giving-guide-3/>

42 2024 2025 GIVING GUIDE ADVERTISING SUPPLEMENT PACIFIC COAST BUSINESS TIMES



Ventura College Foundation

4667 Telegraph Rd
Ventura, CA 93003

71 Troy Rd
Ventura, CA 93003

805.289.4461
8142.vcf.foundation@gmail.com
www.vcfoundation.org

SOCIAL MEDIA

- Facebook: @vcfoundation
- Instagram: @vcfoundation
- Twitter: Ventura College Foundation
- LinkedIn: venturacollegefoundation772
- YouTube: VCF_Foundation

YEAR ESTABLISHED
1922

YOUR DREAMS, OUR MISSION

The Ventura College Foundation transforms students' lives through education by providing resources and vital resources and support. The Foundation collaborates with Ventura College to enhance human potential, create opportunity, increase social acceptance, promote lifelong learning, and support the success of our students, our community, and our community.



ABOUT US

Over the past four decades, the Ventura College Foundation has raised over \$51 million for Ventura College and its students. During this time, our board and staff leadership have been instrumental in making the Foundation one of the largest and most successful in the area.

The Foundation empowers and supports Ventura College students by opening doors and leading them to financial success for those who are the first in their family to attend college, transfer students, veterans, or single parents struggling to pay their bills. We want to help students as they face the financial reality of attending college. We want to help students as they face the financial reality of attending college. We want to help students as they face the financial reality of attending college.

BY THE NUMBERS

- Over 11,000 students
- 40% are Latinx
- 72% are part-time students, many working multiple jobs
- 40% are first in their families to go to college
- 80% are low or extremely low income
- 20% are food insecure
- 76% are 25-34
- 2,748 associate degrees were awarded
- 287 Associate degrees for transfer were awarded
- 65% are transfer students
- Approx. 1,300 students transferred to 4-year universities

PROGRAMS

- VC Transfer Program for Fall & Spring Students
- VC Book Store
- General Scholarship
- Thomas Scholarship for Minority & Veteran students
- Transfer & Enrollment Assistance
- Entrepreneur Support
- Wildland Management
- Ventura College Camp & Programs & Center
- Partnership Support

VC ALUMNI, CONNECT WITH US!

As Ventura College approaches its 100th Anniversary in Fall 2025, we'd like to hear from you! We're looking for your life as someone you know. Contact us to learn more about our Ventura College Alumni Center or submit your Ventura College story at <https://www.venturacollege.edu/alumni>

For more information on our VC Alumni program, contact Rachel Gonzalez Aguilera, Campaign Assistant and Alumni Relations Specialist at 805.289.4141 or rags@vcfoundation.org

BOARD OF DIRECTORS

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Saharneh Agopian, M.A.
Doris Saba
Amy Oberst
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Marissa Sanchez-Ramos
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Elizabeth Kwan
Walt LaVelle, Esq.
Charles LaPorte-Hobby, Esq.
Miguel Nolasco-Hernandez
Ed Summers
Ernesto "Tito" Torres
Harold W. St.
James Torres



HOW YOU CAN HELP

Will you ensure the VC Foundation can give our critical students support?

There are many ways to help:

- Donate by check to: 4667 Telegraph Road, Ventura, CA 93003
- Give Securely Online: <https://www.venturacollegefoundation.org/giveonline/>
- Donate by Mail: Make your check payable to the Ventura College Foundation, 4667 Telegraph Road, Ventura, CA 93003
- Contribute with a bill of goods or mutual shares, or donor advised fund, or IRAs or 529 plans. For more information, please call our CEO, the CEO, Director of Philanthropy, at 805.289.4141 or info@vcfoundation.org
- Tax ID# 77-0027747

Thank you, your support makes a world of possibilities, allowing students to pursue their dreams and gain the skills they need to succeed.



43 2024 2025 GIVING GUIDE ADVERTISING SUPPLEMENT PACIFIC COAST BUSINESS TIMES

LEND A HELPING HAND, CREATE A STRONGER WORKFORCE



VENTURA COLLEGE STUDENTS BY THE NUMBERS

- 72%** are part-time students, many working multiple jobs
- 40%** are first in their families to go to college
- 52%** are low or extremely low socioeconomic status
- 55%** are food insecure
- 20%** are housing insecure
- 70%** of Ventura College students receive financial aid

CONSIDER A GIFT TODAY

Whether they're earning an associate degree, completing a certificate, or upgrading skills, Ventura College students face many challenges to completing their education. That's where Ventura College Foundation comes in. The VC Promise and Basic Needs Center are two programs that help keep our students in class and on the path toward their dreams. With your help, we can give our best and brightest students a fighting chance to reach their full potential.

Giving generously to these programs helps create a stronger workforce across the community—potentially even within your organization.

Learn About Us: VenturaCollegeFoundation.org
4667 Telegraph Rd. | Ventura, CA 93003 | 805.289.4461 | VCFoundation@vcfc.edu



THEIR DREAMS OUR MISSION



When a Ventura College student faces a barrier to completing their education, the Ventura College Foundation is there to help.

Our VC Promise and Basic Needs programs give students a fighting chance to reach their full potential.

Your gift to these programs will help Ventura College students today—and build a stronger workforce tomorrow.



**VENTURA COLLEGE
FOUNDATION**

Learn How You Can Help: VenturaCollegeFoundation.org
4667 Telegraph Rd. | Ventura, CA 93003 | 805.289.6461 | VCFoundation@vcccd.edu

**Ventura Rotary Club 4th of
July Sponsorship Ad for Print
Program – July 4, 2024**

THEIR DREAMS OUR MISSION



Scan to Learn How Community Support Impacts VC Students Like Gabriel Fajardo

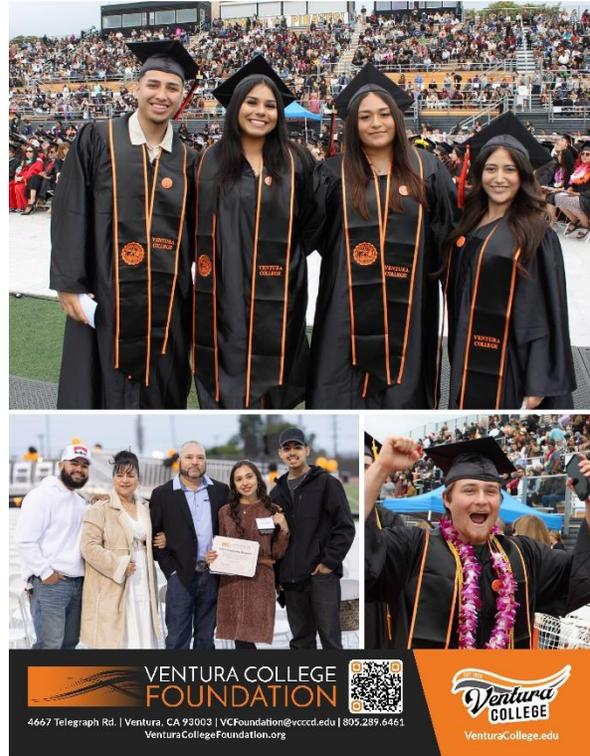


**VENTURA COLLEGE
FOUNDATION**

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805.289.6461 | VCFoundation@vcccd.edu
VenturaCollegeFoundation.org

June 1, 2024 – Nov 20, 2024 VCF Direct Marketing Fundraising Projects

2023-24 Impact Report – Over 1,600 Mailed – At Printer



YOUR 2023-24 IMPACT

Dear Ventura College Foundation Community,

As I reflect the milestones of the 2023-24 academic year, I'm filled with immense gratitude for your unwavering support. Each gift, partnership, and shared vision has empowered Ventura College students to reach new heights, overcome challenges, and embrace the future with confidence.

Thank you for your generosity and belief in our mission! In 2023-24, the VC Foundation provided over \$738,558 in support to serve 7,858 students and facilitated another \$1.33 million for 56 Ventura College Programs from 14 dept./divisions.

This past year, your contributions have been especially vital in sustaining two VC Foundation support initiatives: the VC Promise and the VC Basic Needs Center programs. The VC Promise continued to open doors to higher education and reduced financial barriers for 4,195 first-time, full-time, first and second year students to pursue their dreams without the heavy burden of tuition fees. Of that number, the VC Foundation ensured that all eligible students were served by providing 1,136 with gap funding in response to statewide Promise budget cuts.

Equally essential is the VC Basic Needs Center, which last academic year provided food, housing, and financial assistance to 2,750 students of which 2,355 of those were served through the food pantries on both the Ventura and East Campus in Santa Paula. With demand up by 40% from last year, these pantries now serve 350 students each day. The VC Foundation Board understands that educational success is closely tied to overall well-being and we must expand our support to give all students a fighting chance to reach their full potential.

Thank you for being a remarkable force behind our mission. The power of education and the heart of our community are joining forces to empower scientists, first responders, educators, public servants, workforce technicians and innovators. These real-life superheroes will lead our community into a brighter and stronger future for generations to come.

Gratefully,

Anne Paul King
Executive Director, Ventura College Foundation
805-289-6160 | aking@vcccd.edu



P.S. - Thank you if you've already made a year-end gift! If not, there's still time to make a meaningful difference before the year ends. Your support today will help open doors to education and close equity gaps. Please **GIVE TODAY!**
venturacollegefoundation.org/donate/ or Text: **Give2VC To: 91999**



ALUMNI HIGHLIGHT

DAISY CASTILLO: TURNING STUDENT LEADERSHIP INTO A CAREER

Daisy Castillo is a shining example of resilience and determination, a proud first-generation college student who is currently pursuing her Master of Arts in Education (MAEd), Educational Counseling at the University of Southern California (USC).

Her journey began at Ventura College, where she laid a strong academic foundation before transferring to UC Santa Barbara (UCSB) to complete her Bachelor of Arts in Chicana/o Studies and Educational Studies. As the daughter and granddaughter of migrant farm workers, Daisy's story is deeply shaped by the values instilled in her by her family.

Initially, Daisy faced setbacks when she was denied admission to her top-choice universities after graduation from Santa Paula High School. Rather than give up, she enrolled at Ventura College and received the VC Promise. Receiving the tuition support of the VC Promise allowed her to save money and better prepare for her academic future. Despite starting her college experience with early morning and late-night classes due to late registration, Daisy took proactive steps to maximize her time. She spent her summer on campus, exploring transfer options and getting involved.

Her participation in the Associated Students of Ventura College (ASVC) was transformative and she served as the ASVC President in 2018-19. It allowed her to develop advocacy skills, and through the Extended Opportunities Programs and Services (EOPS), she found counselors who believed in her potential. The Ventura College Foundation also played a critical role as Daisy benefited from VC Foundation's textbook lending and scholarships programs.

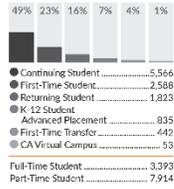
Daisy's path as a first-generation college student was fraught with challenges. However, she found a supportive community at Ventura College, which helped her navigate higher education while discovering her identity and aspirations. Reflecting on her journey, she expresses deep appreciation for her time at Ventura College, stating, "If VC had bachelor's degrees, I would have stayed. It was the most transformative experience of my life."

Today, as a USC Trojan, Daisy is committed to a career in student affairs, hoping to empower future students just as she was supported. Her story is a powerful reminder of how education and community support can change lives, demonstrating that it's not where one starts, but the dedication and effort invested along the way that truly matters.

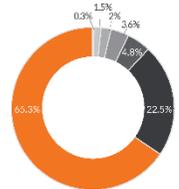


2023/24 BY THE NUMBERS VENTURA COLLEGE

STUDENT STATUS



STUDENT ETHNICITY



DEGREES & CERTIFICATES AWARDED

Associate Degrees	2,844
Associate Degree for Transfer	614
Certificate of Achievement	730
Transfer Certificate	798
Noncredit Certificates	189
TOTAL	5,175

FINANCIAL AID / BUDGET

2023-24 Financial Aid Total Received	\$30.4 Million
Ventura College 2023-24 Total Budget	\$69,961,899

Accreditation: Ventura College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC), 10 Commercial Boulevard, Suite 204, Novato, CA 94945, (415) 554-0224, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation, and the U.S. Department of Education.

STUDENT GENDER



BY THE NUMBERS VC FOUNDATION

FOUNDATION DIRECT SUPPORT	# OF STUDENTS SERVED	SUPPORT AMOUNT
VC PROMISE		
VC Promise Program (1st & 2nd Year Tuition Paid)	1,136	\$81,750*
VC BASIC NEEDS		
VC Basic Needs Program (Pantry & Equipment)	2,750	\$6,777
Jordana Ybarra-Tolias Emergency Grant Program	9	\$11,468
SCHOLARSHIPS		
Scholarships (421 Scholarships Awarded)	230	\$636,016
TEXTBOOK SUPPORT		
Semester Lending Library (4,711 Check Outs)	3,472	
Course Sets (211 Check Outs)	102	\$2,547
Reserve Library (365 Check Outs)	151	
Veteran Textbook Support	8	
TOTAL 23/24 PROGRAM SUPPORT	7,858	\$738,558

VC CAMPUS PROGRAM SUPPORT FACILITATED BY VCF

54 Programs from 14 Dept/Divisions
SUPPORT AMOUNT: \$1.33 MILLION*
*Does not include additional items Fundraising Platform support for VC Athletics \$90,976

VC, VCCCD & VC FOUNDATION EMPLOYEE SUPPORT

109 Employee Donors
823 Employee Donations
SUPPORT AMOUNT: \$314,663



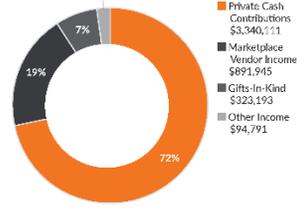
*VCF gap funding to address Statewide Promise Budget Cuts to ensure all eligible students were served

VCF 2023/24 FINANCIAL HIGHLIGHTS

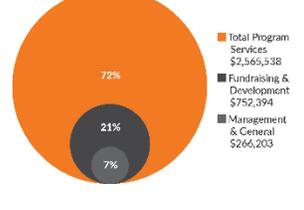
7/1/2023 - 6/30/2024

REVENUES (w/o Investment Income)	\$4,650,041
INVESTMENT INCOME	\$3,712,305
OPERATING EXPENSES	\$3,584,135
NET ASSETS	\$33,029,895

REVENUES (w/o Investment Income) **\$4,650,041**



OPERATING EXPENSES **\$3,584,135**



BOARD OF DIRECTORS:

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- Aira Flores, Secretary
- Adrienne Arguelo, M.A.
- Debe Bylo
- Kenneth Collin
- Marcos Garcia-Razo, Ventura College ASVC President
- Anne Paul King
- Liz Kraus
- Matt LaFors, Esq.
- Claudia Lourido-Habib, Ed.D., Ventura College President
- Lydia Matthews-Morales
- Ed Summers
- Eleonor Tillquist
- Haruki Wulff
- James Zavos

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- David Blanco I
- Elynn Dembowski
- Ruth Hemming, Ed.D.
- David Pugh I
- Donna Santo, Esq.
- Richard Taylor, Esq.
- Deceased
- Lucia Tebbe I
- George Tillquist I
- Hon. Colleen Toy White I
- John Woolley, Ed.D.
- Helen Yunker I

FOUNDATION STAFF:

- Anne Paul King, Executive Director
- Tara Hahn, Finance Manager
- Jillie Harvey, Development Manager
- Esmeralda Jaarez, Marketplace Supervisor
- Chloe Boswell-Dondorf, Administrative Assistant to Executive Director & Human Resource Specialist
- Arnell Gonzalez-Agarrwal, Programs & Development Specialist
- Stephanie Montenegro, Development & Events Specialist

4667 TELEGRAPH RD. | VENTURA, CA 93003
VENTURACOLLEGEFOUNDATION.ORG
805-289-6461 | VCFFOUNDATION@VCCCD.EDU

VC Foundation | VC Foundation | VC Foundation | VC Foundation

The Ventura College Foundation is committed to maintaining the highest standards of transparency, accountability, and stewardship of all funds, including grants, contracts, and donor-funded contributions. Our finances are thoroughly reviewed at regular intervals by our finance committee, executive committee, investment committee, audit committee, and our full board of directors. VCF manages an investment portfolio on behalf of our students and the broader community. This broader relationship of regular inquiries. All of this is to ensure our organization's prudent use of resources in achieving our mission to serve Ventura College and its students.

VENTURA COLLEGE FOUNDATION

Back to School Scholarship Fundraising Appeal – Over 600 Mailed
Raised as of 11/22/2024: \$13,400.00
Scholarships: \$12,950; Fund for VC: \$500; Promise: \$400; Campus: \$50;

President's Circle Fundraising Appeal – Over 300 Mailed
Raised as of 11/22/2024: \$12,300.00

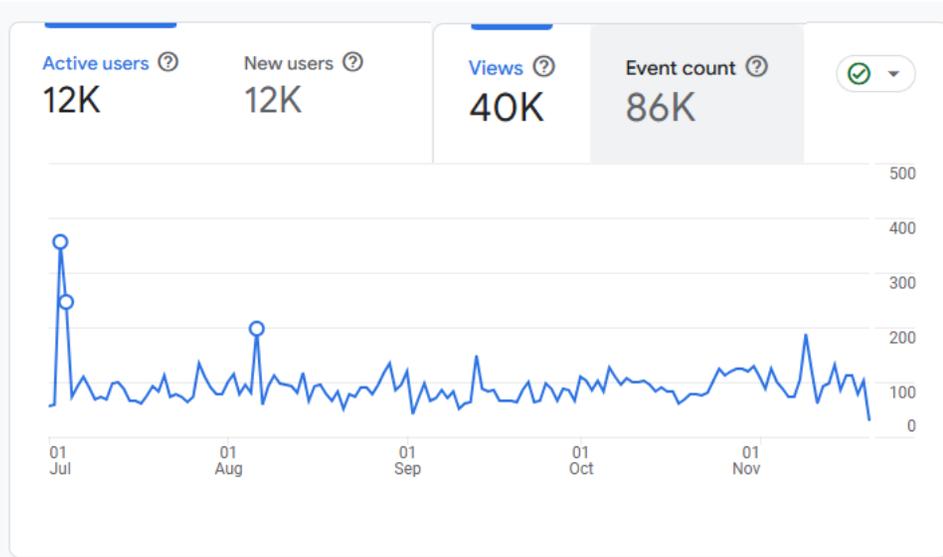
June 1, 2024 – Nov 20, 2024 VCF E-Newsletters

- **November 2024:** [https://us18.campaign-archive.com/?e=\[UNIQID\]&u=64963a462cb3849650e873839&id=6b294d45d3](https://us18.campaign-archive.com/?e=[UNIQID]&u=64963a462cb3849650e873839&id=6b294d45d3)
- **August/September 2024:** [https://mailchi.mp/vcccd/vcf-donor-june-july-2024-news-13032936?e=\[UNIQID\]](https://mailchi.mp/vcccd/vcf-donor-june-july-2024-news-13032936?e=[UNIQID])
- **June/July 2024:** [https://mailchi.mp/vcccd/vcf-donor-june-july-2024-news-12805576?e=\[UNIQID\]](https://mailchi.mp/vcccd/vcf-donor-june-july-2024-news-12805576?e=[UNIQID])

June 1, 2024 – Nov 20, 2024 Other PR/Marketing Projects

- Obtained bids and working with Campus to replace Day Road Signage and update/add signage to Weekend Marketplace Building
- Moved Social Media Scheduling Platform from Hootsuite to Loomly
- PR/Marketing to promote new board members joining the board; created bios, new headshots for website and name tags
- Schedule a tour of Moorpark College Print Shop for VC Foundation staff in hopes of sending more projects to Moorpark to save money now that the shop has more items to offer
- Coordinated invitations to Elected Officials and the Media for the Presidential Meet & Greet Event
- Coordinated two opportunities for staff & board headshots
- Rebranded our Employee Payroll Giving Program from AYE GIVE to G.E.M. (Give Every Month)
- Produced the VC Foundation's 2024 All-Campus Day Presentation & Outreach Table for VC employees
- Updated/created 2024-25 Scholarship Flyers, bookmarks, A-Frame signage, website information, and oversaw the social media campaign to promote the General, Paramedic, and Career Education Scholarships (Diesel, Ag, Vet Tech, Advanced Manufacturing & Applied Industrial Technology Scholarships)
- Sent close to 300 Holiday Cards to VC Foundation vendors, media connections, elected officials, VIPs, Board, Board Emeriti, and Campaign partners
- Updated 2024-25 Event Sponsorship Levels and rebranded Sponsorship levels away from a Pirate Theme
- Created outreach flyers for Event Volunteers and Scholarship Readers
- Coordinated press releases (in-process) for Anne's appointment as President to the Network for California Community College Foundation; AHEAD Grant; Impact Report
- Submitted Anne to the *Pacific Coast Business Times*' Who's Who in Nonprofits & Foundations
- Coordinating "Our Ventura" TV interview for Anne Paul King and Dr. Lourido-Habib
- Made submissions to the Ventura Chamber of Commerce Poinsettia Awards even though our nominations weren't selected

FY 2024-25 Google Analytics VC Foundation Website Audience Overview (July 1, 2024–Nov 20, 2024)



Session source / medium	Sessions	Engaged sessions	Engagement rate
Top 10 Web Traffic Acquisition Sources			
Total	16,254 100% of total	7,133 100% of total	43.88% Avg 0%
1 google / organic	8,516	4,259	50.01%
2 (direct) / (none)	4,508	1,357	30.1%
3 venturacollege.edu / referral	940	518	55.11%
4 qr-codes.io / referral	334	36	10.78%
5 bing / organic	329	153	46.5%
6 vcccd.edu / referral	169	96	56.8%
7 facebook / cpc	167	11	6.59%
8 m.yelp.com / referral	165	74	44.85%
9 yahoo / organic	104	67	64.42%
10 fundraising.givesmart.com / referral	94	55	58.51%

Year Over Year (YOY) User Audience

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Users	14,369	22,953	24,552	28,621	36,809	12,016
New Users	14,376	22,504	24,578	28,486	36,158	11,868
Number of Sessions Per User	1.39	1.33	1.37	1.34	1.75	0.60
Sessions	19,928	30,627	33,705	38,375	48,913	85,724
Pageviews	32,381	46,719	51,633	56,526	85,648	39,625
Pages /Session	1.62	1.53	1.53	1.47	2.33	3.33
Avg. Session Duration	0:01:12	0:01:10	0:01:13	0:01:07	0:02:05	0:01:08

FY 2024-25 Google Analytics VC Foundation Website Audience Overview (July 1, 2024–Nov 20, 2024)

Top 8 Ways New Users are Coming to Site

First user prim...Channel Group) ▾ +	Total users ↓	New users	Returning users	Average engagement time per active user	Engaged sessions per active user	Event count All events ▾	Key events All events ▾	User key event rate All events ▾
Total	11,954 100% of total	11,802 100% of total	1,899 100% of total	1m 08s Avg 0%	0.60 Avg 0%	85,724 100% of total	3,314.00 100% of total	12.13% Avg 0%
1 Organic Search	5,970	5,870	1,313	51s	0.74	35,464	2,251.00	16.83%
2 Direct	3,590	3,500	349	39s	0.48	22,698	678.00	7.8%
3 Referral	1,826	1,891	205	3m 17s	0.47	25,378	257.00	6.11%
4 Organic Social	371	367	26	25s	0.43	1,536	113.00	13.51%
5 Paid Social	164	164	1	0s	0.06	510	0.00	0%
6 Unassigned	19	7	3	2m 26s	0.74	118	15.00	26.32%
7 Paid Other	4	2	2	0s	0.67	17	0.00	0%
8 Organic Shopping	1	1	0	0s	0.00	3	0.00	0%

Top Acquisition Channels—Definitions:

Organic Search = “Google Search”

Direct = Typing in Link or Clicking on Bookmark

Referral = Sites that “referred” visitors to our site

Organic Social = Traffic coming to our website from social media

Unassigned = Traffic that has an acquisition source or medium that is not recognized within Google's default system.

Email = Traffic to your website that came from an email message.

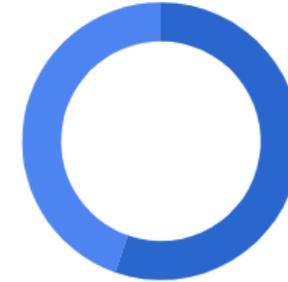
Paid Search/Social = Traffic coming from paid placement, pay per click, and sometimes search engine marketing, paid search marketing allows advertisers to pay to be listed within the search engine results pages for specific keywords or phrases.

FY 2024-25 Google Analytics VC Foundation Website Audience Overview (July 1, 2024–Nov 20, 2024)

DEVICE OF USERS 2024-25

Device category	Active users	New users	Engaged sessions	Engagement rate
Total	11,897 100% of total	11,802 100% of total	7,133 100% of total	43.88% Avg 0%
1 mobile	6,496	6,380	3,510	39.8%
2 desktop	5,301	5,279	3,578	49.78%
3 tablet	143	143	61	34.66%

Active users by Gender



● FEMALE 55.4% ● MALE 44.6%

AGE OF USERS 2024-25

Age	Active users	New users	Engaged sessions	Engagement rate
Total	11,897 100% of total	11,802 100% of total	7,133 100% of total	43.88% Avg 0%
1 unknown	10,367	10,209	5,532	41.11%
2 18-24	495	442	482	57.18%
3 45-54	320	287	312	59.66%
4 25-34	308	277	231	46.86%
5 35-44	300	270	285	60.13%
6 55-64	221	203	174	58%
7 65+	127	114	119	62.3%

Top 10 Landing Pages 2024-25

Landing page	Sessions	Active users	New users
Total	16,254 100% of total	11,897 100% of total	11,802 100% of total
1 /weekend-marketplace-2	5,959	4,479	4,436
2 / home page	2,636	1,981	1,841
3 /scholarships	1,871	1,412	1,338
4 (not set)	1,099	1,204	623
5 /donate	894	650	637
6 /vc-promise	408	378	368
7 /contact	271	222	200
8 /foundation-staff	213	165	131
9 /form/_3YieQ	167	142	138
10 /scholarship2024	144	133	125

FY 2024-25 Google Analytics VC Foundation Website Audience Engagement (July 1, 2024–Nov 20, 2024)

Top 10 Pages—Pages with Most Views Year Over Year

	FY 2019-2020		FY 2020-2021		FY 2021-2022		FY 2022-2023		FY 2023-2024		FY 2024-2025	
	1	Home	6,203	COVID Mrktplace	11,057	Marketplace	14,499	Marketplace	12,581	Home	34,369*	Home
2	Marketplace	4,299	Home	7,559	Home	11,128	Home	9,311	Marketplace	20,339*	Marketplace	7,133
3	Scholarships	3,321	Marketplace	5,001	Scholarships	4,829	Scholarships	7,032	Scholarships	9,876*	Scholarships	2,566
4	VC Promise	2,464	Scholarships	4,515	VC Promise	1,550*	Donate	1,673	Donate	2,216*	Donate	1,215
5	COVID Marketplace	2,162	Covid Up-dates	3,053	Donate	1,262	VC Promise	1,016	VC Promise	1,297	Fdn. Staff	530
6	Textbook	2,052	Textbook	1,644	Award Events 21	748	Fdn. Staff	946	Fdn. Staff	1,224*	VC Promise	515
7	Covid Up-dates	1,656	VC Promise	1,956	Fdn. Staff	664	Contact	835	Graduate/Alumni Signup	1,120*	Contact	448
8	Getting Started	1,528	Donate	978	Giving	657	Giving	748	Contact	1,130*	NEW: Board of Directors	335*
9	Award Events 20	982	Award Events 21	888	Contact	617	Join Our Team	588	40th Anniv.	1,020*	NEW: Pres. Meet & Greet RSVP	228*
10	Contact	578	Blackbaud Breach	831	Day of Giving	576	Graduate/Alumni Signup	573	Join Our Team	1,018*	Giving	223

* = Highest Views in any Fiscal Year

Ventura College Foundation
Finance Committee Meeting
November 18, 2024 8:30-9:30 AM
71 Day Rd, Ventura, CA 93003

Minutes

Committee Members Present (6): Dustin Tondreau- Chair, Anne Paul King, Abra Flores, James Zavas, Harald Wulff, Adrienne Arguijo
Feddersen & Co.: Joy Buller, CPA
VCF Staff Present: Tara Hahn, Chloe Boswell-Dondorf

The meeting was called to order at 8:30 AM.

PRESENTATION OF THE Q1 FINANCIALS AND VARIANCE REPORT

Ms. Buller reported on the balance sheet and reported that the quarter was as expected, other than investments having done really well. Ms. Buller then went over the profit and loss statement and explained where expenses have differed from the budget. She then described the variance report, and reported the unexpected expenses and income over the agreed upon threshold. Ms. Buller and Ms. King explained the causes of any variance within the financials.

Ms. King informed the committee about the staff turnover. She gave an update on the progress made, and reported that the effects will not be material with respect to the budget.

UPDATE ON THE CAMPAIGN

Ms. King went over the data held within the progress and review chart. She explained the goals, hurdles, and structure to campaign giving. Ms. King then asked the committee members to consider any connections they have and asked who could help to support the campaign. Ms. Arguijo expressed interest to get involved in fundraising. Mr. Wulff asked about the shrinkage in annual fundraising and of the annual subsidy within the campaign budget. Ms. King explained and committed to send the campaign budget to the committee again. Ms. King explained the Foundation's relationship with our new board member, Mr. Zavas, Ventura College VP of Business Services, and thanked him for his diplomacy and advocacy on campus.

UPDATE ON TAX FILING

Ms. King reminded the committee that the Foundation received a clean audit which was forwarded to the district on time. Ms. King also informed the committee that the Foundation will be filing for an extension on the 990, as is routine.

ADJOURN

Mr. Zavas moved to adjourn; Ms. Flores seconded. The meeting was adjourned at 9:02 AM.

VENTURA COLLEGE FOUNDATION

Balance Sheet

As of September 30, 2024

	September 30, 2024	June 30, 2024	\$ Variance	% Variance
ASSETS				
Current Assets				
Bank Accounts				
Campus - Restricted	\$ 4,993	\$ 18,492	\$ (13,499)	-73.00%
Scholarships - Restricted	363,521	292,981	70,540	24.08%
Money Market				
Restricted Funds	12,836	11,443	1,392	12.17%
Unrestricted Funds	72,476	138,793	(66,317)	-47.78%
Total Money Market	85,311	150,236	(64,925)	-43.22%
Operating				
Restricted Funds	21,577	218	21,359	9790.90%
Unrestricted Funds	83,946	59,177	24,769	41.86%
Total Operating	105,523	59,395	46,128	77.66%
Petty Cash	530	480	50	10.42%
Montecito Bank & Trust - Unrestricted	110,133	110,104	28	0.03%
Bank of the Sierra - Unrestricted	250,214	250,164	50	0.02%
Campaign Money Market				
Restricted Funds	166,834	143,157	23,677	16.54%
Unrestricted Funds	25,961	21,763	4,198	19.29%
Total Campaign Money Market	192,795	164,920	27,874	16.90%
Campaign Non-Profit Checking				
Restricted Funds	5,695	5,695	-	0.00%
Unrestricted Funds	3,644	3,644	-	0.00%
Total Campaign Non-Profit Checking	9,339	9,339	-	0.00%
Total Bank Accounts	1,122,358	1,056,111	66,247	6.27%
Pledges Receivable	2,918,515	2,511,223	407,292	16.22%
Other Current Assets				
Prepaid Expense	41,726	31,798	9,928	31.22%
Suspense	-	369	(369)	-100.00%
Unamortized Discount on Donations Receivable	(63,180)	(63,180)	-	0.00%
Unemployment Self-Insured Trust Deposit	24,572	23,093	1,479	6.40%
Total Other Current Assets	3,118	(7,920)	11,038	139.37%
Total Current Assets	4,043,991	3,559,414	484,577	13.61%
Fixed Assets				
Fixed Assets, Gross	200,144	200,144	-	0.00%
Accumulated Depreciation	(169,353)	(168,307)	(1,046)	-0.62%
Total Fixed Assets	30,791.31	31,837.11	(1,045.80)	-3.28%
Other Assets				
Charitable Gift Annuities	278,663	278,663	-	0.00%
Deposits	1,938	1,938	-	0.00%
Investments				
FCCC - Osher Endowment				
Restricted	623,641	638,716	(15,075)	-2.36%
Board Designated	456,579	466,629	(10,050)	-2.15%
Total FCCC - Osher Endowment	1,080,220	1,105,345	(25,125)	-2.27%

For Management Purposes Only
No assurance is provided on these financial statements.

VENTURA COLLEGE FOUNDATION

Balance Sheet

As of September 30, 2024

	September 30,			
	2024	June 30, 2024	\$ Variance	% Variance
Investment Pool 1 - Endowments				
Restricted	10,091,630	9,804,419	287,211	2.93%
Unrestricted Funds	41,544	19,381	22,164	114.36%
Board designated	190,658	180,796	9,862	5.45%
Total Investment Pool 1 - Endowments	10,323,832	10,004,596	319,236	3.19%
Investment Pool 2 - Hansen	676,094	641,213	34,881	5.44%
Investment Pool 3				
Unrestricted	59,669	58,783	886	1.51%
Donor Restricted	276,949	284,101	(7,153)	-2.52%
Board Designated Reserve	312,765	350,909	(38,145)	-10.87%
Total Investment Pool 3	649,382	693,794	(44,411)	-6.40%
Investment Pool 4 - Miriam Schwab Endowment	15,668,705	14,869,146	799,559	5.38%
Investment Pool 5 - Yunker Endowment	2,463,580	2,336,293	127,288	5.45%
Investment Pool 6 - Risk Reserves	916,264	869,055	47,209	5.43%
Total Investments	31,778,078	30,519,442	1,258,636	4.12%
Total Other Assets	32,058,679	30,800,043	1,258,636	4.09%
TOTAL ASSETS	\$ 36,133,462	\$ 34,391,294	\$ 1,742,168	5.07%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Scholarships and Accounts Payable	\$ 513,187	\$ 815,057	\$ (301,870)	-37.04%
Other Current Liabilities				
Deferred Revenue	-	49,425	(49,425)	-100.00%
Accrued Payroll	-	39,808	(39,808)	-100.00%
Accrued Vacation	34,868	29,664	5,204	17.54%
Aflac Payable	-	26	(26)	-100.00%
Total Other Current Liabilities	34,868	118,923	(84,055)	-70.68%
Total Current Liabilities	548,055	933,980	(385,925)	-41.32%
Long-Term Liabilities				
Unfunded Pension Liability	427,411	427,411	-	0.00%
Total Long-Term Liabilities	427,411	427,411	-	0.00%
Total Liabilities	975,466	1,361,391	(385,925)	-28.35%
Equity				
Beginning Net Assets - Without Donor Restrictions	1,668,127	1,371,283	296,844	21.65%
Beginning Net Assets With Donor Restrictions	31,361,776	26,933,941	4,427,835	16.44%
Net Income (Change in Net Assets)	2,128,093	4,724,679	(2,596,587)	-54.96%
Total Equity	35,157,995	33,029,903	2,128,092	6.44%
TOTAL LIABILITIES AND EQUITY	\$ 36,133,462	\$ 34,391,294	\$ 1,742,168	5.07%

For Management Purposes Only
No assurance is provided on these financial statements.

VENTURA COLLEGE FOUNDATION

Profit and Loss

July - September, 2024

	Actual	Budget	\$ Variance	% Variance
Income				
4000 DONATIONS				
4200 Donations - Unrestricted	25,224	25,437	(213)	-0.84%
4300 Donations - Perm Restricted	445,258	-	445,258	
4310 Donations for 40th Comprehensive Campaign	22,500	-	22,500	
Total 4300 Donations - Perm Restricted	\$ 467,759	\$ -	\$ 467,759	
4400 Donations - Temp Restricted				
4430 Annual	74,071	25,920	48,151	185.76%
4432 Osher Donations	17,650	17,632	18	0.10%
4435 Promise	15,496	11,375	4,121	36.23%
4437 Textbook lending	75	125	(50)	-40.00%
4440 Campus	43,409	89,550	(46,141)	-51.53%
Total 4400 Donations - Temp Restricted	\$ 150,701	\$ 144,602	\$ 6,099	4.22%
7053 Sustainability Gift Expense	(55,005)	(12,447)	(42,558)	-341.91%
9050 Sustainability Gift Expense for Campaign	(3,375)	-	(3,375)	
Total 4000 DONATIONS	\$ 585,304	\$ 157,592	\$ 427,712	271.40%
5000 Market Place Revenue				
5020 VIP MP Parking	46,410	44,515	1,895	4.26%
Total 5000 Market Place Revenue	\$ 461,217	\$ 502,072	\$ (40,855)	-8.14%
5100 Interest Income	758	198	560	283.03%
5300 In-Kind Donations- Goods	3,546	-	3,546	
5400 Other Income	321	370	(49)	-13.16%
5440 Scholarship Endowment Admin Fee Revenue	26,362	29,640	(3,278)	-11.06%
5450 Sustainability gift revenue	55,005	12,447	42,558	341.91%
5455 Sustainability Gift Revenue for Campaign	3,375	-	3,375	
Total Income	\$ 1,135,889	\$ 702,319	\$ 433,570	61.73%
Gross Profit	\$ 1,135,889	\$ 702,319	\$ 433,570	61.73%
Expenses				
6000 PROGRAMMATIC				
6300 OTHER PROGRAM EXPENSES				
6370 Campus Expense	38,875	80,595	(41,720)	-51.77%
6375 Campus In-Kind Expense	3,546	-	3,546	
8420 Scholarship Endowment Admin Fee Expense	26,362	29,640	(3,278)	-11.06%
Total 6300 OTHER PROGRAM EXPENSES	\$ 68,783	\$ 110,235	\$ (41,452)	-37.60%
Total 6000 PROGRAMMATIC	\$ 68,783	\$ 110,235	\$ (41,452)	-37.60%
7000 ADMINISTRATION				
7002 Bank Charges	140	-	140	
7004 CalPERS	3,293	4,107	(814)	-19.81%
7006 Board Expense	150	200	(50)	-24.99%
7016 Employee Appreciation	556	500	56	11.29%
7018 Employee Benefits	4,729	5,324	(594)	-11.16%
7019 Fraud Expense	(5,750)	-	(5,750)	
7022 Insurance	2,019	2,090	(71)	-3.40%
7024 Licenses & Fees	705	720	(15)	-2.08%
7026 Office Expense	1,899	738	1,161	157.33%
7028 Mileage	26	30	(4)	-14.27%
7032 Printing	107	-	107	
7034 Payroll Service	3,656	3,255	401	12.33%

VENTURA COLLEGE FOUNDATION

Variance Analysis: Budget vs. Actual
July 1, 2024 through September 30, 2024

Threshold: Income statement item is \$10,000 and 10% over or under budget.

REVENUES

- **4300 Permanently Restricted Donations (not budgeted) \$445,258:** \$400k from Barbara Wise legacy gift; \$29k from the County of Los Angeles; \$10k from American Legion Post 339.
- **4310 Permanently Restricted Donations - Campaign (not budgeted) \$22,500:** \$10k pledge from Dr. Cynthia Herrera; \$5k pledge from Dr. Claudia Lourido-Habib; \$5k pledge from Harald Wulff.
- **4430 Annual Temp Restricted Donations – Over budget \$48,151 and 185.76%:** \$15k from Haas Foundation for scholarships; \$12k from GMR Foundation for scholarships; \$20k from Terry Wagner.
- **4440 Campus Temp Restricted Donations – Under budget (\$46,141) and (51.53%):** \$10k from C. Robert Reeves; \$9k from the United States Tennis Association; \$10k from Melissa & Todd Lemein; \$5k from The Foundation of Ventura County Credit Union. We were expecting a \$75k grant renewal from VCCF by now. We still believe the grant renewal will arrive, however, unsure if it will be for the full amount.
- **5450 Sustainability Gift Revenue/7053 Sustainability Gift Expense – Over budget \$42,558 and 341.91%:** Due to the larger permanently restricted gifts above, sustainability gift revenue has increased.

EXPENSES

- **6370 Campus Expense – Under budget (\$41,720) and (51.77%):** \$13k for VC Vet Tech Program; \$8k for Tennis; \$9k for Child Care Center. Due to the grant renewal not received from VCCF and passed through to the college.
- **ADMINISTRATION OVERHEAD – Under budget (\$16,025) and (21.55%)**
 - **(\$5,750) Fraud Expense** – Bank credit for a returned fraudulent check paid in June 2024.
 - **(\$8,228) Professional Services** – \$5k legal expenses budgeted and not used Q1.
- **DEVELOPMENT OVERHEAD – Under budget (\$25,987) and (15.68%)**
 - **(\$13,128) Direct Marketing and Marketing** – We didn't send out the Q1 scheduled Back to School mailing until Q2. There will be many more expenses that were scheduled for Q1 in Q2, including replenishment of Marketing Swag/Promo items for staff.
- **PROGRAMS – Under budget (\$12,283) and (17.54%)**
 - **(\$11,640) Salaries, benefits, taxes, insurance** – Due to being understaffed for the 1st quarter.

EXPENSES – CONTINUED

- **SCHOLARSHIPS – Under budget (\$11,684) and (16.15%)**
 - **(\$5,352) Salaries, benefits, taxes, insurance** – Not significant; mostly due to vacation paid out.
 - **(\$4,756) Direct Marketing and Marketing** – Scholarship Marketing materials were not printed as we were waiting on application and scholarship outreach workshop dates. These will be reflected in Q2. There will be many more expenses that were scheduled for Q1 in Q2, including replenishment of Marketing Swag/Promo items for staff.
- **MARKET PLACE – Under budget (\$30,708) and (16.53%)**
 - **(\$17,529) Salaries, benefits, taxes, insurance** – Due to being understaffed throughout the 1st quarter.
- **CAMPAIGN – (Not budgeted) \$47,337** – Professional services for the campaign consultant were \$35k. Salaries, benefits, and taxes made up most of the remaining expenses.

INVESTMENT INCOME

- **Change in Market Value – Over budget \$1,133,633 and 384.03%** Due to large gains in the stock market in the first quarter of 2024, our investments increased about \$1 million in value.

Ventura College Foundation
GOVERNANCE COMMITTEE
October 29th 2024 8:30-9:30 AM
71 Day Rd, Ventura CA 93003

Directors Present (5): Abra Flores, Anne Paul King, Rob van Nieuwburg, Ed Summers, Dr. Claudia Lourido-Habib

Staff: Chloe Boswell-Dondorf

MINUTES

The meeting was called to order at 8:31 AM.

REVIEW OF 360 REVIEWS

Ms. King discussed the results of the 360 review and explained the circumstances which led to low employee morale. Ms. King reported that she and Ms. Boswell-Dondorf reviewed the findings with the VC Foundation HR consultant from Paychex, Carol Lu. Ms. King reported that Ms. Lu confirmed that the VC Foundation is a merit and skills-based employer regarding decisions about hiring and wages.

The committee discussed the differences between positions at the Foundation and Ventura College, the CA Education Code, and recommendations from the Paychex HR representative.

Dr. Lourido-Habib explained many colleges are moving away from the 360 review process due to anonymous response bias. She commended Ms. King for her initiative and good intentions to perform the 360s. Dr. Lourido-Habib and Ms. Flores thanked Ms. King for her hard work during COVID, her positive energy, and consistent hand in uncertain times.

SALARY ANALYSIS

Ms. King described the data collection process to address wages using the Center for Nonprofit Management Equitable Workplace Report, the Housing Authority of San Buenaventura, the State of The Region Report, and other reputable sources. Ms. King thanked Chloe Boswell-Dondorf, HR Specialist, for her important work on this analysis. The committee discussed market factors that affect the value of labor and rates of turnover. They compared the merits of stability, competitive wages, and cost saving.

Mr. van Nieuwburg and Dr. Lourido-Habib concurred about the need for transparency and fairness to increase loyalty. Mr. van Nieuwburg commended Ms. Juarez for her excellent team building skills, passion, and years of service.

Motion: Perform an analysis and adjust two salaries of employees who aid in raising money for the foundation.

Minutes recorded by Chloe Boswell-Dondorf and Anne Paul King.

Ventura College Foundation
DEI COMMITTEE
November 4th, 2024 8:30-9:30 AM
71 Day Rd, Ventura CA 93003

Committee Members Present: Adrienne Arguijo, Lydia Matthews- Morales, Harald Wulff, Nicole Kreutz, Anne Paul King

Staff present: Chloe Boswell-Dondorf

MINUTES

The meeting was called to order at 4:38 PM.

STUDENT HSI SUMMIT

Ms. Arguijo described the third Annual HSI Summit and the second Annual Student HSI Summit. She expanded on the HSI designation and the title 3 grant Ventura College receives. She laid out the schedule of the summit and went through the goals of professional/educational development events like this one. Ms. Arguijo acknowledged Jessica Perez, VC Student Activities Specialist, for her hard work and partnership on the summit.

Ms. King informed the board that the VCF staff for attended the Staff HSI summit. She expressed gratitude for Ms. Arguijo for the excellent event, and extreme care taken in regards to mental health for marginalized students.

Mr. Wulff asked if this event was exclusive to Latinx students, Ms. Morgan responded that the racial information of participants was not recorded as a part of registration but all students received an invitation and information about the summit.

OPPORTUNITIES FOR BOARD TRAINING

Ms. King said that she will be distributing My Grandmother's Hands to all board members at the holiday party, the same book that was distributed to staff at the HSI summit. She reported that Board Chair Nicole Kreutz asked her to ensure that the board received DEI training in order to better serve the needs and work of our diverse foundation staff and equitably support the diverse student body at Ventura College. The January Board Retreat is hosted by this committee and will include a training session on diversity, equity, and inclusion.

DEI TRAINING FOR BOARD RETREAT IN JANUARY

The committee discussed the schedule of the retreat and the ways that members of the committee will be expected to participate.

NEW BUSINESS

Mr. Wulff asked the committee if there were new trends in DEI on campus; as diversity equity and inclusion has become a contentious topic in response to the election. Ms. Arguijo responded that the student body is largely Latinx and has been exceptionally receptive to the increased DEI work since the

college received the HSI designation. Mr. Wulff expressed concerns about the perception of DEI work and how the committee could combat rhetoric that does not advance diversity, equity, and inclusion.

Ms. Arguijo will lead the training and she explained her goals for providing DEI training to the Board of Directors. Ms. King thanked Ms. Kreutz for her leadership in ensuring this training is provided to the board.

The meeting was adjourned at 5:00 PM.

Ventura College Foundation 2024-2025 Board Meeting Schedule

FULL BOARD MEETINGS

September 27, 2024 9:00-10:30 AM
December 9, 2024 8:30-10:00 AM
March 17, 2025 8:30-10:00 AM
June 16, 2025 8:30-10:00 AM

EXECUTIVE COMMITTEE MEETINGS

October 21, 2014 8:30-9:30 AM
December 2, 2024 8:30-9:30 AM
March 10, 2025 8:30-9:00 AM
June 9, 2025 8:30-9:30 AM

FINANCE COMMITTEE MEETINGS

November 18, 2024 8:30 AM - 9:30 AM
February 24, 2025 8:30 AM - 9:30 AM
June 2, 2025 8:30 AM - 9:30 AM

AUDIT COMMITTEE MEETINGS

October 21, 2014 8:30-9:30 AM

BUDGET COMMITTEE MEETINGS

March 24, 2025 8:30 AM - 9:30 AM
April 14, 2025 8:30 AM - 9:30 AM
May 12, 2025 8:30 AM - 9:30 AM

PROGRAM SUSTAINABILITY COMMITTEE MEETINGS

October 28, 2024 11:15-12:15 PM
January 22, 2025 10:15-11:45 AM
March 5, 2025 10:15-11:15 AM
June 4, 2025 10:15-11:15 AM

BOARD HOLIDAY PARTY

December 12, 2024 4:30-7:00 PM

DEI ADVISORY COMMITTEE MEETINGS

November 4, 2024 4:00-5:00 PM
February 3, 2025 4:00-5:00 PM
April 1, 2025 4:00-5:00 PM

SCHOLARSHIP & GRANTS COMMITTEE MEETINGS

November 12, 2024 2:00-3:00 PM
January 14, 2025 2:00-3:00 PM
March 25, 2025 2:00-3:00 PM
May 13, 2025 2:00-3:00 PM

GOVERNANCE COMMITTEE MEETINGS

February 20, 2025 8:30-9:30 AM
May 20, 2025 8:30-9:30 AM

VENTURA COLLEGE CAMPUS



VENTURA COLLEGE BUILDING LEGEND

- | | | |
|---|---|---|
| ADM..... Administration (EAC, RICOH Copy Center) | ELC English Learning Center (ESL/EngM) | PAC Performing Arts Center |
| AEC Athletic Event Center (Large Gym, Fitness Ctr) | EOP..... EOPS | SAB Studio Arts Building |
| AEP Auto Education Program | GH Guthrie Hall | SCI Sciences & Mathematics |
| ASC Applied Science Center | HSC Health Sciences Center | SSC Student Services Center
(Admissions & Records, Assessment, Career Ctr,
Counseling, Registration, Student Business Office, Transfer Ctr) |
| BCS Bookstore & Campus Services (Financial Aid) | HH Head House | S&R Shipping and Receiving /Warehouse |
| C Kinesiology (Small Gym) | LRC Library & Learning Resource Center
(Assistive Tech Training Ctr, Tutoring) | TR 4..... Classroom |
| CDC..... Orfaela Child Development Center at Ventura College | M Ceramics & Sculpture | TR 12-15 .. Trailer Classrooms (Between MAC & SSC Bldg.) |
| CRC..... Creative Resources Center (Student Health Ctr) | MAC Media Arts Center | TR 16..... Nursing Skills Lab (Between MAC & SSC Bldg.) |
| CSC..... Campus Student Center
(Student Activities, Welcome Ctr, CalWORKs,
Vending, Veterans Resource Center) | M&O Maintenance & Operations | VCS Ventura College Sportsplex |
| DRC..... Day Road Center - 71 Day Road
(Foundation, District Econ. Dev., Police) | MCE Multidisciplinary Center East | VCPD Ventura College Campus Police (Lost & Found) |
| ECT Environmental/Construction Technology | MCW..... Multidisciplinary Center West
(Career & Tech Ed., Vending) | WAM..... Welding/Auto/Manufacturing |
| | NMG New Media Gallery | WEC Wright Event Center |



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