



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, November 10, 2020

4:00 PM

MEETING HELD VIA ZOOM

MEMBERS PRESENT

Susie Boutonnet
Dr. Linda Bynoe
Jeremy Green
Jason Griffin
Steve Haigler
Lewis Leader
Rob Lee
Stephan Lins
David Martin
Dr. Peter Purdue
Kelly Saunders
Joe Servi
Joyce Simon
Nathan Steen
Lin Sullivan
Ruth Thompson
Dr. Patsy Tinsley McGill

STAFF PRESENT

Beccie Michael
Karen Kelly
Allison Payne

MEMBERS ABSENT

Angelica Arroyo
Rosalyn Green
Jean Hurd
Adam Jeselnick
Andrew Liu

1. **Meeting called to order by Lewis Leader, Vice President at 4:04PM.**
2. **PUBLIC COMMENT**
There was no public comment.
3. **RECOGNITION /GUESTS**
There were no guests.
4. **APPROVAL OF OCTOBER 21, 2020 MINUTES – LEWIS LEADER**
Joe Servi made a motion to approve the October 21, 2020 Board meeting minutes.

Second: Rob Lee

All in Favor: Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Lewis Leader, Rob Lee, Stephan Lins, David Martin, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill

Nays: None

Abstentions: Ruth Thompson

Motion Carries.

5. **SPECIAL REPORT: MEASURE V – DAVID MARTIN & BECCIE MICHAEL**

Note: This item was presented after Item 6c.

- David thanked the Foundation for making the decision in August to contribute \$150,000 to the bond campaign. This incredibly important act set the tone that rippled throughout the entire institution, making it clear that the bond was necessary and that MPC is going to do everything we can to help our students.
- David stated that while election results have not yet been officially certified, it appears that Measure V will pass with approximately 63% of votes in favor.
- David commented that he cannot thank the Foundation Board enough for all of the support that it showed throughout our Measure V campaign, including those who served on the campaign committee.
- Beccie added her thanks and shared some information regarding statewide school construction bond results. Based on her research, it appears that only 3 community colleges sought bonds this year, and overall this was the lowest turnout for bonds that the State has seen in 20 years. Including K-12 school districts, 39 of 60 bonds passed (based on early results), and MPC was one of just two community colleges who passed a bond measure.
- Beccie mentioned that while we couldn't hold an in-person celebration following the bond's passing, we are looking forward to holding grand opening and re-opening ceremonies for the newly built or renovated buildings, and that all Foundation board members will be invited.

6. **REPORTS**

A. **COLLEGE REPORT – DAVID MARTIN**

Note: This item was presented after Item 6c.

- David Martin reported that enrollment is strong at MPC and Spring 2021 semester will be primarily online.
- We will soon begin planning for the Summer semester; at this point, it is unknown if it will be online or not.

B. **VICE PRESIDENT'S REPORT - LEWIS LEADER**

- Lewis shared that there will be a new Board Member Orientation on Thursday Dec 10th via zoom (starting at 2:30pm). We would like to have all board members attend for the introductions, which will take place from 2:30 to about 2:45pm. Please attend if you can to help welcome our new board members! Beccie will send info/zoom link via email soon.
- The Foundation is participating in the Monterey County Weekly Gives campaign, which kicks off this Thursday, Nov 12th. We know some of you have been waiting for this opportunity to make your annual contributions, which will receive approximately a 12% match.
- Lewis asked Beccie to clarify if President's Circle contributions would also be eligible for this match. Beccie confirmed that they would be if the donation is made through the Weekly Gives campaign. Otherwise, if sent directly to the Foundation, they would not.
- Lewis informed the Board that next month, we will resume our "Campus Presentations" with an overview of the MPC Fire Academy by coordinator, Greg Greenlee. We'll continue incorporating these into our monthly meeting agendas as time permits to stay abreast of MPC's many wonderful programs and services.

C. **EXECUTIVE DIRECTOR'S REPORT – BECCIE MICHAEL**

- Beccie shared that we recently mailed renewal letters to our Business Partners and a follow-up letter to our President's Circle (PC) mailing list asking those who have not joined yet this calendar year to contribute.

- We are mailing invitations this week to PC donors and Board members for a virtual Holiday Party on December 3rd at 5:30pm. This is going to be another super fun, interactive one-hour gathering with delivered party “kits” to those who RSVP on time. Please plan to join us!
- Evans College Incentive Program: this Thursday we’re hosting a virtual “advocate session” featuring two guest speakers – both MPC Alumni - who will share how MPC positioned them to be successful in their careers. I’m excited to share that one of the speakers is MPC Foundation Board Member, Nate Steen. The other is Alexandria Leavenworth who works at KSBW. We will also be sending the second \$500 incentive check to our freshman students who are continuing to meet all program requirements later this month.
- Beccie shared a summary of recently submitted grant proposals, which include:
 - National Science Foundation (NSF) Advanced Technological Education (ATE) grant – requested \$600k for MPC’s Auto Tech program
 - Department of Education Institutional Resilience and Expanded Postsecondary Opportunity (IREPO) grant - requested \$1.8 million to digitize workflow systems, expand support for vulnerable students, and provide professional development for online teaching & learning.
 - Rotary Club of Carmel-by-the-Sea –requested \$7,500 for Emergency Assistance and the Lobos Booster Club.
- This time of year, we are busy with grant reports, as well as working on the following new proposals:
 - Chevron – support for MPC STEM programming
 - Researching/planning for a potential USDE HSI STEM competition that we anticipate opening in December with a possible Feb due date.
 - Potential collaboration with CSUMB for their NSF IUSE grant.

7. **BUSINESS**

A. BOARD NOMINATIONS - RUTH THOMPSON

- Ruth reminded the board that last month, nominations for two new board members, Evelyne Lamson and Andrew Ausonio, were approved.
- The Nominating Advisory Group is presenting an additional New Board Member nominee: Linda Yellich
- Linda is a retired assistant superintendent and principal for the Salinas Elementary School District and resides in Carmel. She was an active participant on the Foundation's Scholarship Advisory Group last year, and has a passion for education.
- Together with the two new members we approved last month, approving Linda's nomination will bring us to 3 new board members. We are still working on another potential new member, so there may be an additional nominee brought forward at next month's meeting. Our goal was to add 3-5 new board members this year. With Linda's nomination, our total board membership for 2021 would be 21.

Patsy Tinsley McGill made a motion to approve the Nominating Advisory Group’s nomination for Linda Yellich to join the board in 2021.

Second: Susie Boutonnet

All in Favor: Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Lewis Leader, Rob Lee, Stephan Lins, David Martin, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Ruth Thompson, Dr. Patsy Tinsley McGill

Nays: None

Abstentions: None

Motion Carries.

- Next, Ruth presented the slate of 2021 Officer Nominations. We are pleased to present the following nominations for board officer positions:
 - President: Rob Lee
 - Vice President: Lin Sullivan
 - Treasurer: Jeremy Green
 - Secretary: Susie Boutonnet

Lewis Leader made a motion to approve the slate of 2021 Board Officers.

Second: Jason Griffin

All in Favor: Susie Boutonnet, Dr. Linda Bynoe, , Jeremy Green, Jason Griffin, Steve Haigler, Lewis Leader, Rob Lee, Stephan Lins, David Martin, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Ruth Thompson, Dr. Patsy Tinsley McGill

Nays: None

Abstentions: None

Motion Carries.

- Ruth thanked all of the members of the Nominating Advisory Group, which included: Susie Boutonnet, Linda Bynoe, Jean Hurd, Rob Lee, Andrew Liu, Kelly Saunders, Lin Sullivan, Ruth Thompson, and former board members Sharon Larson, Demi Briscoe, and Birt Johnson.

B. 2021 BOARD CALENDAR- BECCIE MICHAEL

- Beccie presented a draft 2021 Board Calendar (document included in the agenda packet and available upon request).
- Meetings and events will continue to be held via Zoom until further notice.

Ruth Thompson made a motion to approve the 2021 Board Calendar as presented.

Second: Joyce Simon

All in Favor: Susie Boutonnet, Dr. Linda Bynoe, , Jeremy Green, Jason Griffin, Steve Haigler, Lewis Leader, Rob Lee, Stephan Lins, David Martin, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Ruth Thompson, Dr. Patsy Tinsley McGill

Nays: None

Abstentions: None

Motion Carries.

C. REVIEW 2021 BUDGET - BECCIE MICHAEL

- Beccie provided an overview of the 2021 budget (document included in the agenda packet and available upon request).
- This is a more detailed and refined version than the preliminary overview we discussed last meeting. It is an information item today, and will be brought forward as an action item next month in order to go into effect in January.

- Beccie explained that at this time, we are not expecting to hold any special events in spring, but we do hope to have events by fall 2021. As such, the budget includes our Evening of Opportunity Gala, but not the President's Address or Lobo Hall of Fame. The Alumni Committee recently informed Beccie that they are hoping to hold their event in the fall, so that is also included. Also, we hope to have some kind of Booster event at the newly named Coach Pappas and Phillips Football Stadium, so there are some funds budgeted for that.
- Beccie pointed out that this budget concludes the implementation of a five-year plan to begin only using 4-6% of our unrestricted fund assets each year in order to balance our operating/unrestricted costs. This is a significant achievement and illustrates we are in a strong and sustainable position.
- Kelly Saunders inquired about Fiscal Agent Fee expenses. Beccie explained that when we charge our fiscal agent fee, it is really moving a portion of funds from the restricted fund to the unrestricted fund. Therefore, the fees show as income to the unrestricted fund, and a corresponding expense to the restricted fund. This is the case for our 1% admin fee on endowments, grant admin fees, and any other admin fees that we assess on restricted gifts.
- Beccie asked if the Board had any additional questions or feedback - there were no further questions or comments.

8. ANNOUNCEMENTS

- Lewis announced the MPC Board of Trustees election results (noting that these are not official/certified yet): Rosalyn Green, Libby Downey, Debbie Anthony, and Loren Steck (very close but he is leading at this point).
- Lewis also congratulated Mr. Martin again for securing the permanent position of Superintendent/President.
- Lewis reminded the board to please attend the New Board Member Orientation on December 10.
- Next Board Meeting will be on December 9, 2020 (Virtual Meeting) at 4:00 p.m.

9. **Meeting Adjourned by Lewis Leader at 4:52 PM**

Minutes presented by Beccie Michael on behalf of Susie Boutonnet, Secretary.