



MPC

FOUNDATION

MONTEREY PENINSULA COLLEGE

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, Jan 19, 2022

4:00 PM

MEETING HELD VIA ZOOM

MEMBERS PRESENT

Andrew Ausonio
Susie Boutonnet
Dr. Linda Bynoe
Steve Cardinalli
Tom Clifford
Jeremy Green
Dr. Alfred Hochstaedter
Jean Hurd
Evelyne Lamson
Rob Lee
Stephan Lins
Mary Alice Rennick
Maria Ruess
Joe Servi
Joyce Simon
Nathan Steen
Lin Sullivan
Dr. Patsy Tinsley McGill
Theresa Wright
Linda Yellich
Marc Zacovic, Ph.D.

STAFF PRESENT

Beccie Michael
Gerardo Olivares
Allison Payne
Annie Tarbox

MEMBERS ABSENT

Debbie Anthony
Jason Griffin
Steve Haigler

1. **Meeting called to order by Rob Lee, President at 4:03 P.M.**
2. **PUBLIC COMMENT**
There was no public comment.
3. **RECOGNITION /GUESTS**
Loren Steck, MPC Trustee.
4. **APPROVAL of January 12, 2022, MINUTES – ROB LEE, PRESIDENT**
Joyce Simon made a motion to approve the January 12, 2022, minutes as presented.
Second: Susie Boutonnet

All in Favor: Susie Boutonnet, Dr. Linda Bynoe, Steve Cardinalli, Tom Clifford, Jeremy Green, Dr. Alfred Hochstaedter, Jean Hurd, Evelyne Lamson, Rob Lee, Stephan Lins, Mary Alice Rennick, Maria Ruess, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, Theresa Wright, Linda Yellich and Marc Zacovic, , Ph.D.

Nays: None

Abstentions: Maria Ruess

Motion Carries.

5. **BOARD MEMBER INTRODUCTIONS (ROB LEE)**

- Rob Lee introduced himself to the Board and asked every Board member and staff to say a brief introduction and share something about themselves. The Board then welcomed the new board members.

6. **BUSINESS**

A. **DETERMINE FORMAT FOR FEBRUARY 16 BOARD MEETING – ROB LEE**

- Rob shared that is a procedure very similar to our last board meeting and this will be a recurrent item on our agendas every month. This is a resolution to authorize the remote meeting if we choose to do so.

Dr. Alfred Hochstaedter made a motion to adopt the resolution as provided to meet online for the next 30 days

Second: Linda Yellich

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Steve Cardinalli, Tom Clifford, Jeremy Green, Dr. Alfred Hochstaedter, Jean Hurd, Evelyne Lamson, Rob Lee, Stephan Lins, Mary Alice Rennick, Maria Ruess, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, Theresa Wright, Linda Yellich and Marc Zacovic, Ph.D.

Nays: None

Abstentions: None

Motion Carries.

B. **ADOPT RESOLUTION AUTHORIZING DESIGNATED SIGNORS – ROB LEE**

- Rob Lee presented this item and explained that the resolution will include bank accounts, contracts, and any other official documents for the Foundation. We have a list with seven signors that would be approved by this resolution. Rob asked if there are any comments or questions about this item.

Dr. Patsy Tinsley McGill made a motion to adopt resolution authorizing designated signors as presented

Second: Lin Sullivan

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Steve Cardinalli, Tom Clifford, Jeremy Green, Dr. Alfred Hochstaedter, Jean Hurd, Evelyne Lamson, Rob Lee, Stephan Lins, Mary Alice Rennick, Maria Ruess, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, Theresa Wright, Linda Yellich and Marc Zacovic, Ph.D.

Nays: None

Abstentions: None

Motion Carries.

C. **PERSONNEL POLICY UPDATE – BECCIE MICHAEL**

- Beccie Michael presented the reasons behind the policy update and reminded all board members that as an auxiliary entity, the MPC Foundation tries to parallel MPC's employee benefits to the greatest extent possible, including holiday schedules. The proposed updated would add two new holidays that were added in 2021 by MPC when they revised their academic calendar. Beccie asked the Board to please review page 4 of the policy.
- Beccie recommended that we updated the MPC Foundation Personnel Policy and add these two paid holidays for MPC Foundation employees who qualify.

- Theresa Wright had a question, not about the Holiday schedule but on page 7, about certain instances when employees could have permission to acquire personal gain. After a discussion of board members and staff, it was agreed that this specific part of the policy for personnel would be reviewed and Beccie will bring more information and a possible recommendation back to the Board at its next meeting. As of now, the changes will only be made for the holiday schedule that Beccie presented.

Linda Bynoe made a motion to adopt the Personnel Policy update as presented.

Second: Susie Boutonnet

All in Favor: Andrew Ausonio, Susie Boutonnet, Dr. Linda Bynoe, Steve Cardinalli, Tom Clifford, Jeremy Green, Dr. Alfred Hochstaedter, Jean Hurd, Evelyne Lamson, Rob Lee, Stephan Lins, Mary Alice Rennick, Maria Ruess, Joe Servi, Joyce Simon, Nathan Steen, Lin Sullivan, Dr. Patsy Tinsley McGill, Theresa Wright, Linda Yellich and Marc Zacovic, Ph.D.

Nays: None

Abstentions: None

Motion Carries.

7. INFORMATION/REPORTS

A. COLLEGE REPORT (DR. MARK ZACOVIC, INTERIM MPC SUPT./PRESIDENT)

- Dr. Zacovic announced some updates, but as it is only his second day on the job, he does not have a formal college report.
- Currently we are looking closely at ensuring employee and student safety related to COVID
- Classes start back on the 21st of this month, and this week we are conducting Flex Day activities, which involves staff development for faculty and other employees.
- Enrollment is down and we are looking at strategies to correct that.
- At the next board meeting, Dr. Zacovic will have a more formal report.

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

- Rob Lee shared that he was very happy to announce that we had 100% board participation in board giving for 2021. Collectively, the MPC Foundation Board donated \$26,490 to the MPC Foundation, so thank you very much! This is a strong signal not only for the board members, but for the community, that the board is supporting the students at MPC.
- MC Gives report: this was our best year yet, we raised \$36,558, which is quite a bit more than prior years. This is a great testament to the efforts of the Foundation in our community.
- Next, we are happy to announce that one of our board members, Susie Boutonnet, will be honored by the Monterey Bay Business Hall of Fame Luncheon. This will take place on January 28th and MPC is sponsoring a table, and we are looking forward to this event. Rob wanted to congratulate Susie on this outstanding achievement and her recognition.
- Lastly, please think of prospects for future MPC Foundation board members, and feel free to share and keep in mind anyone in your circle that you think might be a good fit as a MPC Foundation Board member.

C. EXECUTIVE DIRECTOR'S REPORT & EVENT UPDATES – BECCIE MICHAEL

- Beccie shared that the 2021 Financial Statements are going to the finance committee early in February and will be presented to the board at our February meeting. In the meantime, she is happy to announce that we raised over \$2 million last year, so thank you all for helping us achieve that.
- As for grants, we have the following to report:
 - Recently submitted: Pebble Beach Company Foundation – request to support Evans CIP
 - In progress proposals: TRIO Upward Bound

- Coming soon: TRIO Upward Bound Math Science
- Our Scholarships updates are as follows: Applications from students are coming in; and two workshops have been conducted so far, with the next one scheduled for Feb 2nd. Students are also able to schedule 1:1 assistance with Gina via zoom and many are taking her up on that offer. We added 7 new donor-established scholarship funds in 2021, so we now have 81 separate scholarship funds.
- Updates on Evans CIP:
 - Just opened nomination cycle today, closes on Feb 25
 - Invited over 60 schools/organizations to submit nominations
 - The advisory group will meet on Feb 9th (orientation) and March 4 (selection)
 - We are holding a spring semester check-in event on Jan 27th for current CIP students (virtually) and then sending checks to those who are on track/meeting program requirements.
 - We invited CIP students to the next scholarship workshop (2/2) as their monthly advocate session this month
 - In 2021, we surpassed \$1 million mark for funds raised for this program! 90%+ of this directly goes students, which is only possible because of the partnership with student services at MPC.
 - Beccie will be presenting about the program at a national conference for community college professionals in March.
- Beccie shared that we have made the difficult decision to cancel the donor appreciation party originally planned for Feb 24th. It is difficult to predict where we'll be COVID-wise by then, and weather is equally unpredictable, making an outdoor event challenging. We are preparing a special mailing to send to donors who otherwise would have been invited to the party, highlighting some of the 2021 accomplishments that were made possible by their contributions.
- Plans for the Lobo Hall of Fame event are continuing to move forward (by mid-March we anticipate being able to safely hold an event like this). We've been in contact with each of the 2020 nominees and are in the process of confirming their participation. We expect to have the list finalized and tickets will go on sale by next week.

D. ANNUAL CONFLICT OF INTEREST FORMS (ROB LEE)

- Rob Lee asked board members to please complete the MPC Foundation Conflict of Interest Forms (Beccie will share a link for Conflict-of-Interest Forms) for our auditors.
- Joyce asked for the form to be emailed to the Board; Beccie confirmed she would send it by email soon.

8. ANNOUNCEMENTS

- Linda Yellich wanted to thank Beccie for the information that she sent about Dr. Martin Luther King, Jr.'s visit to MPC- it was great information.
- Next Board Meeting will be on February 16, 2022 (virtual meeting) at 4:00 p.m. and Beccie will send the materials and zoom link.

9. Meeting Adjourned by Rob Lee at 4:52 PM

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