



MPC

FOUNDATION

MONTEREY PENINSULA COLLEGE

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, February 21, 2024

4:00 PM

MEETING IN PERSON AND ZOOM

MEMBERS PRESENT

Carla Becerra
Tom Clifford
Jeremy Green
Fred Hochstaedter
Maria Ruess
Mary Alice Rennick
Joyce Simon
Theresa Wright
Jeanette Walton
Linda Yellich
Jason Griffin
Ron Eastman
Patricia Milowicki
Tom Pesce
Peter Purdue
Joe Servi

MEMBERS ABSENT

Debbie Anthony
Andrew Ausonio
Steve Cardinalli
Evelyne Lamson
Dr. Fulbright, III
Steve Haigler
Pamela Stewart
Nathan Steen

STAFF PRESENT

Beccie Michael
Gina Bianchi
Gerardo Olivares
Jessica Uhlig
Annie Tarbox
Karen Kelly

1. **CALL TO ORDER**

Meeting called to order by Jeremy Green, President at 4:05 P.M.

2. **PUBLIC COMMENT**

There was no public comment.

3. **RECOGNITION/GUESTS**

4. **APPROVAL of JANUARY 31, 2024 MINUTES (Jeremy Green, President)**

Joe Servi made a motion to approve the January 31, 2024 Minutes, as presented.

Second: Linda Yellich

All in Favor: Ron Eastman, Jeremy Green, Fred Hochstaedter, Patricia Milowicki, Tom Pesce, Peter Purdue, Mary Alice Rennick, Jeanette Walton, Linda Yellich, Joe Servi, Carla Becerra, Tom Clifford, Joyce Simon

Nays: None

Abstentions: Maria Ruess, Theresa Wright, Jason Griffin

Motion Carries.

5. **CAMPUS PRESENTATION: Work Experience Program (Carla Becerra, Work-Based Learning Coord. & Lindsay Peelman, Faculty)**

Ms. Becerra and Dr. Peelman presented on MPC's Work Experience Program. They described the program and reviewed the enrollment numbers beginning when the program was dormant after the 2019 Director's retirement. After Dr. Peelman's efforts, the program enrollment has increased dramatically. Ms. Becerra described the Career Academy that helps students with their resumes, cover letters, interview preparation, and connects them with employers that align with their major or career goals. They reviewed the steps that they took to become more accessible to the Hispanic student community and how internship relationships are formed to be optimal and longstanding. Dr. Peelman also described her work to create seven new new Work Experience Education classes to earn college units for job, internship, or volunteer experience.

6. **BUSINESS**

A. **Faculty & Staff Advancement Awards (Linda Yellich, Chair)**

- Ms. Yellich informed the board that there were three applications for February, two of which are recommended to be fully funded and one was deferred to next month.
- Jaye Luke is a full time faculty member and acts as the Louie the Lobo Mascot, serving at sports events, rallies around campus etc. Jaye Luke is requesting \$1,500 to attend Mascot camp to learn new techniques to generate enthusiasm among students and enhance involvement. After she returns, she is willing to provide a workshop at MPC for others interested in acting as Louie the Lobo. The committee agreed to recommend this request for a full award.
- Gamble Madson is a full time faculty member in the Creative Arts department, requesting \$2,500 to attend and present her original research at the International Medieval Congress at the University of Leeds, UK. This event will provide an important opportunity for professional development and promoting MPC on an international stage. The information and resources gleaned from attending this presentation will be integrated into current MPC art courses and Gentrain program. The committee discussed this at length and agreed to recommend this request for a full award. .

Mary Alice Rennick made a motion to approve the FASA Advisory Group's recommendations, as presented.

Second: Maria Ruess

All in Favor: Ron Eastman, Jeremy Green, Fred Hochstaedter, Patricia Milowicki, Tom Pesce, Peter Purdue, Mary Alice Rennick, Jeanette Walton, Linda Yellich, Joe Servi, Carla Becerra, Tom Clifford, Joyce Simon, Maria Ruess, Theresa Wright, Jason Griffin

Nays: None

Abstentions: None

Motion Carries.

B. **2023 Financial Statements (Maria Ruess, Treasurer)**

- Ms. Ruess discussed the details of the balance sheet and profit and loss statements. She focused on the new items to ensure the Board is aware of the format changes. This included the operating reserve and a new line item for long term investments under the new nomenclature "MPC Funds in Trust."
- The profit and loss income statement carryover shows that the organization is running well. This typically includes grant awards and other donations that may have been received late in the year but are intended to be spent this year.
- Overall, 2023 was a very positive year both for fundraising and controlling expenses.

Joyce Simon made a motion to approve the 2023 Financial Statements, as presented.

Second: Joe Servi

All in Favor: Ron Eastman, Jeremy Green, Fred Hochstaedter, Patricia Milowicki, Tom Pesce, Peter Purdue, Mary Alice Rennick, Jeanette Walton, Linda Yellich, Joe Servi, Carla Becerra, Tom Clifford, Joyce Simon, Maria Ruess, Theresa Wright, Jason Griffin

Nays: None

Abstentions: None

Motion Carries.

C. Gift Fee Taskforce Recommendation (Fred Hochstaedter, Chair)

- Mr. Hochstaedter presented a recommendation for collecting a sustainability allocation from restricted donations through the proposed new Sustainability Allocation Policy.
- Other college foundation policies were reviewed to provide the framework in implementing this policy. The Gift Fee Taskforce discussed the financial goals, and would like to allocate 7% of all donations with a restricted purpose towards sustaining Foundation operations. This includes covering Foundation staff compensation and other items listed in the draft policy, providing essential support in numerous ways.
- Relationship development is critical in the fundraising process and we will rely on Foundation staff to implement the Policy.

Jason Griffin made a motion to approve the Sustainability Allocation Policy, as presented.

Second: Mary Alice Rennick

All in Favor: Ron Eastman, Jeremy Green, Fred Hochstaedter, Patricia Milowicki, Tom Pesce, Peter Purdue, Mary Alice Rennick, Jeanette Walton, Linda Yellich, Joe Servi, Carla Becerra, Tom Clifford, Joyce Simon, Maria Ruess, Theresa Wright, Jason Griffin

Nays: None

Abstentions: None

Motion Carries.

7. INFORMATION/REPORTS

A. College Supt./President's Report (Dr. Marshall Fullbright, III)

- Tabled due to Dr. Marshall Fulbright's absence

B. President's Report (Jeremy Green)

- Jeremy Green reported that the external auditors will be here the week of 2/26 to audit financial statements as well as policies and procedures. The audit report will be completed in May and will be reviewed by the Audit Committee, then presented to the Board for approval shortly after.
- Conflict of interest forms are still needed from some Board members, these are required annually.
- Please consider filling out the Board Support for the Strategic Plan form previously provided. This will be resent by Foundation staff who will also review and follow up with more information on how to proceed.

C. Executive Director's Report (Beccie Michael, Executive Director)

- Ms. Michael thanked the members for attending the "Year in Review: Empowered by You" virtual event on 2/8/24. We had a great Board turnout and the recording is posted on the Foundation website for anyone who missed it.
- She let the Board know that campus presentations are typically held monthly to let the Board get to know different areas of the college such as FASA recipients, etc. Please let

us know if you are interested in a particular program and we will work to get that scheduled.

- We received a \$10,000 grant in support of the Emergency Assistance Program from the CFMC Women's Fund.
- We submitted a proposal to the Bank of America Charitable Foundation requesting \$15,000 in support of the MPC Internship Endowment.
- Three more proposals are currently in development and will be submitted soon.
- CIP Advisory Group meets next Monday 2/26/24 at 4pm for an orientation to the program and group's purpose. Feel free to join us if you're interested.
- Scholarship applications are open and workshops are wrapping up. We have 936 applications that were started and 136 completed applications as of today.
- Ms. Michael presented slides for Using Data Analysis to Drive Strategic Growth. She focused on the ROI calculations that include staff time estimates, revenue, and expenses. She started with key areas including the Lobo Hall of Fame that is an entirely unrestricted. This event benefits alumni connections, new donor acquisition, and positive PR and marketing for MPC and the Foundation. This year the Foundation employed strategies to improve ROI and we are seeing good increase already. The second key area is the Gala. The goal is to improve ROI while maintaining Gala benefits by reducing staff time, and/or reduce other expenses, and/or increasing revenue. The Foundation has considered adjusting the model by refreshing the entertainment, employing a new format, selecting new venue, and moving the event to earlier in the year.

8. ANNOUNCEMENTS

- Next Board Meeting, March 20, 2024, 4:00-5:00pm (BMC 204)

9. Meeting Adjourned by Jeremy Green at 5:49 PM

Minutes presented by Jessica Uhlig on behalf of Evelyne Lamson, Secretary.