



West Valley - Mission  
Community College District  
*Foundation*

**West Valley-Mission Community College District Foundation Board Meeting**

**APPROVED MINUTES**

**Monday, January 22, 2018**

**District Board Room**

**(West Valley College)**

**12:00 – 1:30 pm**

**I. Call To Order** (*President Bill Cooper*)

- Foundation President Bill Cooper called the meeting to order at 12:00 noon.

**II. Roll Call** (*Genina Gonzales*)

**Present:** Bill Allman, Keith Balch, Joanne Cao, Bill Cooper, Brad Davis, Len Duncan, Mike Foulkes, Dan Furtado, Genina Gonzales, Frank Jewett, Bill McFarland, Emmy Moore Minister, Daniel Peck, Dave Sandretto, Dan Schettler, Patrick Schmitt, Kevin Yan (prospective board member)

**Absent:** Jackie Costanzo, Mike Fox, Sr., Dick Schwendinger, Mark Waxman

**III. Introductions** (*President Cooper*)

- President Cooper welcomed new Board Member Kevin Yan.

**IV. Approval of the Minutes – Motion Required** (*President Cooper*)

- **Action Item:** Board Member Mike Foulkes made the motion to accept the January 22, 2018, Board meeting minutes. Board member Dan Furtado seconded the motion. **Motion passed with unanimous decision.**

**V. Finance Committee Report** (*Treasurer Bill McFarland*)

A. Review and Acceptance – **Motion Required** Draft of Foundation Audit (2016-2017)

- **Action Item:** Vice President Balch made the motion to accept the draft of the 2016-2017 Foundation audit. Board member Len Duncan seconded the motion. **Motion passed with unanimous decision.**
  - ❖ To secure the final draft, the representation letter has to be submitted to the external auditor.

B. Review and Acceptance – **Motion Required** Unaudited Foundation Financials (October – December 2017)

- **Action Item:** Past President Dave Sandretto made the motion to accept the last quarter Foundation financials. Board member Len Duncan seconded the motion. **Motion passed with unanimous decision.**

C. Quarterly Investment Report from Lindbrook

- Treasurer McFarland provided a positive financial report on the investment performance from Lindbrook Capital with a portfolio return of 11.83% for 2017.

**VI. President's Report**

- Cooper provided an update to the board, thanking them for their participation and fundraising support.

**VII. Election of New Board Member – Motion Required** (*President Cooper*)

- **Action Item:** Sandretto made the motion to accept the Kevin Yan as a Board member. McFarland seconded the motion. **Motion passed with unanimous decision.**

**VIII. Reports**

A. District Report – *Chancellor Patrick Schmitt*

- Chancellor Schmitt provided an update on the restructuring of the Office of Advancement with plans to create offices on both campuses. Each campus will have a director who will work closely together with the respective president. Schmitt added that in this model, the chancellor holds the executive director role. The hiring of the two directors is projected to take place by July 1, 2018, one for each campus to oversee foundation operations.

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- He mentioned that a Strategic Planning Session will be held in 2018 after the hire of the two directors. This session will be held at the residence of Board Member Foulkes. Date to be determined.
- The Chancellor's vision is for supporting community groups on each campus (Friends of West Valley College and Friends of Mission College) that will be advocates for increasing funds for scholarships and encouraging other channels of fundraising.
- Schmitt also mentioned the benefits of the new dean structure. He expressed interest in continuing to help develop a Foundation board of directors that is diverse and reflects those we serve throughout the district.

B. Mission College Report – *President Daniel Peck*

- **President Peck** provided an update on the new dean structure and its benefit to Mission College and the community.
- He invited Foundation board members to the ribbon-cutting reception for the Student Engagement Center (SEC) set for Wednesday, January 24. He offered to provide personal tours of the SEC to the Foundation Board.
- Peck provided an update on the plans for the removal of the old main building and the development of a new central plaza serving as a gathering place and conduit for the entire campus. He stated the new improvements will create a sense of “new beginnings” for the college and will continue to strengthen the overall identity of Mission.

C. West Valley College Report – *President Bradley Davis*

- **President Davis** provided an update on West Valley College and the projects he has in motion including buildings under construction.
- There are also plans for improvements in the area of athletics with the forthcoming naming of the Bruce Watson Water Polo Complex.
- With the hiring of several new deans, President Davis has been conducting a comprehensive dean training. He is very pleased with the new dean structure and sees the benefit to the college and the community.

D. WVMCCD Office of Advancement Report – *Executive Business Consultant Emmy Moore Minister*

- **Emmy Moore Minister**, Executive Business Consultant for the Office of Advancement, provided a brief progress report on donor relations and account holder services.

IX. **Old Business**

- Discussion took place regarding the upcoming bond measure. Chancellor Schmitt said that it would not be on the ballot for June, and it looked like it would be slated for the November election prior to Board of Trustee approval.

X. **New Business (2-minute limit per speaker)**

None.

XI. **Meeting Adjournment – Motion Required**

- The meeting was adjourned at 1:23 PM.

Minutes respectfully submitted by Genina Gonzales.

***Next Foundation Board Meeting***

Monday, April 23, 2018 | 12:00 – 1:30 PM | SEC-354 (Mission College Campus)