



MPC

FOUNDATION

MONTEREY PENINSULA COLLEGE

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, Dec 1, 2021

4:00 PM

MEETING HELD VIA ZOOM

MEMBERS PRESENT

Andrew Ausonio
Susie Boutonnet
Dr. Linda Bynoe
Jeremy Green
Jason Griffin
Steve Haigler
Jean Hurd
Dr. Alfred Hochstaedter
Dr. Jon Knolle
Evelyne Lamson
Rob Lee
Stephan Lins
Dr. Peter Purdue
Kelly Saunders
Joe Servi
Joyce Simon
Nathan Steen
Lin Sullivan
Ruth Thompson
Dr. Patsy Tinsley McGill
Linda Yellich

STAFF PRESENT

Beccie Michael
Allison Payne
Annie Tarbox

MEMBERS ABSENT

Rosalyn Green
Andrew Liu
Ruth Thompson

1. **Meeting called to order by Rob Lee, President at 4:04 P.M.**

2. **PUBLIC COMMENT**

There was no public comment.

3. **RECOGNITION /GUESTS**

Beccie introduced Annie Tarbox, our newest employee at the MPC Foundation. Annie was hired earlier this month as our new development and program assistant. Annie shared her excitement and shared that her daughter just started at MPC, so this job is especially relevant to her. The board welcomed Annie.

4. **APPROVAL of September 15, 2021, MINUTES – ROB LEE, PRESIDENT**

Joe Servi made a motion to approve the September 15th, 2021 minutes, as presented.

Second: Susie Boutonnet

All in Favor: Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None
Abstentions: None
Motion Carries.

5. **APPROVAL of October 20, 2021, MINUTES – ROB LEE, PRESIDENT**

Susie Boutonnet made a motion to approve the October 20th, 2021 minutes, as presented.

Second: Joe Servi

All in Favor: Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None
Abstentions: Dr. Hochstaedter and Dr. Tinsley McGill
Motion Carries.

6. **SPECIAL RECOGNITION - (ROB LEE, PRESIDENT)**

- Rob Lee wanted to take a minute and recognize the board members who are terming off and thank them for their time and service to the MPC Foundation. We have four individuals whose terms are ending with the MPC Foundation Board of Directors.
- **Andrew Liu** - we thank him for his service, although he was not able to attend many meetings due to his schedule, he was working behind the scenes, with PC contributions and helping establish relationships like the Business Partnership with Dole.
- **Kelly Saunders** - completing her third three-year term, which goes above and beyond! We thank Kelly for all her involvement with board meetings, and service on the scholarship advisory group and nomination advisory group. Kelly showed great involvement supporting the MPC Foundation including sponsoring a table at the 2019 Gala, which resulted in significant financial support and relationships with her guest. Kelly and her husband Frank have been PC members since 2007 and have reached our major donor level.
- **Ruth Thompson** - she was not able to join us today since she is traveling, but we wanted to thank her for her service. Ruth was our presidents in 2019. She has served on many committees, including Executive, Nominating, FASA and Finance. She has been a loyal PC member throughout her time serving on the board.
- **Dr. Peter Purdue** - joined the board as Gentrain representative in 2016. He has served on the FASA committee his entire tenure and has been the chair for the past two years. Extremely helpful with the Strategic Group who met regularly in 2018 and 2019. Also served on the Audit Committee and the Scholarship Advisory Group. Dr. Purdue and his wife Penny have been generous PC members since 2015.

7. **REPORTS**

A. COLLEGE REPORT – DR. JON KNOLLE, ACTING SUPERINTENDENT/PRESIDENT

- Dr. Jon Knolle thanked the board for letting him very temporarily step in for Dr. Martin who has taken the next step in his career and is no longer with MPC. As MPC is about to wrap up its fall 2021 semester, here are a few updates.
- As we all know, the past two years have been challenging, and although we are tired of talking about Covid, Dr. Knolle wanted to mention that it is a real issue and is present in our everyday operations at MPC. He wanted to thank all faculty and staff at MPC for helping our students and keeping them connected.

- We are concluding a semester of 30% face-to-face classes. In Spring 2022, we are hoping to increase our face-to-face classes to 65%.
- On that note, we are in the middle of implementing a Covid-19 vaccine mandate for students and employees, working through the logistics and creating an environment that is safe for our students and instructors.
- Dr. Knolle also shared that the Board of Trustees is in the final stages of selecting a roughly 18-month Interim Superintendent/President for MPC.
- Finally, Dr. Knolle wanted to thank the MPC Foundations board for their service and hard work for our students.

B. PRESIDENT'S REPORT – ROB LEE, BOARD PRESIDENT

- Rob Lee started his report by thanking all board members for this support this year. Rob expanded and wanted to share our accomplishments this year - thanks to our board members and their service, in alignment with our Governing Pillar from our current Strategic Plan, we:
 - Ensured efficient and effective financial oversight, with another clean financial audit
 - We have reviewed and updated numerous policies
 - We have improved our HR by adding resources for professional development for our staff and added longevity incentives
 - We have advanced in board engagement by adding numerous guest speakers from a variety of campus programs
 - We have identified new prospects to join the board next year.
 - So, thank you very much to all board members, as well as Beccie and her team for all the work this year.
- We decided not to have a Holiday Party in December due to health concerns, but we look forward to seeing everyone at our donor appreciation party in February - more details to come.
- Finally, if you have not made a financial contribution to the MPC Foundation yet, we are looking for 100% board giving participation regardless of the gift size. Please give before the year ends.

C. EXECUTIVE DIRECTOR'S REPORT – BECCIE MICHAEL

- Beccie started her report by thanking all board members and especially the ones terming off -thanks for your service, completing your terms and hanging in there; we will miss you. We look forward to celebrating you at the donor party in February next year.
- Total Funds Received in October 2021: \$105,120
- We are honored to have established the following new scholarships in the past month: the Fletes-Cristobal Adelante Award Fund, and the Ashton Family Scholarship.
- The Foundation is running Business Partners commercials in October and November recognizing all our corporate sponsors.
- As for grants, here are some updates:
 - \$5,000 from the Arts Council for Monterey County in support of MPC's Guest Authors Series
 - \$10,000 from the Peggy and Jack Baskin Foundation in support of the Evans College Incentive Program
 - \$24,500 received from Chevron in support of STEM work-based learning experiences for MPC students and equipment for MPC's Fabrication/Rapid Prototyping Lab
 - \$35,100 received from the Monterey Peninsula Foundation to support Equity-Based Student Internships and Professional Development Opportunities
 - In progress proposals: TRIO Upward Bound and Math Science Upward Bound, Pebble Beach Co.
- Emergency Rent & Utilities Assistance Program (ERAP): As of Nov 12, we have awarded approximately \$450,000 of this \$550k grant, with more payments in progress.

- Beccie gave a presentation regarding our Evening of Opportunity Gala, including some history and how the event has been doing since its inception in 2017. After the presentation (available upon request), Beccie shared the outcomes and the benefits from this event. Examples include opportunities to connect personally with donors, highlight MPC students and programs, meet new donors and tell them about MPC, and share the positive impact that giving to MPC Foundation has.
- Jean Hurd asked about the possibility of moving our Gala to the Spring. Beccie replied that it is definitely a possibility, now that President's Address might not be a conflict, but that would be in 2023 as spring 2022 is too soon at this point.

8. **BUSINESS**

A. **NEW BOARD MEMBER & 2022 OFFICER NOMINATIONS (Patsy Tinsley McGill)**

- Dr. Tinsley McGill started her presentation by thanking all members on the Nomination Advisory Committee. Ruth (Chair), Linda Bynoe, Andy Liu, Patsy Tinsley McGill, Kelly Saunders, Lin Sullivan, Birt Johnson (past board president) and Sharon Larson (past board secretary).
- The committee's goal this year was to bring three to five new board members to fill the seats of the board members timing out. We have four individuals that were selected and hoping to serve on our board. These five nominees were presented at the last meeting, but due to lack of quorum, this action item is here again today. These are the five board members we hope to welcome next year, they each bring a different set of skills we hope to incorporate next year:
- **Tom Clifford**, Computer Science teacher at Carmel HS, Robotics team advisor and Track and Field Coach. Tom and his wife have lived in Carmel for many years, and they are very involved in our educational community. They have raised their children locally; Tom is looking to get more involved with our community as his long teaching career comes to an end.
- **Maria Rengifo-Ruess**, who is an adjunct professor at CSUMB and an international consultant. Maria is serves on the Barry M. Goldwater Scholarship and Excellence in Education Foundation after being nominated by President Obama and confirmed by the US Senate in Sept 2011. She also serves on the Board of Directors for Great Minds in STEM. Having moved from Washington DC to Carmel, she is getting very involved in the community, particularly with STEM and girls in STEM activities.
- **Theresa Wright**, who is the Community Outreach Coordinator, Transportation Agency for Monterey County (TAMC) and formerly worked for KSBW where she led the Jefferson Awards and other community programs for more than 10 years. She is an engaged community member, participating with the Village Project, NAACP, and other non-profits; and is well-known and respected for her thoughtful insights and knowledge.
- **Steve Cardinalli**, who works in property management and brings a strong business-minded background. Steve is a leader in Boy Scouts, and White Stag - a leadership program for local youth. He also carries the title of "Exalted Ruler" for the Monterey Elks Lodge association. In addition, Steve has a son who is currently attending MPC.
- **Mary Alice Rennick**, who has been nominated by the Gentrain Board (since Peter Purdue is unfortunately terming out at the end of 2021). After her career in Atmospheric Studies, Mary Alice moved to Monterey in 1981. She has taught at NPS (Navy Postgraduate School) many different course including metrology and oceanography until she retired in 2004. She joined the Gen Train Society at MPC in 2018 became part of board and became the president in 2020. She participates in Home Associations board, SPCA board and enjoys outdoor activities.
- Dr. Tinsley wanted to also share the MPC Foundation board officers for next year, which will be the same as 2021: Rob Lee as President, Lin Sullivan as Vice-President, Jeremy Green as Treasurer, and Susie Boutonnet as Secretary. There are two at large Executive Committee Members to serve, which will include Stephan Lins and Nate Steen.
- President Lee suggested that we do this voting in two motions: one for the new board members and one for the 2022 BOD Officers.

Dr. Patsy Tinsley McGill made a motion to approve the Incoming Board Members as presented.

Second: Jean Hurd

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Ruth Thompson, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None

Abstentions: None

Motion Carries.

Linda Yellich made a motion to approve the 2022 slate of officers as presented.

Second: Jason Griffin

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Ruth Thompson, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None

Abstentions: None

Motion Carries.

B. FASA Recommendation (Dr. Peter Purdue, FASA Advisory Group Chair)

- Dr. Purdue started by letting the board know that this item was presented at the last board meeting. This one proposal has been recommended for approval.
- A professor from the mathematics department requested to attend a conference in Phoenix. Dr. Purdue share that the Advisory group thought it was important for this professor to attend.
- Beccie shared what was suggested at the last meeting given the timing of the conference, which was to allow reimbursement after the Board approves.

Jean Hurd made a motion to approve this FASA recommendation and reimbursement as presented.

Second: Dr. Alfred Hochstaedter

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None

Abstentions: Ruth Thompson

Motion Carries.

C. 3RD QUARTER FINANCIAL STATEMENTS (Jeremy Green, Treasurer)

- Jeremy was unable to attend this meeting, but this recommendation was presented in full at the last meeting.

- Jason Griffin reviewed the financials starting with the Profit and Loss statement and the Balance Sheet.
- All and all, it is another positive quarter financially for the MPC Foundation. T
- These statements have been recommended for approval by the Finance Committee and again, presented to the Board at the last meeting.

Joe Servi made a motion to approve the 3rd Quarter Financial Statements as presented.

Second: Dr. Patsy Tinsley McGill

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None

Abstentions:

Motion Carries.

- Dr. Alfred Hochstaedter suggested that when financial statements are presented, it would be helpful if the person presenting could share their screen so we can follow along. President Lee welcomed the comment and agreed that this can be an implementation for our next board meeting.

D. REVIEW & APPROVE 2022 BUDGET (Beccie Michael)

- Beccie presented the budget while sharing her screen, which has been presented as information for the past two meetings.
- Beccie explained the plans for 2022 and how it would compare to 2021.
- Dr. Alfred Hochstaedter noticed a problem with row 21 column E, the \$101,500.00 total (for prior year Special Event expenses) does not seem to be correct. Beccie confirmed that it should add to \$60,000 and will amend this since this is a mistake in the formula.
- Kelly Saunders asked about how the public support has been budgeted to increase so much. Beccie explained how this item has been increasing over the last few years, and we have previously under-budgeted to be cautious. Since we have been consistently growing, to be more realistic we need to reflect our growth in the budget.

Jason Griffin made a motion to approve the 2022 Budget as adjusted based on the correction for prior year in row 21, column E.

Second: Jean Hurd

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None

Abstentions: None

Motion Carries.

E. 2022 BOARD CALENDAR (Beccie Michael)

- Beccie shared the draft 2022 Calendar and discussed each item with the board. (Document available upon request).
- Joyce Simon asked Beccie to please share the doc via email, Beccie replied that once the calendar is approved it will be shared via email with the whole Board.

Dr. Alfred Hochstaedter made a motion to approve the 2022 Board Calendar as presented.

Second: Jean Hurd

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Jeremy Green, Jason Griffin, Steve Haigler, Jean Hurd, Dr. Alfred Hochstaedter, Dr. Jon Knolle, Evelyne Lamson, Rob Lee, Stephan Lins, Dr. Peter Purdue, Kelly Saunders, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, and Linda Yellich

Nays: None

Abstentions: Ruth Thompson

Motion Carries.

F. 2022 BOADR COMMITTEES & ADVISORY GROUPS - Beccie Michael

- Beccie explained that every year she organizes this list so that Board members can participate on the various committees and advisory groups, Beccie asked board members to let her know if anyone would like to join a committee or cannot commit to the ones they have been selected for; this is an informational item and re-assignments can be made throughout the year.
- Beccie mentioned that there a few new groups, like the Campaign Planning Group for naming and endowment campaigns, and Advisory Group for the Evans College Incentive Program. Another new one will be our Strategic Planning for the next year.

9. ANNOUNCEMENTS

- Rob Lee thanked all board members and wished everyone happy holidays.
- Next Board Meeting will be on January 19, 2022 (most likely virtual meeting) at 4:00 p.m.

10. Meeting Adjourned by Rob Lee at 5:22 PM

Minutes presented by Gerardo Olivares on behalf of Susie Boutonnet, Secretary.