



MPC

FOUNDATION

MONTEREY PENINSULA COLLEGE

EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, July 21, 2021, 4:00 p.m.

Meeting Held Via Zoom

MEMBERS PRESENT:

Susie Boutonnet
Jeremy Green
Rob Lee
Stephan Lins
Ruth Thompson

MEMBERS ABSENT:

Angelica Arroyo
David Martin
Lin Sullivan

STAFF PRESENT:

Beccie Michael

1. **CALL TO ORDER**
Meeting called to order: 4:04 p.m. by Rob Lee
2. **RECOGNITION/GUESTS**
None
3. **PUBLIC COMMENT**
None
4. **APPROVAL OF MINUTES – Rob Lee**
Approval of March 20, 2020, minutes
Motion by Susie Boutonnet to approve minutes as presented
Second: Ruth Thompson
Ayes: Boutonnet, Green, Lee, Lins, Thompson
Nays: None
Abstentions: None
Motion Carries.
5. **COLLEGE REPORT – David Martin**
 - President David Martin was not able to attend the meeting so no report was given.
6. **PRESIDENTS REPORT – Rob Lee**
 - President Lee shared that this meeting was going to be about planning for in-person Board meetings, but then we deferred to the Board of Trustees at MPC to see how they were handling their meetings at this time. At this point, we are continuing with remote meetings.
 - The Assembly Bill that temporarily modifies the Brown Act to allow for remote meetings expires on September 30th; if there is no change to that, we will meet in-person for our October meeting.
 - Beccie added that we are still able to teleconference, we continue to follow certain guidelines to adhere to the Brown Act.
 - Rob wanted to remind everyone that the August BOD meeting was changed by a week; please remember that MPC Foundation Board meeting will be on August 18th, 2021.
7. **EXECUTIVE DIRECTOR'S REPORT – Beccie Michael**
 - Beccie Michael shared that Monterey Credit Union renewed their Elite Business Partner membership with us, that was a generous \$10K unrestricted donation.
 - We are getting ready for Booster renewals, which start on August 15. This time we are starting to promote renewals and new memberships earlier and with a more digitally-focused campaign such as social media posts and E-newsletters, and we will also send a mailer in the beginning of August.
 - As far as grants go, we are working on our 2021 MC Gives campaign application, as well as

requests to Monterey Peninsula Foundation and the Rotary Club of Carmel by the Sea. We also have a few pending grants: the Union Bank Foundation, and a \$3.5-million HSI STEM Grant from the Department of Education

- Beccie also shared we recently facilitated a VIP Sushi dinner catered by MPC hospitality faculty and students at the Eastman's residence. This was a dinner that was purchased in the auction at our 2019 Gala. It was a great success!
- For the ERAP Program, we can now pay 100% of rent for qualifying students. This will be a bit of an accounting hurdle, but we are making it work and so far, we have spent \$140K of the \$500K grant.

8. UPDATE & RECOMMENDATION RE STAFFING NEEDS - Beccie Michael

- Beccie Michael explained that this is a massive milestone for the Foundation because this is the first time we are proposing to grow our team since her arrival in 2013. We have re-structured some positions, added more hours making more full-time employees, but this is truly the first time we are adding another employee to our roster.
- Please follow along with the attached memo. This is tied to our strategic plan that was developed in the past few years, so we are finally in the position to add another employee to continue to grow and expand.
- Beccie explained to the board how long-term estate gifts are coming in, and how getting more grants and continuing to grow creates more work for our office, so this is the right time to expand our team.
- Beccie summarized how with recent grant awards and other gifts and projects, we are creating more revenue but at the same time we are creating more work, so the recommendation is to bring one more full-time employee on board to keep the Foundation growing. The three main areas of this new position will be Development support, Programs (more specifically scholarships to help Gina), and Special Events coordination.
- Beccie asked if anyone had any questions or comments.
- Jeremy noted that this all seems to make sense, the way it was presented, and the Foundation needs the growth, and Susie agreed.
- The Executive Committee continued to discuss adding of this position, and some recommendations were made. President Lee commented that he is in favor of this recommendation for all the reasons presented and commented this is where the Foundation is heading with steady growth.

Jeremy Green made a motion to approve this recommendation to be brought up to the Board of Directors as presented.

Second: Ruth Thompson

Ayes: Boutonnet, Green, Lee, Lins, Thompson

Nays: None

Abstentions: None

Motion Carries.

ANNOUNCEMENTS

None.

Meeting adjourned at 4:38 p.m. by Rob Lee

Minutes respectfully submitted by Gerardo Olivares, Data and Digital Communications Manager