



West Valley - Mission
Community College District
Foundation

West Valley-Mission Community College District Foundation Board Meeting
APPROVED MINUTES
Monday, October 30, 2017
District Board Room
(West Valley College)
12:00 – 1:30 pm

Present: Bill Allman, Keith Balch, Joanne Cao, Bill Cooper, Len Duncan, Mike Foulkes, Dan Furtado, Genina Gonzales, Frank Jewett, Bill McFarland, Emmy Moore Minister, Daniel Peck, Dave Sandretto, Cindy Schelcher, Dan Schettler, Dick Schwendinger, Patrick Schmitt, John Swan, Kevin Yan (Guest)

Absent: Brad Davis, Mike Fox, Sr., Mark Waxman

- I. **Call To Order**.....Bill Cooper, President
 - President Cooper called the meeting to order at 12:09 PM.

- II. **Introductions**.....Bill Cooper, President
 - A. **Kevin Yan:** Guest (Prospective Board Member)
 - 1. Cooper turned the floor over to Kevin Yan and asked him to introduce himself to the group.

- III. **Review, Correction, and Approval: July 24, 2017, Foundation Board Meeting Minutes – Action Item**.....Bill Cooper, President
 - **Action Item:** Past President Sandretto made the motion to accept the July 24, 2017, Foundation Board meeting minutes. Board member Swan seconded the motion. **Motion passed with unanimous decision.**

- IV. **Finance Committee Report**.....Bill McFarland, Treasurer
 - A. Review and Acceptance: Unaudited Foundation Financials (Final June, July, August, September)
 - The only change on the preliminary June financials were the accruals. With the September financials, McFarland stated there was a little over \$1.2 million in cash in the short-term money market account, which Cao verified are all held for programs and services.
 - **Action Item:** Vice President Balch made the motion to accept the unaudited Foundation Financials (Final June, July, August, September). Board member Jewett seconded the motion. **Motion passed with unanimous decision.**
 - B. Quarterly Investment Report from Lindbrook
 - Investment Return for Quarter was 2.606%; for 9 months, the YTD was 8.45%, which was slightly over the portfolio benchmark.
 - The current total assets amount to \$19.7 million between cash investments and other assets allocated in subsequent schedules among the various funds. On a fiscal year basis, the YTD (July-September 2017) combination of interest, dividend, and investment gain was \$377,126. The total revenue was \$525,054. The total expense was \$512,871 including a scholarship expense of \$304,632.

- V. **District and College Reports**
 - A. District Report.....Patrick Schmitt, Chancellor
 - Chancellor’s report included the following items:
 - ❖ Revision of the administrative structure at both colleges and having deans connect directly with the Foundation addressing faculty needs and interests.
 - ❖ The Deferred Action for Childhood Arrivals (DACA) Resolution, which the WVMCCD Board unanimously agreed to and ratified in favor of.

- ❖ The proposed plan for the new bond campaign in 2018 and called for the support of the Foundation. The District already has a list of specific projects at both campuses.
- ❖ The California Promise with a goal of having the first two years of community college free for students. This is a joint venture with two school districts in the county—San Jose-Evergreen CCD and Foothill-De Anza CCD—to have a united front. Books are now far more expensive than tuition.

B. Mission College Report.....Daniel Peck, MC President

- President Peck’s report included the following items:
 - ❖ This year, enrollment is slightly up compared to prior years due to factors the colleges are doing to increase enrollment including reaching out to communities and offering scholarships.
 - ❖ The College instituted a new database called College Central Network designed to connect businesses/corporations/employers with students for high quality internships and apprenticeship programs.
 - ❖ Mission College is engaged in restructuring its operations recruiting deans for more effective communication with faculty and scheduling outreach to businesses and the community.
 - ❖ Held a DACA Advocacy Week, which Mission College supports and the annual STEM Week that evening with guest of honor NASA astronaut Jose Hernandez.
 - ❖ The installation of an art sculpture of concentric rings (Rondo VI) by world-renowned sculptor Bruce Beasley at the roundabout located between Lots A and B.
 - ❖ Thanked the Foundation for its college support especially with the passing of the Measure C Bond that availed the construction of the new facility that will open on Wednesday, January 24, 2018—the Student Engagement Center—which is up for a naming opportunity.

C. West Valley College Report.....Bradley Davis, WVC President

- President Davis was absent.

VI. **Foundation Executive Director Search Report**.....Patrick Schmitt, Chancellor

- The Chancellor mentioned that the last Foundation executive director recruitment yielded a very small pool of candidates and he did not think that this recruitment would be able to proceed. He added that it is very important that there be a strong hire for this position—someone who will impart stellar character and lead the organization to a vital future.

VII. **Executive Director’s Report**.....Patrick Schmitt, Chancellor and Emmy Moore Minister, Executive Consultant

- Foundation Executive Consultant Moore Minister’s report included the following items:
 - ❖ The Advancement Office is working in the areas of donor relations and account holder service/relations.
 - ❖ Encouraged the Board to attend the upcoming Campbell Veterans Memorial Foundation Fundraiser, the Mission City Fund event, and the Grand Opening of the Mission College Student Engagement Center.
 - ❖ Re-promotion of the Payroll Deduction Program.
- Cooper presented a report calling for donations from board members by end of 2017. The goal is for 100% participation from the Board by the end of 2017 encouraging donations in any amount that seemed fit. Currently, Board participation is at 61% for calendar year 2016.

VIII. **Meeting Adjournment**

- The meeting was adjourned at 1:38 PM.

Minutes respectfully submitted by Genina Gonzales.

Next Foundation Board Meeting
Monday, January 22, 2018
12:00 – 2:00 PM | District Board Room | WVC Campus