



**MIRACOSTA COLLEGE FOUNDATION BOARD
REGULAR MEETING**

Tuesday, November 14, 2023 3:00-5:00 p.m.

MiraCosta College Community Learning Center
(1831 Mission Ave, Oceanside, CA 92058; Room 127)

Members of the community not able to attend in person can access the live stream here:
<https://linktr.ee/miracostacollegefoundation>

Board of Directors Members:

Alec Babiarz, Bruce Bandemer, Hema Crockett, Jimmy Figueroa, Janice Kurth, Hap L'Heureux, David McGuigan, Cindy Musser, Karen Pearson, Val Saadat, Sudershan Shaunak, Tim Snodgrass, Denise Stillinger, Kimberly Troutman, Sharon Wiback

Board Prospects Invited:

Angela Babiarz, Dottie Benson, Alma Flores, Amy McNamara, Diane Mills

Emeritus Board Members:

Martha Gresham, Knox Williams, Gary Wrench

Guests/Advisors:

Carl Banks, Raye Clendening, Timothy Flood, John Makevich, Bianca Rosales, Leila Safaralian

Staff Support:

Tori Fishinger, Kristen Huyck, Elizabeth Lurenana, Tina Ortiz, Shannon Stubblefield

AGENDA

MiraCosta College Foundation Mission:

Promote the benefits of MiraCosta College and secure resources that transform lives.

MiraCosta College Foundation Vision:

Educational opportunities for all.

Land Acknowledgement:

We acknowledge the original caretakers of the land on which MiraCosta College is built. The Luiseno people are made up of seven bands: the La Jolla, Pala, Pauma, Pechanga, Rincon, San Luis Rey, and Soboba. We pay our respects to the Luiseno – past, present, and emerging, and are grateful to have the opportunity to be part of this community and to honor their history, culture, and spirit.

I. CALL TO ORDER

This meeting will be live-streamed and recorded.

II. ROLL CALL, WELCOME (5 minutes)

III. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

IV. CHANGES IN AGENDA ORDER

V. CONSENT AGENDA (5 minutes)

A. Approval of New Board Members

- i. Angela Babiarz
- ii. Dorothy (Dottie) Benson
- iii. Alma Flores

- iv. Amy McNamara (Wynne)
- v. Diane Mills
- B. Regular Meeting Minutes of August 15, 2023
- C. Board Prospect Selection Process Flow Chart
- D. New Board Member Onboarding Process Flow Chart

VI. INTRODUCTIONS (15 minutes)

VII. PRESENTATION(S) (25 minutes) (Makevich)

- A. Community Learning Center

VIII. COMMITTEE, AD HOC AND TASK FORCE REPORTS (40 minutes)

- A. Finance Committee (Bandemer)
 - i. Review & Approve FY22/23 Year End Financial Statements & Recap – **Action Required**
 - ii. Review & Approve FY23/24 Q1 Financial Statements & Recap– **Action Required**
 - iii. Review Annual Dashboard
 - iv. Key Performance Indicators
- C. Governance & Nominations Committee (Stillinger)
 - i. FY24/25 Slate of Officers
 - a. [Board Officer Election Policy](#)
- D. Comprehensive Campaign Ad hoc Committee (McGuigan)
 - i. CONGRATULATIONS!!!!
 - ii. December 6, 2023: Campaign Celebration Event and Holiday Concert
- E. Innovation Grants and Scholarships Ad hoc Committee (Saadat)

IX. COLLEGE UPDATES (25 minutes)

- A. Board of Trustees – Trustee Clendening
- B. Classified Senate – Carl Banks
- C. MM Bond Oversight – Foundation Board Representative Babiarz
 - i. Update
 - ii. [ICBOC Representation](#)
- D. Institutional Advancement – Vice President of Institutional Advancement Stubblefield

X. ANNOUNCEMENTS AND MEETING AND EVENT CALENDAR REVIEW (5 minutes)

Next Comprehensive Campaign Committee Meeting (Zoom)

Tuesday, November 28, 2023 at 1:00 – 2:00 p.m.

Campaign Celebration Event and Holiday Concert (Oceanside Campus)

Wednesday, December 6, 2023 at 6:00 – 9:30 p.m.

Next Governance and Nominations Meeting (San Elijo Campus)

Tuesday, February 6, 2024 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting (San Elijo Campus)

Tuesday, February 13, 2024 at 1:00 – 2:30 p.m.

Next Executive Committee Meeting (San Elijo Campus)

Tuesday, February 13, 2024 at 3:00 – 4:00 p.m.

Next Foundation Board Meeting (Technical Career Institute Campus)

Tuesday, February 27, 2024 at 3:00 – 5:00 p.m.

XI. POSSIBLE FUTURE AGENDA ITEMS

XII. ADJOURNMENT

****Reception to follow celebrating the close of the Comprehensive Campaign. All are welcome to join.**

* **ITEMS ON THE AGENDA:** Members of the audience may address the Foundation Board on any item listed on the agenda when that agenda item comes up for discussion and/or action. Comments will be limited to three (3) minutes per agenda item and a total of fifteen (15) minutes of public comment on an item, unless waived by the board. Non-English speakers utilizing a translator will have six (6) minutes to directly address the board.

ITEMS NOT ON THE AGENDA: Members of the audience may address the Foundation Board on any topic not on the agenda so long as the topic is within the jurisdiction of the Foundation. Under the Brown Act, the board is not permitted to engage in public discussion or take any action on an agenda item not on the agenda, except that members of the board may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative, or in response to questions posed by the public, a member of the board may ask a question for clarification. A member of the board or the board itself may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. Comments from visitors shall not exceed three (3) minutes unless the board waives the time limit. Non-English speakers utilizing a translator will have six (6) minutes to directly address the board. The board may also limit the total amount of time for public comment on a particular topic to fifteen (15) minutes.

DECORUM: Decorum requires members of the public to observe order at board meetings. Speakers shall speak to the issues, and refrain from using defamatory or abusive personal remarks that disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of the business of the Foundation Board. The presiding officer has the authority to run the meeting, which includes the authority to issue warnings, call for recesses, or clearing the boardroom in the event of disruptive behavior. Government Code section 54954.3(c) establishes that the legislative body of a local agency shall not prohibit public criticism of the policies, procedures, programs, or services of the agency, or of the acts or omissions of the legislative body, and California Penal Code section 403 makes it a misdemeanor for any person to willfully disturb or break up any lawfully authorized assembly or meeting.

Foundation Board meetings are held in meeting rooms that are accessible to those with mobility disabilities. If you wish to attend the meeting and you have another disability requiring special accommodation, please notify the board assistant, foundation@miracosta.edu.

In compliance with Government Code §54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Foundation Board in advance of their meetings may be viewed at the Office of Institutional Advancement, 1 Barnard Drive, Oceanside, California, 92056 or by clicking on the Foundation website at <http://foundation.miracosta.edu/agendas>. Such writings will also be available at the board meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the board assistant by e-mail at foundation@miracosta.edu.

Consent Agenda Items

A. Approval of New Board Members

- **Attachment:** Redacted applications for Angela Babiarz, Dorothy Benson, Alma Flores, Amy McNamara (Wynne) and Diane Mills. Resume for Dorothy Benson.
- **Status:** All five applicants have been approved unanimously by both the Governance & Nominations Committee and the Executive Committee.
- **Recommendation:** Approve Angela Babiarz, Dorothy Benson, Alma Flores, Amy McNamara (Wynne), and Diane Mills as new board members.

B. Approval of Regular Meeting Minutes of August 15, 2023

- **Attachment:** Draft minutes from MiraCosta College Foundation Board of Directors' August 15, 2023 meeting.
- **Status:** Draft minutes need to be approved by the full board.
- **Recommendation:** Approve Regular Meeting Minutes of August 15, 2023 as presented.

C. Board Prospect Selection Process flow chart

- **Attachment:** Board Prospect Selection Process flow chart
- **Status:** This flow chart clarifies the process by which prospective board members are contacted and invited to apply to join the MiraCosta College Foundation Board of Directors. The chart has been approved by the Governance & Nominations Committee.
- **Recommendation:** Approve the Board Prospect Selection Process flow chart as presented, with the stipulation that non-substantive changes can be made at the discretion of the Executive Director of the MiraCosta College Foundation but any substantive changes must receive full board approval prior to implementation.

D. New Board Member Onboarding Process flow chart

- **Attachment:** New Board Member Onboarding Process flow chart
- **Status:** This flow chart clarifies the process by which new board members are onboarded to the MiraCosta College Foundation Board of Directors. The chart has been approved by the Governance & Nominations Committee.
- **Recommendation:** Approve the New Board Member Onboarding Process flow chart as presented, with the stipulation that non-substantive changes can be made at the discretion of the Executive Director of the MiraCosta College Foundation but any substantive changes must receive full board approval prior to implementation.



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

August 28, 2023

Dear Angela,

Thank you for your interest in joining the MiraCosta College Foundation Board of Directors.

Board members are first and foremost ambassadors for MiraCosta College. We share our time, treasure, and talents to forward the [vision](#) and advance the [mission](#) of the foundation.

The Board of Directors is the active governing body of the MiraCosta College Foundation. The board is responsible for governance, including putting our mission into action and providing financial oversight for the foundation. The MiraCosta College Foundation [Board Manual](#) is online.

The Foundation's mission is focused on awareness and resources for our college and students. As such, we ask that board members actively promote MiraCosta in our community and personally donate to the foundation. Philanthropic leadership by our board members is crucial to the success of the Foundation. Many board members have also endowed scholarships, secured corporate foundation grants, and included the MiraCosta College Foundation in their estate plan. At a minimum, board members make a \$1,000 donation annually to a fund of their choice, and all donors who give \$1,000 or more per fiscal year are part of the President's Circle.

Board members make meaningful contributions by joining a standing committee as well as participating in our quarterly board meetings, which meet in person to comply with the Brown Act. Board members may serve a four-year term with a limit of two consecutive terms. Board members provide crucial insight and guidance to the foundation through the lens of our respective professional experiences and backgrounds.

Thank you in advance for taking a few minutes to fill out the Foundation Board questionnaire, for our files.

Again, we appreciate your interest in the MiraCosta College Foundation and look forward to working together.

Sincerely,

David McGuigan

President, MiraCosta College Foundation Board

Denise Stillinger

Chair, Governance & Nominations Committee



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

BOARD Candidate Questionnaire

Please take about 10 minutes to complete and return this form to Foundation@miracosta.edu along with a digital headshot photo and current resume.

Name:

Home Address:

City: State: Zip:

Home Phone: Cell Phone:

Email Address: Date of Birth:

Retired Currently Working Veteran Active Duty Military

Company Name:

Position:

Type of Business:

Are you an alumnus of MiraCosta College? Yes No

If yes, year you graduated: Major:

MiraCosta College Involvement (past/present):

Education:

Other community activities:

Leadership roles:

Other information:

Foundation Office Only: Date Received: _____ Nominator: _____



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Why do you want to join the MiraCosta College Foundation Board?

I'm looking for ways to get involved in my new community and be of service to others in an impactful way. I appreciate the way learning and holding various certifications/degrees can improve the well-being and prospects of all of us, especially those less privileged. I am moved by the mission and how the foundation can help to transform lives. I would like to learn about how the educational system and foundation work so I can build new skills and apply myself in a new way. I am inspired by personal growth and want to positively impact other people. I hope to surround myself with like-minded people and work hard together.

What are some of the qualities and strengths you can bring to the Board?

I have 20 years of work experience in HR, and the role requires a number of skills that could benefit a Board: integrity, strategic thinking, influencing skills, relationship building ability, and effective communication skills. I am action-oriented, responsive, and follow through on my commitments. I care deeply about the experience of others and naturally think through the risks and benefits of my decisions. I am inclusive and want to hear the thoughts of others to build a broader perspective before taking action.

How can we best utilize your skills to advance the [Foundation's mission and vision](#)?

I often mediate difficult conversations in my line of work, so I would be comfortable bringing a group together to reach a consensus or participating in a negotiation. I am detail oriented and will hold a high bar for quality in our work. I'm adaptable and a team player, so you can put my energy and dedication to use on any of the committee topics.

What are your interests and passion regarding MiraCosta College?

I am interested in supporting MiraCosta College because everyone deserves the opportunity to learn, grow, and better their lives. Learning in class settings expands our thinking, makes us more well-rounded and capable, and can bring out the best in us through exposure to new or different ideas. This should be accessible to all, and given varying socio-economic circumstances or personal history that's not always the case. This is my way to support a system that creates greater opportunity and personal development for so many people.

Angela Babiarz

Board Applicant Name

9/26/2023

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Area(s) of Expertise (Check all that Apply):

- Attorney
- Business
- Education
- Government
- Health/Medical
- Technology
- Executive Management
- Entrepreneur
- Finance/Investments
- Accounting (CPA)
- Legal System
- Estate Law
- Real Estate
- Marketing/PR
- Fund Raising
- Gift Planning
- Other Board of Directors Positions
- Community Reinvest Act
- Other:

Diversity (Please self-identify):

Gender: Pronouns:

Ethnicity:

Religion:

LGBTQIA+: Yes No

Status:

Highest Level of Education:

[MiraCosta College District of Residence](#) (if applicable):

Work Status:

Industry/Sector:

Institutional Relationship:

Committee Interest:

What MCC Foundation Board Committees are you interested in joining? (Please check all that apply.)

- Audit
- Comprehensive Campaigning/Fundraising
- Executive
- Finance
- Governance and Nominations
- Innovation Grants & Scholarships



Conflict Of Interest Statement

It is the responsibility of all directors to ensure the standard of behavior at the MiraCosta College Foundation (hereafter referred to as the Foundation). All board members shall scrupulously avoid conflicts of interest between the interests of the Foundation on one hand, and personal, professional, and business interests on the other. This includes avoiding potential and actual conflicts of interest, as well as the perception of conflicts of interest.

No member of the Foundation Board of Directors shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in Foundation. Each member shall disclose to the Foundation any personal interest which he or she, or any member of his or her family, may have in any matter pending before the organization and shall refrain from participation in any decision on such matter. Some examples include conflicts may include stock ownership, business ownership or interest, and personal financial interest in a Foundation vendor.

Personal Gain Statement

Any member of the Foundation’s Board of Directors shall refrain from obtaining any list of Foundation’s clients for personal or private solicitation purposes at any time during the term of their affiliation.

In addition to my service for the Foundation, I or a member of my immediate family are a Board member, owner, partner, employee, or own a financial interest in the following organizations:

I’m disclosing things that may be unrelated but would rather be on the safe side. Please let me know if I’m misinterpreting this statement.

My father-in-law, Alec Babiarz, is a board member of this foundation.
My brother owns a company called NCFit (gyms).
My wife and I are employed at Apple.
My mother is employed at Santa Clara University and my father is employed at City of San Jose.
My brother-in-law works at Nordson and my sister-in-law works for Bliss Events.

Angela Babiarz

Print Name

9/26/2023

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Statement of Adherence to Confidentiality

The MiraCosta College Foundation and (“Volunteer”) enter into this agreement regarding the protection and security of the information supplied to Volunteer from MiraCosta College’s database of alumni and friends (“data”).

The MiraCosta College Foundation grants Volunteer access to the data solely for the purpose of assisting the college in identifying, qualifying and cultivating potential donors to the college.

In performing the Volunteer Activity for the MiraCosta College Foundation, Volunteer agrees:

1. The data is proprietary information and the exclusive property of the MiraCosta College Foundation and MiraCosta College.
2. Volunteer will use the data solely for performance of the Volunteer Activity.
3. Volunteer will exercise all reasonable precautions to assure that the data is held in strict confidence.
4. Volunteer will not disclose the data to any third party (including other alumni volunteers) without prior written consent of the MiraCosta College Foundation unless the third party has also entered into an “Agreement for the Protection of Proprietary Information” with the MiraCosta College Foundation.
5. Volunteer will exercise all reasonable precautions to prevent loss, theft, compromise, or misuse of the data.
6. Immediately upon completion of performance of the Volunteer Activity, Volunteer will destroy the data.
7. Volunteer will not retain any copy or copies of the data once the Volunteer Activity has been performed or completed.
8. If Volunteer is required to disclose any data pursuant to legal process, Volunteer shall notify the MiraCosta College Foundation before disclosing the data in order to allow the College to seek an appropriate remedy to protect the data.

All requests for the MiraCosta College Foundation authorization, consent, or permission pursuant to this agreement should be addressed to MiraCosta College’s Vice President, Institutional Advancement at 760-795-6775 or foundation@miracosta.edu. No such authorization, consent, or permission is valid unless signed by the executive director of the MiraCosta College Foundation.

Angela Babiarz

Volunteer Name

9/26/2023

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Board Involvement Agreement

I understand as a MiraCosta College Foundation Board Member that I will fulfill the following commitments:

- **As Donors:** Members are expected to donate at least \$1,000 annually to the Foundation. Ideally, this should come from a personal donation by the member. Being able to state that all members are donors makes a powerful statement about commitment and credibility to individuals, companies, and institutions being asked to support MiraCosta College.
- **As Participants:** Members have a fiduciary responsibility to the Foundation. They will remain aware of fiscal management and other activities of the Foundation by attending the annual board retreat and at least two board meetings per year. They will also actively participate in at least two committees and attend at least two college events and one fundraising event per year. In addition, members will help review scholarships and innovative grant applications, as well as cultivate new board members.
- **As Advocates:** Members speak favorably about the college and the Foundation to friends and acquaintances that may have the ability to assist the college financially. Board members are ambassadors; they know the college story, tell it, and sell it.

Angela Babiarz

Board Candidate Name

9/26/2023

Date

Foundation Office Only				
Nomination Approval Date	Nominator	Alumnus/ae:	Yes	No



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

BOARD Candidate Questionnaire

Please take about 10 minutes to complete and return this form to Foundation@miracosta.edu along with a digital headshot photo and current resume.

Name: Dorothy Beasly

Home Address: _____

City: Encinitas, State: CA Zip: 92034

Home Phone: _____ Cell Phone: _____

Email Address: _____ Date of Birth: _____

Retired Currently Working Veteran Active Duty Military

Company Name: Antonyan Miranda

Position: Attorney + Case Manager

Type of Business: Law Practice - Divorce / Probate / Tax

Are you an alumnus of MiraCosta College? Yes No

If yes, year you graduated: N/A Major: N/A

MiraCosta College Involvement (past/present):

N/A

Education:

See resume

Other community activities:

See resume

Leadership roles:

See resume

Other information:

See Resume

Foundation Office Only: Date Received: _____ Nominator: _____



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Why do you want to join the MiraCosta College Foundation Board?

Because I strongly believe in educating the opportunities education provides and I want to contribute & make a difference in the lives of other generations.

What are some of the qualities and strengths you can bring to the Board?

Leadership
Education
Fundraising opps.

How can we best utilize your skills to advance the Foundation's mission and vision?

Direct networking contacts of professionals & their communities.
Fundraising

What are your interests and passion regarding MiraCosta College?

Support in education and funding of students in growth in education.

J. Gomez
Board Applicant Name

10/16/23
Date
10/16/23



FOUNDATION

1 Barnard Dr., Oceanside, CA 92058 760.757.2121

Area(s) of Expertise (Check all that Apply):

- Attorney
- Business
- Education
- Government
- Health/Medical
- Technology
- Executive Management
- Entrepreneur
- Finance/Investments
- Accounting (CPA)
- Legal System
- Estate Law
- Real Estate
- Marketing/PR
- Fund Raising
- Gift Planning
- Other Board of Directors Positions
- Community Reinvest Act
- Other: Legal Networking

Diversity (Please self-identify):

Gender: Female Pronouns: She/Her
 Ethnicity: Caucasian
 Religion: Catholic
 LGBTQIA+: Yes No

Status:

Highest Level of Education: Professional: Juris Doctorate
 MiraCosta College District of Residence (if applicable): North County CD
 Work Status: Employed
 Industry/Sector: LAW
 Institutional Relationship: NA

Committee Interest:

What MCC Foundation Board Committees are you interested in joining? (Please check all that apply.)

- Audit
- Comprehensive Campaign/Fundraising
- Executive
- Finance
- Governance and Nominations
- Innovation Grants & Scholarships



FOUNDATION

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No member of the Foundation Board of Directors shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in Foundation. Each member shall disclose to the Foundation any personal interest which he or she, or any member of his or her family, may have in any matter pending before the organization and shall refrain from participation in any decision on such matter. Some examples include conflicts may include stock ownership, business ownership or interest, and personal financial interest in a Foundation vendor.

Personal Gain Statement

Any member of the Foundation's Board of Directors shall refrain from obtaining any list of Foundation's clients for personal or private solicitation purposes at any time during the term of their affiliation.

In addition to my service for the Foundation, I or a member of my immediate family are a Board member, owner, partner, employee, or own a financial interest in the following organizations:

N/A

Dorothy Benson
Print Name

10/16/23
Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Statement of Adherence to Confidentiality


The MiraCosta College Foundation and ("Volunteer") enter into this agreement regarding the protection and security of the information supplied to Volunteer from MiraCosta College's database of alumni and friends ("data").

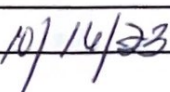
The MiraCosta College Foundation grants Volunteer access to the data solely for the purpose of assisting the college in identifying, qualifying and cultivating potential donors to the college.

In performing the Volunteer Activity for the MiraCosta College Foundation, Volunteer agrees:

1. The data is proprietary information and the exclusive property of the MiraCosta College Foundation and MiraCosta College.
2. Volunteer will use the data solely for performance of the Volunteer Activity.
3. Volunteer will exercise all reasonable precautions to assure that the data is held in strict confidence.
4. Volunteer will not disclose the data to any third party (including other alumni volunteers) without prior written consent of the MiraCosta College Foundation unless the third party has also entered into an "Agreement for the Protection of Proprietary Information" with the MiraCosta College Foundation.
5. Volunteer will exercise all reasonable precautions to prevent loss, theft, compromise, or misuse of the data.
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Volunteer Name


Date



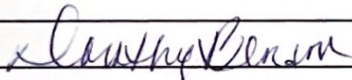
FOUNDATION

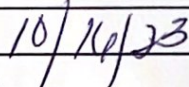
1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Board Involvement Agreement

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- **As Donors:** Members are expected to donate at least \$1,000 annually to the Foundation. Ideally, this should come from a personal donation by the member. Being able to state that all members are donors makes a powerful statement about commitment and credibility to individuals, companies, and institutions being asked to support MiraCosta College.
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- **As Advocates:** Members speak favorably about the college and the Foundation to friends and acquaintances that may have the ability to assist the college financially. Board members are ambassadors; they know the college story, tell it, and sell it.


 Board Candidate Name


 Date

Foundation Office Only				
Nomination Approval Date	Nominator	Alumnus/ae:	Yes	No

DB

DOROTHY M. BENSON, ESQ.

Experience

Conviser Charitable Trust-Foundation |
Chicago, IL

**Steward to the Richard J. Conviser
Foundation**

06/2017 - Current

- Managed Donor services, aided development and advancement of the Foundation and strategic direction, oversight and approval of grants and directed programs; regular consults with Senior Management and Founder, Richard Conviser;
- Applied direction, outlined purposes and established requirements for distribution of dollars within budget for targeted program areas;
- Investigated, evaluated and researched proposals and/or projects for funding, contributions and distributions with mergers and acquisitions;
- Networked and fundraised for events for awareness and executed on furthering the purpose and fundamentals of the Foundation and philanthropy of Founder;
- Responsible for production of communication pieces - press releases, and clerical work, gift recognition and marketing.
- Communicated and supported between grantors and grantees and asset acquisitions, researched receiverships.

BarBri Bar Review | Chicago, IL

Staff Attorney

03/2008 - Current

- Substantive nationwide law lecturer at diverse law schools (from Ivy League Universities to Law Colleges and Schools) for BarBri Bar Review; prior to teaching for BarBri Bar Review, I taught for the Professional Multistate Bar Review, DBA "PMBR," the Nation's leader in Multistate Bar Exam Preparation, now known as Kaplan (2002-2008.); taught strategies for "process of elimination" test-taking techniques and bar exam success through application of the legal rules to factual scenarios, employing deductive reasoning skills, hornbook rules of law, fine-line distinctions and nuances for the bar exams nationwide, all skill sets for success;
- Authored, maintained, updated current testable coverage area for published, authoritative practice manuals and workbooks recognized by lawyers across the Country;
- Conducted mass competitive group contract sales and negotiations for both BarBri Bar Review and PMBR/Kaplan, nationwide;
- Experienced expertise with departmental expansions and course changes for cutting-edge relevance;
- Maintained outside availability to serve as educational and informational resource to students, law school professors and administrative law school staff; exemplified a dedicated work ethic for ultimate success and volunteered time and spoke at conferences and seminars, sharing information and insights gleaned from informational expertise and experience for growth of company and student success;
- Recorded professional video and audio media of classroom lessons, tests and special instructions for online/streaming video courses - intellectual property distribution for company.

Aspen Publishing | New York, NY
Staff Attorney

- Developed and maintained distributor and media relationships;

- Coordinated writing and editing teams;
- Coordinated promotional events and advertising campaigns.

PMBR/Kaplan | San Diego, CA
Executive Staff Attorney
 02/2001 - 10/2007

- Developed course materials for 14 substantive law subjects for growth expansion and maintenance of intellectual property for company - legal research, writing and creative analysis for presentation;
- Trained other lecturers for outreach with partner organizations to promote services;
- Conducted test preparation development for final product and law school implementation;
- Negotiated contracts with various institutions for comprehensive full-service bar review and test preparation needs;
- Lectured extensively nationwide to diverse entities and represented the company professionally for contract extensions and reputation maintenance;
- Traveled nationwide, sometimes 24 cities in a summertime series, and beyond; dedicated and loyal for success.

Milberg Weiss Bershad Hynes & Lerach | San Diego, CA
Attorney
 03/2002 - 12/2004

- Conducted legal research and facts investigation for case litigation;
- Represented company for client acquisition and retention;
- Essential and experienced asset for networking events for politicking in a highly political and bureaucratic-based law firm;
- Prepared and organized evidence and exhibits to be utilized in court hearings and trials;
- Authored, reviewed and negotiated legal documents for press releases, public awareness and marketing for cases with more prominent public profiles;
- Co-counsel on matters related to strategy and efficacy.

Steven Liss and Associates | La Jolla, CA
Family Law Lawyer
 01/2000 - 03/2002

- Conducted legal research and facts investigation for case management and preparation;
- Prepared and organized evidence and exhibits to be utilized in court hearings and trials - civil litigation;
- Communicated and interpreted case law effectively with clients regarding individual client cases;
- Evaluated data involving assets, income, liabilities, expenditures and surpluses;
- Conferred with judges and opposing counsel to discuss and settle case disputes;
- Researched legal authority and black letter law to compare fact patterns to precedential cases and determine probable outcomes.

Education and Training

California Western School of Law | San Diego, CA
J.D. in Law
 01/2001

University of Nevada, Las Vegas | Las Vegas
Bachelor of Science in Political Science/Philosophy
 06/1998

Chaparral High School | Las Vegas, NV
High School Diploma

University of San Diego | San Diego, CA
Some College (No Degree) in Political Science/Philosophy

Activities, Honors, References

- Member, Alumni Association: California Western School of Law - Research Library Assistant
- Consumer Attorneys Association of Los Angeles County
- American Jurisprudence Award Research and Writing Skills I, II, and III

REFERENCES (all can be used for either professional and/or personal references, verified.).

- Richard Conviser, Esq., Founder BarBri Bar Review

Richard J. Conviser Law Center

565 W. Adams

Chicago, IL 60661

(312) 607-5373 - cell phone

- John M. Morris, Esq., Partner Higgs, Fletcher & Mack
- Products Liability Professor, CWSL since 1983

John M. Morris, Esq., Partner

401 W. A St., Ste. 2600

San Diego, CA 92101

((619) 820-1978 - cell phone

- Sean Simpson, Esq., Founder Simpson Law Group
- Special trial litigator an large verdict award winner

Sean Simpson, Esq., Founder

121 Broadway, Ste. 644

San Diego, CA 92101

(619) 540-6070 - cell phone

- Eric Ransavage, Esq., Founder Savage Law
- Ransavage Dominguez Property Attorneys at Law

Eric Ransavage, Esq., Founder

2945 Harding St., Ste. 210

Carlsbad, CA 92008

(702) 882-5251

- Hershell Price, Owner Del Mar Beach Villas and Ranch and Coast Properties

Hershell Price

1844 Camino Del Mar

Del Mar, CA 92014

(858) 361-6981 - cell

Summary

With my 22+ years of experience in education and teaching, research, references and writing, I believe I am a valuable asset. I am cooperative, conscientious, pay attention to detail and can provide exceptional expert five-star concierge-level services to the Federal families and their children, as they deserve. My work ethic and dedication to loyally serve the needs of those who desire will be met with consistency and reliability as well as enthusiasm to aid their growth and support whatever their endeavors may be in their pursuit of knowledge. I am drug free and am fully background checked, and welcome any further vetting processes required for this position.



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

September 5, 2023

Dear Alma,

Thank you for your interest in joining the MiraCosta College Foundation Board of Directors.

Board members are first and foremost ambassadors for MiraCosta College. We share our time, treasure, and talents to forward the [vision](#) and advance the [mission](#) of the foundation.

The Board of Directors is the active governing body of the MiraCosta College Foundation. The board is responsible for governance, including putting our mission into action and providing financial oversight for the foundation. The MiraCosta College Foundation [Board Manual](#) is online.

The Foundation's mission is focused on awareness and resources for our college and students. As such, we ask that board members actively promote MiraCosta in our community and personally donate to the foundation. Philanthropic leadership by our board members is crucial to the success of the Foundation. Many board members have also endowed scholarships, secured corporate foundation grants, and included the MiraCosta College Foundation in their estate plan. At a minimum, board members make a \$1,000 donation annually to a fund of their choice, and all donors who give \$1,000 or more per fiscal year are part of the President's Circle.

Board members make meaningful contributions by joining a standing committee as well as participating in our quarterly board meetings, which meet in person to comply with the Brown Act. Board members may serve a four-year term with a limit of two consecutive terms. Board members provide crucial insight and guidance to the foundation through the lens of our respective professional experiences and backgrounds.

Thank you in advance for taking a few minutes to fill out the Foundation Board questionnaire, for our files.

Again, we appreciate your interest in the MiraCosta College Foundation and look forward to working together.

Sincerely,

David McGuigan

President, MiraCosta College Foundation Board

Denise Stillinger

Chair, Governance & Nominations Committee



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

BOARD Candidate Questionnaire

Please take about 10 minutes to complete and return this form to Foundation@miracosta.edu along with a digital headshot photo and current resume.

Name:

Home Address:

City: State: Zip:

Home Phone: Cell Phone:

Email Address: Date of Birth:

Retired
 Currently Working
 Veteran
 Active Duty Military

Company Name:

Position:

Type of Business:

Are you an alumnus of MiraCosta College? Yes No

If yes, year you graduated: Major:

MiraCosta College Involvement (past/present):

Education:

Mira Costa College - AA University Studies
 University of California, San Diego - BA in Sociology
 California State University, San Marcos - MBA

Other community activities:

Leadership roles:

I am currently on the leadership team at work.

Other information:

Both my children are in High School and are currently attending Mira Costa College and will be attending Mira Costa after High School.

Foundation Office Only: Date Received: _____ Nominator: _____



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Why do you want to join the MiraCosta College Foundation Board?

I want to join the college foundation board because I have a passion for education and believe in the college's mission. I want to contribute to helping Mira Costa College and its students. As an alumni, I'd like to give back by serving on the board.

What are some of the qualities and strengths you can bring to the Board?

As an alumna of the school, I bring my experience as a student and a different perspective as a first-generation college student from a Mexican Immigrant family.

How can we best utilize your skills to advance the [Foundation's mission and vision](#)?

I can represent the board at events and speak about Mira Costa College's positive impact on my personal and professional career.

What are your interests and passion regarding MiraCosta College?

To be of service to the college by sharing my story.

Alma Flores

Board Applicant Name

9/13/23

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Area(s) of Expertise (Check all that Apply):

- Attorney
- Business
- Education
- Government
- Health/Medical
- Technology
- Executive Management
- Entrepreneur
- Finance/Investments
- Accounting (CPA)
- Legal System
- Estate Law
- Real Estate
- Marketing/PR
- Fund Raising
- Gift Planning
- Other Board of Directors Positions
- Community Reinvest Act
- Other:

Diversity (Please self-identify):

Gender: Pronouns:

Ethnicity:

Religion:

LGBTQIA+: Yes No

Status:

Highest Level of Education:

[MiraCosta College District of Residence](#) (if applicable):

Work Status:

Industry/Sector:

Institutional Relationship:

Committee Interest:

What MCC Foundation Board Committees are you interested in joining? (Please check all that apply.)

- Audit
- Comprehensive Campaigning/Fundraising
- Executive
- Finance
- Governance and Nominations
- Innovation Grants & Scholarships



Conflict Of Interest Statement

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No member of the Foundation Board of Directors shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in Foundation. Each member shall disclose to the Foundation any personal interest which he or she, or any member of his or her family, may have in any matter pending before the organization and shall refrain from participation in any decision on such matter. Some examples include conflicts may include stock ownership, business ownership or interest, and personal financial interest in a Foundation vendor.

Personal Gain Statement

Any member of the Foundation’s Board of Directors shall refrain from obtaining any list of Foundation’s clients for personal or private solicitation purposes at any time during the term of their affiliation.

In addition to my service for the Foundation, I or a member of my immediate family are a Board member, owner, partner, employee, or own a financial interest in the following organizations:

None

Alma Flores

Print Name

9/13/23

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Statement of Adherence to Confidentiality

The MiraCosta College Foundation and (“Volunteer”) enter into this agreement regarding the protection and security of the information supplied to Volunteer from MiraCosta College’s database of alumni and friends (“data”).

The MiraCosta College Foundation grants Volunteer access to the data solely for the purpose of assisting the college in identifying, qualifying and cultivating potential donors to the college.

In performing the Volunteer Activity for the MiraCosta College Foundation, Volunteer agrees:

1. The data is proprietary information and the exclusive property of the MiraCosta College Foundation and MiraCosta College.
2. Volunteer will use the data solely for performance of the Volunteer Activity.
3. Volunteer will exercise all reasonable precautions to assure that the data is held in strict confidence.
4. Volunteer will not disclose the data to any third party (including other alumni volunteers) without prior written consent of the MiraCosta College Foundation unless the third party has also entered into an “Agreement for the Protection of Proprietary Information” with the MiraCosta College Foundation.
5. Volunteer will exercise all reasonable precautions to prevent loss, theft, compromise, or misuse of the data.
6. Immediately upon completion of performance of the Volunteer Activity, Volunteer will destroy the data.
7. Volunteer will not retain any copy or copies of the data once the Volunteer Activity has been performed or completed.
8. If Volunteer is required to disclose any data pursuant to legal process, Volunteer shall notify the MiraCosta College Foundation before disclosing the data in order to allow the College to seek an appropriate remedy to protect the data.

All requests for the MiraCosta College Foundation authorization, consent, or permission pursuant to this agreement should be addressed to MiraCosta College’s Vice President, Institutional Advancement at 760-795-6775 or foundation@miracosta.edu. No such authorization, consent, or permission is valid unless signed by the executive director of the MiraCosta College Foundation.

Alma Flores

Volunteer Name

9/13/23

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Board Involvement Agreement

I understand as a MiraCosta College Foundation Board Member that I will fulfill the following commitments:

- **As Donors:** Members are expected to donate at least \$1,000 annually to the Foundation. Ideally, this should come from a personal donation by the member. Being able to state that all members are donors makes a powerful statement about commitment and credibility to individuals, companies, and institutions being asked to support MiraCosta College.
- **As Participants:** Members have a fiduciary responsibility to the Foundation. They will remain aware of fiscal management and other activities of the Foundation by attending the annual board retreat and at least two board meetings per year. They will also actively participate in at least two committees and attend at least two college events and one fundraising event per year. In addition, members will help review scholarships and innovative grant applications, as well as cultivate new board members.
- **As Advocates:** Members speak favorably about the college and the Foundation to friends and acquaintances that may have the ability to assist the college financially. Board members are ambassadors; they know the college story, tell it, and sell it.

Alma Flores

Board Candidate Name

9/13/23

Date

Foundation Office Only				
Nomination Approval Date	Nominator	Alumnus/ae:	Yes	No



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

September 5, 2023

Dear Amy,

Thank you for your interest in joining the MiraCosta College Foundation Board of Directors.

Board members are first and foremost ambassadors for MiraCosta College. We share our time, treasure, and talents to forward the [vision](#) and advance the [mission](#) of the foundation.

The Board of Directors is the active governing body of the MiraCosta College Foundation. The board is responsible for governance, including putting our mission into action and providing financial oversight for the foundation. The MiraCosta College Foundation [Board Manual](#) is online.

The Foundation's mission is focused on awareness and resources for our college and students. As such, we ask that board members actively promote MiraCosta in our community and personally donate to the foundation. Philanthropic leadership by our board members is crucial to the success of the Foundation. Many board members have also endowed scholarships, secured corporate foundation grants, and included the MiraCosta College Foundation in their estate plan. At a minimum, board members make a \$1,000 donation annually to a fund of their choice, and all donors who give \$1,000 or more per fiscal year are part of the President's Circle.

Board members make meaningful contributions by joining a standing committee as well as participating in our quarterly board meetings, which meet in person to comply with the Brown Act. Board members may serve a four-year term with a limit of two consecutive terms. Board members provide crucial insight and guidance to the foundation through the lens of our respective professional experiences and backgrounds.

Thank you in advance for taking a few minutes to fill out the Foundation Board questionnaire, for our files.

Again, we appreciate your interest in the MiraCosta College Foundation and look forward to working together.

Sincerely,

David McGuigan

President, MiraCosta College Foundation Board

Denise Stillinger

Chair, Governance & Nominations Committee



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

BOARD Candidate Questionnaire

Please take about 10 minutes to complete and return this form to Foundation@miracosta.edu along with a digital headshot photo and current resume.

Name:

Home Address:

City: State: Zip:

Home Phone: Cell Phone:

Email Address: Date of Birth:

Retired
 Currently Working
 Veteran
 Active Duty Military

Company Name:

Position:

Type of Business:

Are you an alumnus of MiraCosta College? Yes No

If yes, year you graduated: Major:

MiraCosta College Involvement (past/present):

Education:

Other community activities:

Leadership roles:

Other information:

Foundation Office Only: Date Received: _____ Nominator: _____



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Why do you want to join the MiraCosta College Foundation Board?

I'm passionate about helping kids and the elderly. I see this as an opportunity to help young adults through the Foundation and their efforts.

What are some of the qualities and strengths you can bring to the Board?

I raised two (2) children, now 20 & 23. Youngest is a Marine and the oldest is in Graduate School in New York. I believe they have taught me many lessons that are transferable to college age adults.

Also, I have mentored and housed two (2) students who attend MiraCosta College.

I was also a single mom and can understand and appreciate the challenges kids in todays world face.

I also have a vast network of business owners in San Diego and they are great resources for job opportunities and fundraising.

How can we best utilize your skills to advance the [Foundation's mission and vision](#)?

My expertise on boards has been board development. I am in front of business owners in San Diego on a daily basis and have helped my clients navigate their charitable contributions as well as their willingness to serve on local boards.

I am here to serve the Foundation as needed.

What are your interests and passion regarding MiraCosta College?

I would be interested helping with students directly if possible, either one on one or in a group setting. The free meals and gas card program is an incredible resource the school offers and I would love to see how that can continue to expand. I am also passionate about the services you offer veterans and would love to help expand those efforts if possible.

Amy A Wynne

Board Applicant Name

9/15/2023

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Area(s) of Expertise (Check all that Apply):

- Attorney
- Business
- Education
- Government
- Health/Medical
- Technology
- Executive Management
- Entrepreneur
- Finance/Investments
- Accounting (CPA)
- Legal System
- Estate Law
- Real Estate
- Marketing/PR
- Fund Raising
- Gift Planning
- Other Board of Directors Positions
- Community Reinvest Act
- Other:

Diversity (Please self-identify):

Gender: Pronouns:

Ethnicity:

Religion:

LGBTQIA+: Yes No

Status:

Highest Level of Education:

[MiraCosta College District of Residence](#) (if applicable):

Work Status:

Industry/Sector:

Institutional Relationship:

Committee Interest:

What MCC Foundation Board Committees are you interested in joining? (Please check all that apply.)

- Audit
- Comprehensive Campaigning/Fundraising
- Executive
- Finance
- Governance and Nominations
- Innovation Grants & Scholarships



Conflict Of Interest Statement

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Personal Gain Statement

Any member of the Foundation’s Board of Directors shall refrain from obtaining any list of Foundation’s clients for personal or private solicitation purposes at any time during the term of their affiliation.

In addition to my service for the Foundation, I or a member of my immediate family are a Board member, owner, partner, employee, or own a financial interest in the following organizations:

Board Member/Executive Council Boys and Girls Clubs Carlsbad
Owner/Partner- Urban Property Group SoCal

Amy A. Wynne

Print Name

09/15/2023

Date



Statement of Adherence to Confidentiality

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Amy A. Wynne

Volunteer Name

09/15/2023

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Board Involvement Agreement

I understand as a MiraCosta College Foundation Board Member that I will fulfill the following commitments:

- **As Donors:** Members are expected to donate at least \$1,000 annually to the Foundation. Ideally, this should come from a personal donation by the member. Being able to state that all members are donors makes a powerful statement about commitment and credibility to individuals, companies, and institutions being asked to support MiraCosta College.
- **As Participants:** Members have a fiduciary responsibility to the Foundation. They will remain aware of fiscal management and other activities of the Foundation by attending the annual board retreat and at least two board meetings per year. They will also actively participate in at least two committees and attend at least two college events and one fundraising event per year. In addition, members will help review scholarships and innovative grant applications, as well as cultivate new board members.
- **As Advocates:** Members speak favorably about the college and the Foundation to friends and acquaintances that may have the ability to assist the college financially. Board members are ambassadors; they know the college story, tell it, and sell it.

Amy A Wynne

Board Candidate Name

09/15/2023

Date

Foundation Office Only

Nomination Approval Date	Nominator	Alumnus/ae:	Yes	No
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FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

BOARD Candidate Questionnaire

Please take about 10 minutes to complete and return this form to Foundation@miracosta.edu along with a digital headshot photo and current resume.

Name: Diane Mills

Home Address: _____

City: Carlsbad State: CA Zip: 92011

Home Phone: _____ Cell Phone: same

Email Address: _____ Date of Birth: _____

Retired Currently Working Veteran Active Duty Military

Company Name: exp Realty of So Cal DBA Batiata Real Estate Group

Position: Real Estate Agent / Partner

Type of Business: Real Estate

Are you an alumnus of MiraCosta College? Yes No

If yes, year you graduated: _____ Major: _____

MiraCosta College Involvement (past/present):

N/A

Education:

BA in English literature - UCLA

Other community activities:

served for 6 years with National Charity League / Children's Hosp / Surfrider etc etc Food Bank etc etc

Leadership roles:

Co Chaired Miracle Makers Gala @ Children's Hospital
Advisor for NCL 2020 (GLA); Partner - Adv. Agency
Partner - Batiata Real Estate Group

Other information:

Worked in radio and TV in San Diego County for 20+ years. Director of Growth

Foundation Office Only: Date Received: _____ Nominator: _____



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Why do you want to join the MiraCosta College Foundation Board?

I support all educational pursuits for people of all ages. Dave McGuigan is a respected friend and leader who has inspired my involvement.

What are some of the qualities and strengths you can bring to the Board?

I am well connected in the San Diego market with years of experience in media, marketing, and story telling. I am a team player and service driven.

How can we best utilize your skills to advance the Foundation's mission and vision?

I brand through my business and will be able to ~~bring~~ capture awareness of my involvement and support of MCC Foundation. Once I am exposed to the needs and goals of the foundation I can identify how best I can bring value

What are your interests and passion regarding MiraCosta College? ^{to advance your mission and vision.}

My niece and god daughter attend Mira Costa. I want to support her and other students that attend or wish to attend.

Board Applicant Name

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Area(s) of Expertise (Check all that Apply):

- Attorney
- Business
- Education
- Government
- Health/Medical
- Technology
- Executive Management
- Entrepreneur
- Finance/Investments
- Accounting (CPA)
- Legal System
- Estate Law
- Real Estate
- Marketing/PR
- Fund Raising
- Gift Planning
- Other Board of Directors Positions
- Community Reinvest Act
- Other:

Diversity (Please self-identify):

Gender: Pronouns:

Ethnicity:

Religion:

LGBTQIA+: Yes No

Status:

Highest Level of Education:

[MiraCosta College District of Residence](#) (if applicable):

Work Status:

Industry/Sector:

Institutional Relationship:

Committee Interest:

What MCC Foundation Board Committees are you interested in joining? (Please check all that apply.)

- Audit
- Comprehensive Campaigning/Fundraising
- Executive
- Finance
- Governance and Nominations
- Innovation Grants & Scholarships



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Conflict Of Interest Statement

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Personal Gain Statement

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In addition to my service for the Foundation, I or a member of my immediate family are a Board member, owner, partner, employee, or own a financial interest in the following organizations:

N/A

Diane Mills

Print Name

9.22.23

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

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Deane Mills

Volunteer Name

9.22.23

Date



FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Board Involvement Agreement

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- **As Advocates:** Members speak favorably about the college and the Foundation to friends and acquaintances that may have the ability to assist the college financially. Board members are ambassadors; they know the college story, tell it, and sell it.

Diane Mills

Board Candidate Name

9.22.23

Date

Foundation Office Only				
Nomination Approval Date	Nominator	Alumnus/ae:	Yes	No



**MIRACOSTA COLLEGE FOUNDATION BOARD
MINUTES OF THE REGULAR MEETING**

**August 15, 2023
DRAFT**

I. CALL TO ORDER

This meeting will be live-streamed and recorded.

II. ROLL CALL, WELCOME, INTRODUCTIONS

Board Members Present:

Alec Babiarz	Bruce Bandemer	Jimmy Figueroa (left at 3:50 pm)
Janice Kurth	Hap L'Heureux (left at 4:00 pm)	Dave McGuigan
Cindy Musser	Karen Pearson	Val Saadat
Denise Stillingner	Kimberly Troutman	

Board Members Absent:

Hema Crockett	Sudershan Shaunak	Tim Snodgrass
Sharon Wiback		

Guests/Advisors/Staff:

Raye Clendening, Trustee, MiraCosta College Board of Trustees
 Dr. Sunita V. Cooke, President/Superintendent, MiraCosta College
 Tori Fishing, Associate Director of Institutional Advancement, MiraCosta College
 Tim Flood, Vice President of Administrative Services, MiraCosta College
 Dr. Thao Ha, Faculty, MiraCosta College
 Dr. Kristen Huyck, Director of Public & Governmental Relations, Marketing & Communications, MiraCosta College
 President Omar Jimenez, President, MiraCosta College Classified Senate
 Elizabeth Lurenana, Administrative Assistant to Foundation/Development, MiraCosta College
 David Parker, Faculty, MiraCosta College
 Jacob Sneary, Interim Police Sergeant, MiraCosta College
 Shannon Stubblefield, Vice President of Institutional Advancement/Executive Director of the Foundation

A. Omar Jimenez (Classified Senate President) introduced himself to the board.

III. PUBLIC COMMENT ON ITEMS ON AND NOT ON THE AGENDA

None

IV. CHANGES IN AGENDA ORDER

A. The Audit Committee report and actions were moved up to before the Comprehensive Campaign Committee report.

V. APPROVE MEETING MINUTES

A. By motion of Vice President Kurth, seconded by Board Member Stillingner, the minutes of the regular meeting of May 16, 2023 were approved.

Vote:	10/0/1/4
Aye:	Babiarz, Bandemer, Figueroa, Kurth, McGuigan, Musser, Pearson, Saadat, Stillingner, Troutman
Nay:	None
Abstentions:	L'Heureux
Absent:	Crockett, Shaunak, Snodgrass, Wiback

VI. PRESENTATION(S)

A. Innovation Grants Recipient Presentations

- i. Committee Chair Saadat introduced David Parker, Jacob Sneary, and Thao Ha, who were all Innovation Grant Recipients. Each presenter shared the project they led and how they used the innovation grant funds they were awarded.
 - a. Reports and presentations will be sent out to the board by foundation staff and members of the public can request them at foundation@miracosta.edu
- ii. President McGuigan asked how to improve the process.
 - a. Ha requested a way for the District to streamline or cut down on paperwork for the students in order to receive the stipend from the funding.
 - b. Parker requested larger funding amounts (ran out of money so will use money from their foundation account to finish the project).
 - c. Sneary would schedule additional advertising to the campus community.
- iii. Board members expressed appreciation to the presenters.

VII. COMMITTEE, AD HOC AND TASK FORCE REPORTS (50 minutes)

A. Executive Committee

i. Consent Agenda – Action Required

- a. VP/ED Stubblefield gave an overview of the Consent Agenda and its impact on board meetings, highlighting that it relies on board members to carefully review board agenda packets for items to be removed from the Consent Agenda but that it also leaves additional time for more in-depth conversations and guest presenters.
- b. President/Superintendent Cooke recommended having board members give the staff a warning if they want to pull an item from the Consent Agenda so they can prepare ahead of time. Trustee Clendening reiterated that it has streamlined Board of Trustees meetings.
- c. By motion of Board Member Stillinger, seconded by Board Member Troutman, the MiraCosta College Foundation Board approved the use of a Consent Agenda in future meetings.

Vote: 11/0/0/4

Aye: Babiarz, Bandemer, Figueroa, Kurth, L’Heureux, McGuigan, Musser, Pearson, Saadat, Stillinger, Troutman

Nay: None

Abstentions: None

Absent: Crockett, Shaunak, Snodgrass, Wiback

ii. Board Volunteer Opportunity

a. Oceanside Campus Food Distribution 9/12 @12:30pm

- A. VP/ED Stubblefield clarified this opportunity was presented because it was requested at the May board meeting. Staff would like five attendees in order to proceed with this volunteer event and will look for another opportunity if there are not enough volunteers for this one.

iii. Individual Meetings with President McGuigan and VP/ED Stubblefield

- a. President McGuigan announced that staff will be reaching out to set up individual meetings for all board members via Zoom with President McGuigan, Vice-President Kurth, and VP/ED Stubblefield.

B. Finance Committee

- i. By motion of Board Member Musser, seconded by Board Member Pearson, the FY22/23 Q4 Financial Statements were approved as presented by Treasurer Bandemer.

Vote: 11/0/0/4

Aye: Babiarz, Bandemer, Figueroa, Kurth, L’Heureux, McGuigan, Musser, Pearson, Saadat, Stillinger, Troutman

Nay: None

Abstentions: None

Absent: Crockett, Shaunak, Snodgrass, Wiback

- ii. By motion of President McGuigan, seconded by Board Member Pearson, the FY22/23 Q4 Recap with Recommendations from the Accounting Department was approved and accounting staff will move the money as recommended.

Vote: 11/0/0/4

Aye: Babiarz, Bandemer, Figueroa, Kurth, L'Heureux, McGuigan, Musser, Pearson, Saadat, Stillinger, Troutman

Nay: None

Abstentions: None

Absent: Crockett, Shaunak, Snodgrass, Wiback

- iii. By motion of President McGuigan, seconded by Board Member Troutman the Proposed Unrestricted Endowed Fund Distributions for FY23-24 were approved and staff will move the money as approved.

Vote: 11/0/0/4

Aye: Babiarz, Bandemer, Figueroa, Kurth, L'Heureux, McGuigan, Musser, Pearson, Saadat, Stillinger, Troutman

Nay: None

Abstentions: None

Absent: Crockett, Shaunak, Snodgrass, Wiback

- iv. By motion of Board Member Babiarz, seconded by Board Member Figueroa the proposed updates to the Investment and Spending Policy were approved.

Discussion: Board members discussed the Title V Grant investment policy.

Vote: 11/0/0/4

Aye: Babiarz, Bandemer, Figueroa, Kurth, L'Heureux, McGuigan, Musser, Pearson, Saadat, Stillinger, Troutman

Nay: None

Abstentions: None

Absent: Crockett, Shaunak, Snodgrass, Wiback

C. Governance & Nominations Committee

- i. Committee Chair Stillinger reviewed the proposed changes to the "Roles and Responsibilities of Board Members" and VP/ED Stubblefield clarified recommended changes come from her experience with onboarding new board members.
 - a. By motion of Board Member Babiarz, seconded by Board Member L'Heureux the proposed changes to the "Roles and Responsibilities of Board Members" were accepted.

Vote: 10/0/0/5

Aye: Babiarz, Bandemer, Kurth, L'Heureux, McGuigan, Musser, Pearson, Saadat, Stillinger, Troutman

Nay: None

Abstentions: None

Absent: Crockett, Figueroa, Shaunak, Snodgrass, Wiback

- ii. Board Prospects
 - a. Committee Chair Stillinger reported that eight prospects have been contacted for initial meetings with VP/ED Stubblefield and members of the Governance and Nominations Committee. Some will move forward and at least two have indicated they are not interested at this time.

A. Comprehensive Campaign Ad hoc Committee

- i. Progress Updates
 - a. VP/ED Stubblefield reported the loss of \$500,000.000 from the campaign due to the re-negotiation of the Follett gift. VP Flood provided more information.

- b. Associate Director Fishinger reported that the current total for the Comprehensive Campaign is \$8.4M.
- ii. Top 3 Fundraising Needs
 - a. The MiraCosta Resilience Fund
 - <https://www.sandiegogives.org/organization/Mira-Costa-College-Foundation>
 - President McGuigan reviewed the concept of the resilience fund and showed the committee the giving page with San Diego Gives. Staff will send out email letters that board members can forward to donors to raise funds.
 - b. Endowment Matching Gift Campaign
 - President McGuigan and staff explained the giving campaign and thanked board members Kurth and Babiarz for kicking off the campaign with large donations. Staff will send out email letters that board members can forward to donors to raise funds.
 - c. Chemistry Biotech Building Naming Opportunity
 - President McGuigan discussed naming opportunities for both the Chemistry Biotech building and the Health & Wellness Complex building and the process of working with staff to determine donors to approach.
- B. Innovation Grants and Scholarships Ad hoc Committee
 - i. Committee Chair Saadat reported that the committee met before the board meeting and approved ten of the fifteen applications reviewed. The committee will award \$32,000 this cycle to 10 grantees.
 - ii. Scholarship applications are open now until September 30 and staff will contact board members to help review applications in October. VP Kurth reiterated how powerful it is for a board member to review the applications. The board discussed if it should be a requirement of board members to read scholarship applications and decided at this time it should not be mandatory but is highly recommended. Spring applications will be reviewed in April.
- C. Audit Committee
 - i. Committee Member Musser reviewed the draft audit report, highlighting the re-negotiated contract that resulted in a bad debt expense.
 - a. By motion of Board Member Pearson, seconded by Board Member Saadat, the FY21-22 Audit was approved.

Vote:	9/0/0/6
Aye:	Babiarz, Bandemer, Kurth, McGuigan, Musser, Pearson, Saadat, Stillinger, Troutman
Nay:	None
Abstentions:	None
Absent:	Crockett, Figueroa, L'Heureux, Shaunak, Snodgrass, Wiback

VIII. COLLEGE UPDATES (30 minutes)

- A. Office of the President/Superintendent
 - i. President/Superintendent Cooke reported on several large grants that have recently been received:
 - a. Technology Career Institute (TCI) received a \$500,000 grant from the Lowe's Foundation through their Gable Grants program.
 - Tours of TCI take place on Fridays at 9 am; any board members who would like to attend can let foundation staff know to arrange.
 - b. The Biotech program has brought in \$7M+ in the past year, including a \$70,000 grant from San Diego Foundation to support MiraCosta's Biotech students with work-based learning: paid internships and professional development, including pairing students with faculty and/or industry mentors.
 - c. There were grants received to work with those who are uniquely abled and make both MiraCosta College and the surrounding community more welcoming places.

- B. MiraCosta College celebrated three outstanding wins in the 46th Annual DownBeat Magazine Student Awards.
- i. Danny Gonzalez, on tenor saxophone, won the Community College Outstanding Performance award for student soloists.
 - ii. The MiraCosta Jazz Collective was awarded the Community College Outstanding Performance award for a small ensemble.
 - iii. MOJO won its third award as the Community College Winner in the large ensemble category for 2023.
 - iv. The Board of Trustees is considering taking out a loan to finish construction on campus.
 - v. There are events on campus preparing for the new semester that starts on Monday, and enrollment is up 12% compared to Fall 2022.
 - vi. All College Day is Friday from 9-11 a.m. and everyone is welcome. The event is also live-streamed. If a board member would like to listen in, they can request the link from staff.
- C. Administrative Services
- i. The state unexpectedly retracted nearly 60% of our allocated funds in the final month of the last fiscal year. Given that we had already initiated contracts and designated essential projects, this last-minute development required swift realignment and adaptability.
- D. Trustee Clendening highlighted the energy on campus at the Welcome Fests.
- i. The board is focusing on forward-thinking strategies focusing on justice and equity.
 - ii. Cuts in state funding have made financials challenging, but the board is considering a \$50M loan to help keep the facilities up to par despite the shortfall.
 - iii. The new student trustee, Kenneth Pilco, is a second-year student studying law, public policy, and society and is also the PUENTE President.
 - iv. The latest Independent Citizens' Bond Oversight Committee (ICBOC) report is ready and posted. Board members can request a copy from staff.
- E. Classified Senate
- i. President Jimenez reported that Classified Professionals are busy preparing for the new year.
 - ii. President Jimenez will have to step down as president of the Classified Senate during his 6-month probationary period in a permanent position. Carl Banks (former president) will fill in during that time.
 - iii. There was a discussion about how the foundation board can work more closely with the Classified Senate in the future. President/Superintendent Cooke recommended the foundation's support with the costs of professional development.
- F. MM Bond Oversight – Foundation Board Representative Babiarz
- i. Board Representative Babiarz reviewed his MM presentation (to be attached to minutes) and VP Flood reviewed the 2025-29 Five-Year Construction Plan and clarified it is used to re-align the budget annually.
- G. Institutional Advancement – Vice President of Institutional Advancement Stubblefield
- i. FY 23/24 Events Calendar
 - a. VP/ED Stubblefield highlighted the upcoming Community Leaders Breakfast, informing the board staff sent out a calendar invite and will forward the email invite as well. All board members who are able are requested to attend. Staff are working on securing sponsorships to offset the cost of the event, including with contractors.
 - b. Board Member Babiarz recommended sending board members to CASE conferences in the future.
 - ii. Thanks to the board for setting clear goals in May: fundraising, board development and prospecting, completing the comprehensive campaign, and becoming fully staffed.

IX. ANNOUNCEMENTS AND MEETING AND EVENT CALENDAR REVIEW

Next Comprehensive Campaign Committee Meeting (Zoom)

Tuesday, August 29, 2023 at 1:00 – 2:00 p.m.

Next Governance and Nominations Meeting (San Elijo Campus)

Tuesday, October 24, 2023 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting (San Elijo Campus)

Tuesday, October 31, 2023 at 1:00 – 2:30 p.m.

Next Executive Committee Meeting (San Elijo Campus)

Tuesday, October 31, 2023 at 3:00 – 4:00 p.m.

Next Foundation Board Meeting (Community Learning Center Campus)

Tuesday, November 14, 2023 at 3:00 – 5:00 p.m.

X. POSSIBLE FUTURE AGENDA ITEMS

None

XI. ADJOURNMENT

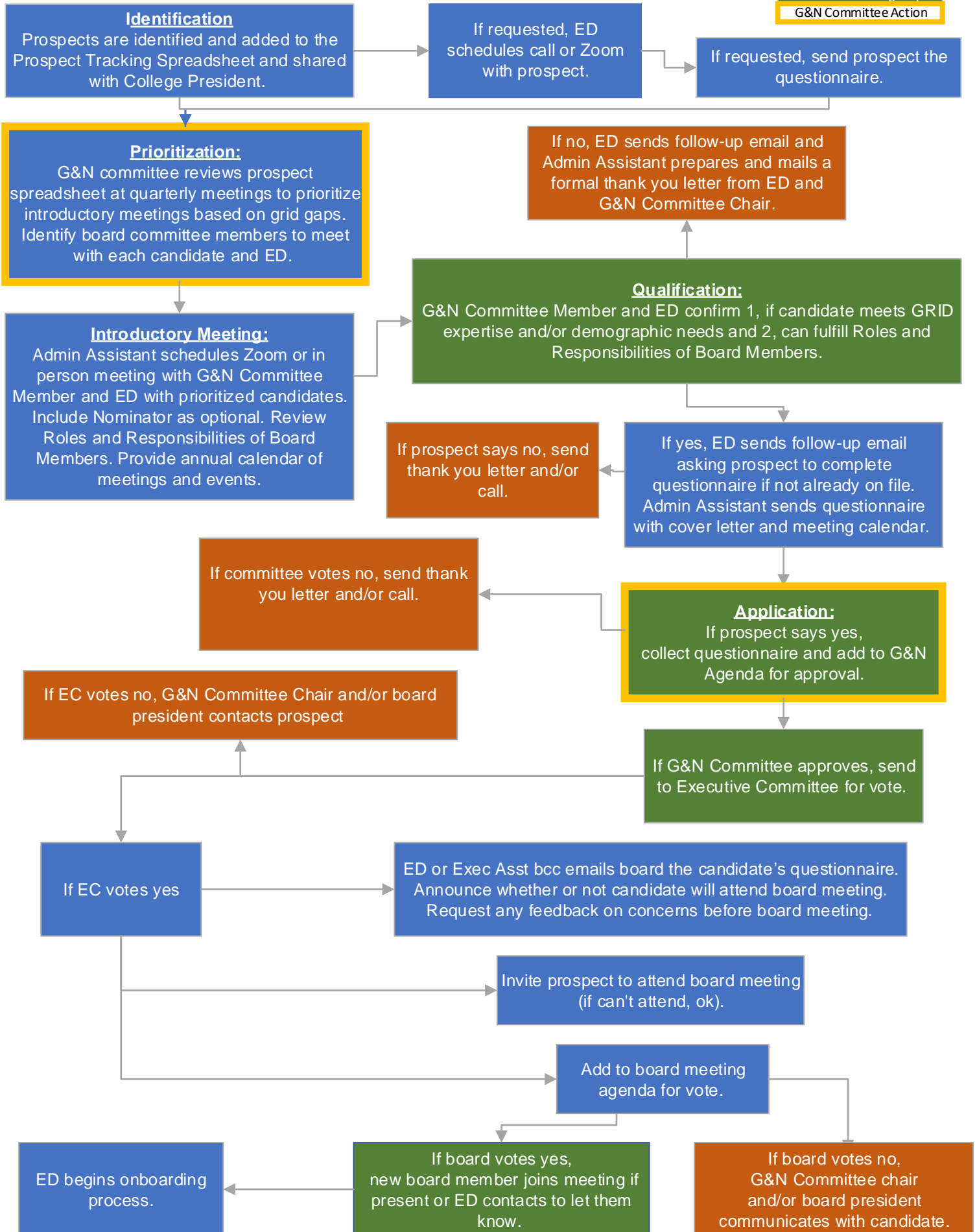
The meeting was adjourned at 4:53 p.m.

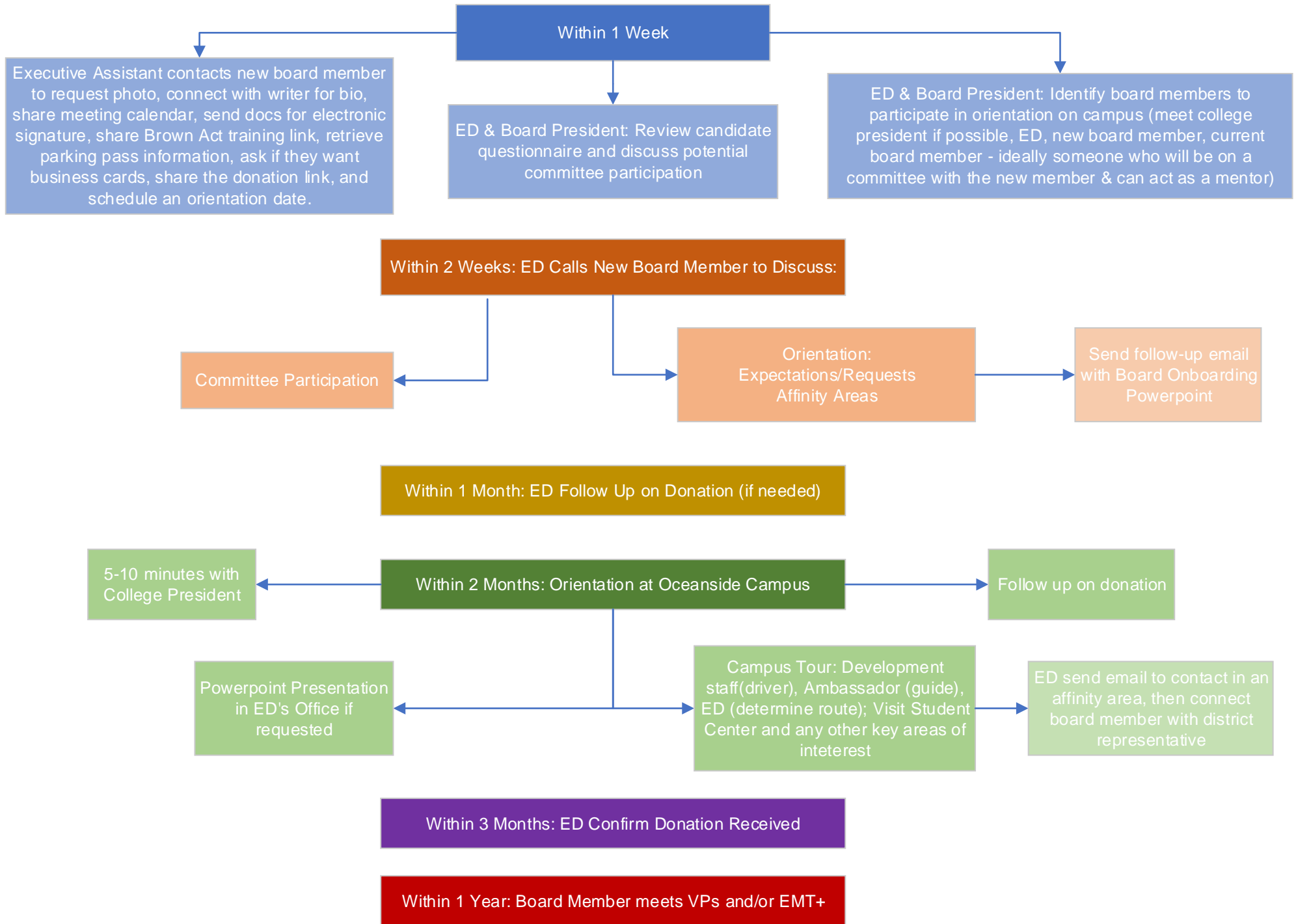
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Board Prospect Selection Process

Key:

No
Decision- Making Step
G&N Committee Action





CR ACC - Foundation Income Statement

Repeat By

Period

FY2022-23 - 12-Jun

Worktags

<i>MiraCosta College Foundation</i>	Unrestricted	Restricted	Restricted & Unrestricted	Restricted & Unrestricted
<i>Period: FY2022-23 - 12-Jun</i>			Total	Prior Year
Revenues	378,321.87	3,256,090.82	3,634,412.69	(710,029.16)
Deferred Gifts- Revenue	0	437.24	437.24	466.73
Contributions	124,722.80	943,787.87	1,068,510.67	1,545,340.78
Investment Activity	102,478.44	1,832,546.64	1,935,025.08	(2,689,406.13)
Gifts In Kind- Revenue	151,120.63	479,319.07	630,439.70	433,569.46
Total Revenue	378,321.87	3,256,090.82	3,634,412.69	(710,029.16)
Transfers	163,903.90	(163,903.90)	0.00	0.00
Total Transfers	163,903.90	(163,903.90)	0.00	0.00
Total Revenue and Transfers	542,225.77	3,092,186.92	3,634,412.69	(710,029.16)
Expenditures	561,967.40	1,928,232.08	2,490,199.48	2,115,041.78
General And Administrative	550,188.59	1,017,438.99	1,567,627.58	1,417,460.14
Direct Student Aid	2,334.00	79,996.54	82,330.54	85,920.30
Scholarships	5,400.00	749,803.96	755,203.96	527,993.88
Gifts In Kind- Expense	4,044.81	80,992.59	85,037.40	83,667.46
Total Expenditures	561,967.40	1,928,232.08	2,490,199.48	2,115,041.78
Net Fund Balance, Beginning of Year	2,735,337.38	17,364,087.36	20,099,424.74	22,924,495.68
Revenues Over (Under)			1,144,213.21	(2,825,070.94)
Expenditures	(19,741.63)	1,163,954.84		
Net Fund Balance, End of Period	2,715,595.75	18,528,042.20	21,243,637.95	20,099,424.74

CR ACC - Foundation Balance Sheet

Repeat By

Period FY2022-23 - 12-Jun

Worktags

Calculate Current Year Retained E: Yes

<i>MiraCosta College Foundation</i>	Unrestricted	Restricted	Restricted & Unrestricted	Restricted & Unrestricted
Period: FY2022-23 - 12-Jun			Total	Prior Year Total
Assets	2,753,303.34	18,567,865.74	21,321,169.08	20,259,618.93
Cash	448,401.06	720,190.36	1,168,591.42	1,898,763.34
Investments	1,733,534.34	16,839,699.89	18,573,234.23	16,466,754.74
Deferred Gifts - Assets	426,799.00	788,227.15	1,215,026.15	1,180,177.91
Accounts Receivable/Prepays	144,568.94	219,748.34	364,317.28	713,922.94
Total Assets	2,753,303.34	18,567,865.74	21,321,169.08	20,259,618.93
Liabilities	37,707.59	39,823.54	77,531.13	160,194.19
Accounts Payable	37,707.59	39,823.54	77,531.13	160,194.19
Due To Related Entities	0.00	0.00	0.00	0.00
Due From Related Entities	0.00	0.00	0.00	0.00
Total Liabilities	37,707.59	39,823.54	77,531.13	160,194.19
Net Position	2,715,595.75	18,528,042.20	21,243,637.95	20,099,424.74
Total Liability/Net Position	2,753,303.34	18,567,865.74	21,321,169.08	20,259,618.93

CR ACC - Foundation Income Statement

Repeat By

Period

FY2023-24 - 03-Sep

Worktags

<i>MiraCosta College Foundation</i>	Unrestricted	Restricted	Restricted & Unrestricted	Restricted & Unrestricted	Restricted & Unrestricted
<i>Period: FY2023-24 - 03-Sep</i>			Total FY23-24 Q1 (Jul to Sep 2023)	Total FY22-23 Q1 (Jul to Sep 2022)	Prior Year FY22-23 (Jul 2022 to June 2023)
Revenues	13,663.92	412,517.33	426,181.25	(706,638.07)	3,634,412.69
Deferred Gifts- Revenue	0	0	0	0	437.24
Contributions	10,428.43	818,183.09	828,611.52	169,037.27	1,068,510.67
Investment Activity	3,235.49	(506,665.76)	(503,430.27)	(880,421.69)	1,935,025.08
Gifts In Kind- Revenue	0	101,000.00	101,000.00	4,746.35	630,439.70
Total Revenue	13,663.92	412,517.33	426,181.25	(706,638.07)	3,634,412.69
Transfers	(9,157.23)	9,157.23	0.00	0.00	0.00
Total Transfers	(9,157.23)	9,157.23	0.00	0.00	0.00
Total Revenue and Transfers	4,506.69	421,674.56	426,181.25	(706,638.07)	3,634,412.69
Expenditures	101,247.11	325,887.34	427,134.45	439,774.15	2,490,199.48
General And Administrative	101,195.11	128,256.27	229,451.38	163,906.43	1,567,627.58
Direct Student Aid	130.00	6,789.86	6,919.86	42,680.37	82,330.54
Scholarships	(78.00)	89,841.21	89,763.21	228,441.00	755,203.96
Gifts In Kind- Expense	0	101,000.00	101,000.00	4,746.35	85,037.40
Total Expenditures	101,247.11	325,887.34	427,134.45	439,774.15	2,490,199.48
Net Fund Balance, Beginning of Year	2,715,595.75	18,528,042.20	21,243,637.95	20,099,424.74	20,099,424.74
Revenues Over (Under)			(953.20)	(1,146,412.22)	1,144,213.21
Expenditures	(96,740.42)	95,787.22			
Net Fund Balance, End of Period	2,618,855.33	18,623,829.42	21,242,684.75	18,953,012.52	21,243,637.95

CR ACC - Foundation Balance Sheet

Repeat By

Period FY2023-24 - 03-Sep

Worktags

Calculate Current Year Retained E: Yes

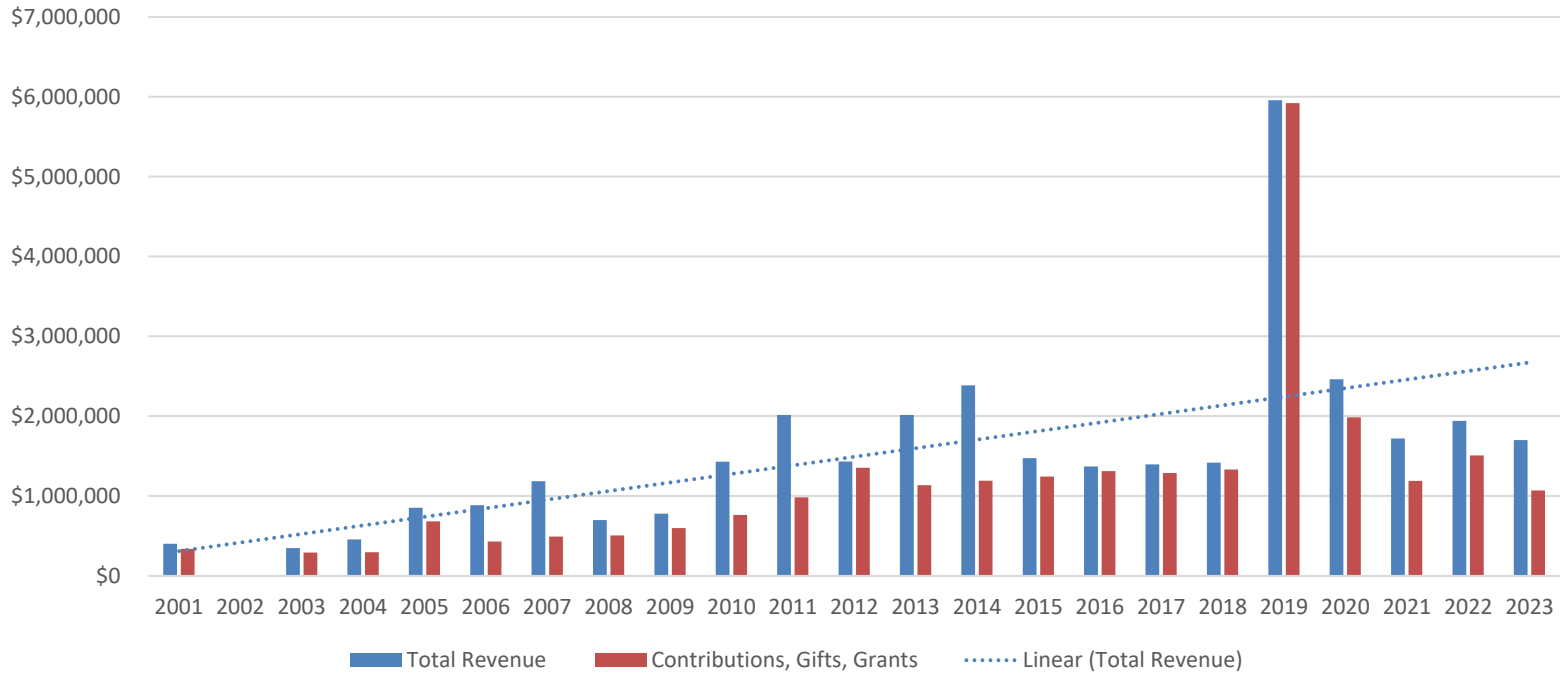
<i>MiraCosta College Foundation</i>	Unrestricted	Restricted	Restricted & Unrestricted	Restricted & Unrestricted	Restricted & Unrestricted
Period: FY2023-24 - 03-Sep			Total FY23-24 Q1 (Jul to Sep 2023)	Total FY22-23 Q1 (Jul to Sep 2022)	Prior Year FY22-23 (Jul 2022 to June 2023)
Assets	2,648,809.67	18,727,330.80	21,376,140.47	19,124,030.84	21,321,169.08
Cash	357,157.39	853,860.19	1,211,017.58	1,939,422.77	1,168,591.42
Investments	1,727,472.65	16,924,249.66	18,651,722.31	15,546,790.22	18,573,234.23
Deferred Gifts - Assets	426,799.00	788,227.15	1,215,026.15	1,180,177.91	1,215,026.15
Accounts Receivable/Prepays	137,380.63	160,993.80	298,374.43	457,639.94	364,317.28
Total Assets	2,648,809.67	18,727,330.80	21,376,140.47	19,124,030.84	21,321,169.08
Liabilities	29,954.34	103,501.38	133,455.72	171,018.32	77,531.13
Accounts Payable	29,954.34	103,501.38	133,455.72	171,018.32	77,531.13
Due To Related Entities	0.00	0.00	0.00	0.00	0.00
Due From Related Entities	0.00	0.00	0.00	0.00	0.00
Total Liabilities	29,954.34	103,501.38	133,455.72	171,018.32	77,531.13
Net Position	2,618,855.33	18,623,829.42	21,242,684.75	18,953,012.52	21,243,637.95
Total Liability/Net Position	2,648,809.67	18,727,330.80	21,376,140.47	19,124,030.84	21,321,169.08

Donor	Gift Date	Gift Amount	Fund
Lowe's Foundation	7/28/2023	\$ 500,000.00	Lowe's Foundation Gable Grant (TCI)
Rich Leonhard	7/18/2023	\$ 101,000.00	Gift In Kind Student Support (TCI)
The Mustard Seed Faith Fund at the San Diego Foundation (solicited by Bruce Bandemer)	9/11/2023	\$ 50,000.00	2023 Endowment Matching Campaign
The Wilson Family Foundation, Inc.	9/11/2023	\$ 50,000.00	Former Foster Youth
The Coastal Fund at the San Diego Foundation (solicited by Bruce Bandemer)	9/11/2023	\$ 25,000.00	2023 Endowment Matching Campaign
National Philanthropic Trust (Bessie Chin and Bob Ciardella)	8/14/2023	\$ 25,000.00	Uprise Program - DACA (Chin/Ciardella Pledge Payment)
Henry L Guenther Foundation	8/2/2023	\$ 25,000.00	Child Development Center Henry L. Guenther Foundation Grant
Jorey McComas	7/10/2023	\$ 25,000.00	Susie Sherry Memorial Scholarship Endowment
Julie Hatoff	8/25/2023	\$ 20,000.00	Hatoff Tapestries
Alec Babiarz via Charles Schwab	8/30/2023	\$ 15,000.00	2023 Endowment Matching Campaign & Resilience Fund
Hunter Industries	8/22/2023	\$ 10,000.00	Hunter Industries Machinist Grant

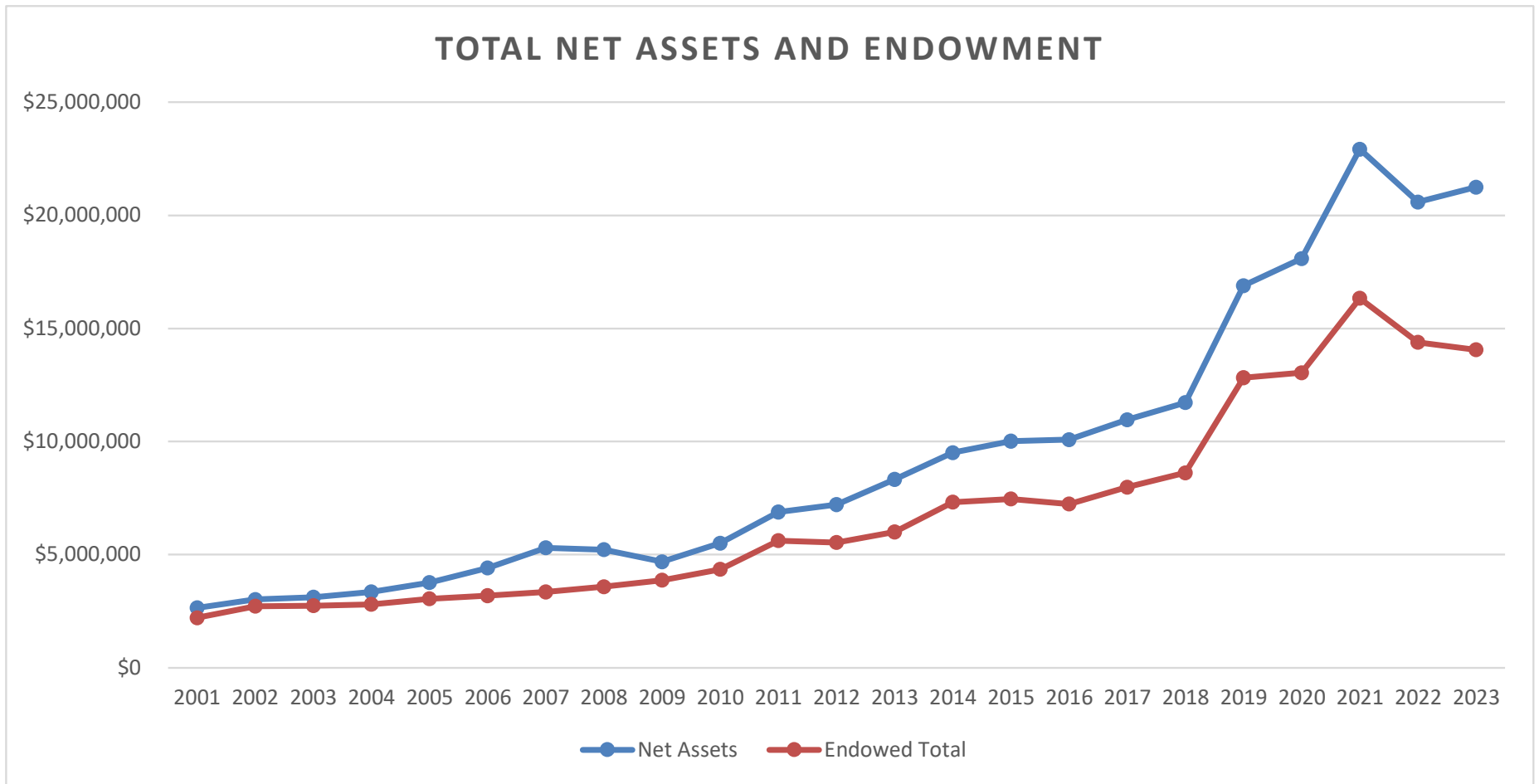
Source: Audited Financial Statements

Fiscal Year Ending	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Net Assets	\$2,650,922	\$3,018,532	\$3,124,356	\$3,354,181	\$3,763,614	\$4,406,842	\$5,304,355	\$5,224,339	\$4,690,048	\$5,513,705	\$6,879,759	\$7,212,431	\$8,325,690	\$9,512,240	\$10,023,986	\$10,087,706	\$10,975,179	\$11,719,269	\$16,893,334	\$18,081,904	\$22,924,496	\$20,593,221	\$21,243,638
Endowed Total	\$2,216,527	\$2,715,856	\$2,745,817	\$2,798,562	\$3,056,165	\$3,189,872	\$3,355,583	\$3,588,629	\$3,872,493	\$4,358,359	\$5,621,316	\$5,545,397	\$6,010,240	\$7,326,421	\$7,466,861	\$7,244,074	\$7,982,151	\$8,619,771	\$12,825,814	\$13,044,917	\$16,338,098	\$14,396,281	\$14,058,595
Unrestricted Assets	\$425,450	\$56,444	\$146,495	\$207,316	\$259,980	\$270,466	\$353,468	\$424,030	\$379,786	\$469,485	\$764,232	\$555,536	\$691,653	\$836,545	\$889,467	\$846,974	\$1,007,620	\$1,094,915	\$1,397,400	\$1,355,120	\$2,006,242	\$2,265,220	\$2,715,596
Total Revenue	\$400,282	-	\$346,702	\$455,590	\$852,419	\$883,473	\$1,185,207	\$698,024	\$777,068	\$1,428,288	\$2,013,971	\$1,431,500	\$2,014,927	\$2,384,043	\$1,473,589	\$1,369,045	\$1,394,815	\$1,417,486	\$5,955,374	\$2,461,133	\$1,719,310	\$1,940,112	\$1,699,388
Contributions, Gifts, Grants	\$336,876	-	\$290,102	\$294,164	\$682,245	\$428,909	\$490,534	\$505,546	\$596,946	\$761,744	\$981,678	\$1,352,000	\$1,134,378	\$1,191,387	\$1,242,712	\$1,310,746	\$1,286,653	\$1,331,392	\$5,920,861	\$1,984,457	\$1,188,357	\$1,506,543	\$1,068,511
Scholarships and Direct Student Aid	\$99,179	\$53,061	\$74,304	\$75,650	\$78,600	\$81,150	\$107,555	\$139,925	\$165,420	\$196,752	\$241,460	\$407,533	\$249,816	\$388,745	\$350,442	\$491,873	\$449,649	\$729,445	\$623,022	\$1,059,703	\$587,554	\$613,914	\$837,535
Foundation Board Contributions	\$0	\$0	\$17,850	\$28,200	\$17,885	\$19,858	\$23,775	\$17,560	\$22,587	\$20,528	\$60,893	\$25,845	\$58,315	\$150,000	\$112,650	\$87,381	NA	\$34,215	\$18,552	\$37,259	\$68,812	\$58,294	\$60,794
% contributing	0%	0%	58%	64%	32%	70%	64%	38%	73%	80%	94%	75%	90%	82%	82%	94%		64%	70%	90%	76%	67%	78%
Ave \$Gift			\$687	\$1,128	\$813	\$827	\$1,081	\$836	\$837	\$1,026	\$3,806	\$1,615	\$2,916	\$8,824	\$6,626	\$5,140	#VALUE!	\$2,013	\$1,091	\$1,863	\$3,128	\$2,776	\$3,377
Total # of Board Members	28	30	26	25	22	24	22	21	27	20	16	16	20	17	17	17		17	17	20	22	21	18
Payroll Giving			\$9,630	\$13,733	\$55,821	\$51,936	\$52,862	\$51,110	\$50,573	\$65,585	\$89,594	\$76,732	\$98,570	\$95,909	\$80,433	\$121,950	\$73,401	NA	\$49,500	\$80,769	\$88,643	\$91,746	\$84,118

Total Revenue and Charitable Contributions



<p>July 2015: 4 FTE on Staff + 1 Vacancy (Grants) = 5 Total - ED (1 FTE Linda) - Assoc Dir Dev (1 FTE Elaine) - Dev Ops & Events (1 FTE Tori)</p>	<p>Dec 2016: ED Linda Retires</p>	<p>May 2018: VP/ED Cynthia Hired</p>	<p>[FY 2019 Bequest] June 2020: Assoc Dir Dev Elaine Retires May 2021: VP/ED Cynthia Retires. June - Oct 2021: Dev Officer Tori Maternity Leave</p>	<p>Jan 2022: Fnd Spec Dee Resigns June 2022: VP/ED Shannon Hired. Sept 2022: Tori promoted to</p>	<p>March 2023: Dev Spec position vacant. Feb 2023: Admin Asst Elizabeth Hired. March 2023: Brian A Promoted to Dev Officer.</p>
			<p>June 2023 Staffing: 4 Positions (3.8 FTE) Hired 1 FTE Vacancy (Development Specialist) .6 FTE Vacancy (Grants Specialist)</p>		<p>FY 23/24 Goal: 6 positions hired (4.4 FTE)</p>



MiraCosta College Foundation
Key Performance Indicators
FY23/24

Charitable Income	Actual FY22/23	as of 9/30	as of 12/31	as of 3/31	as of 6/30 (FY End)
Charitable Contributions	\$1,068,510	\$828,611			
Gifts in Kind - Charitable Donations	\$68,858	\$101,000			
Bequests	\$0	\$0			
Support to Students and College					
Scholarships: # of Students	768	57			
Direct Student Aid: # of Students	255	30			
Scholarships: Awarded \$	\$755,204	\$89,763			
Direct Student Aid: Awarded \$	\$82,331	\$6,919			
Gift In Kind - Charitable Donations	\$68,858	\$101,000			
Campus Programs: Support \$	\$1,123,085	\$165,257			
Campus Grants Awarded					
Innovation (Mini-Grants)	\$26,390	\$32,090			
Hatoff Tapestries Grants	\$7,500	\$0			
Fundraising Statistics					
Major Gifts \$10k+ excluding Pledges	\$977,221	\$880,880			
Foundation Board Giving ('Give')	\$60,794	\$29,731			
Foundation Board Solicited ('Get')		\$75,718			
Heritage Society: # of Members	42	42			
Total # of Donors	2,722	1,310			

FOUNDATION BOARD ELECTION CYCLE CALENDAR

		FY Start Date =	Jul-23	Jul-24	Jul-25	Jul-26	Jul-27	Jul-28	Jul-29	Jul-30	Jul-31	Jul-32
Started	New FY 1st Term Start Date per new Term limits in by-laws	July 1, 23 - June 30, 24	July 1, 24 - June 30, 25	July 1, 25 - June 30, 26	July 1, 26 - June 30, 27	July 1, 27 - June 30, 28	July 1, 28 - June 30, 29	July 1, 29 - June 30, 30	July 1, 30 - June 30, 31	July 1, 31 - June 30, 32	July 1, 32 - June 30, 33	

Babiarz, Alec	2-Nov-11	2-Jul-16	2.75	Termed Out	Available	Available	Available	Available	Available	Available	Available	Available
Bandemer, Bruce	2-Jan-00	2-Jul-16	2.75	Termed Out	Available	Available	Available	Available	Available	Available	Available	Available
Crockett, Hema	21-Feb-23	2-Jul-23	1.00	1.25	1.50	1.75	2.00	2.25	2.50	2.75	Termed Out	Available
Figueroa, Jimmy	20-Jul-18	2-Jul-18	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available	Available	Available
Kurth, MD, Janice	2-Nov-16	2-Jul-18	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available	Available	Available
L'Heureux, Hap	2-Feb-11	2-Jul-16	2.75	Termed Out	Available	Available	Available	Available	Available	Available	Available	Available
McGuigan, David	2-Nov-16	2-Jul-18	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available	Available	Available
Musser, Cindy	15-Nov-22	2-Jul-22	1.25	1.50	1.75	2.00	2.25	2.50	2.75	Termed Out	Available	Available
Pearson, Karen	1-Feb-20	1-Jul-20	1.75	2.00	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available
Warner-Saadat, Valencia	20-Jul-18	2-Jul-18	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available	Available	Available
Shaunak, Sudershan	2-May-10	2-Jul-16	2.75	Termed Out	Available	Available	Available	Available	Available	Available	Available	Available
Snodgrass, Tim	2-Sep-17	2-Jul-18	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available	Available	Available
Stillinger, Denise	2-May-16	2-Jul-18	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available	Available	Available
Troutman, Kimberly	21-May-21	1-Jul-21	1.50	1.75	2.00	2.25	2.50	2.75	Termed Out	Available	Available	Available
Wiback, Sharon	2-Apr-18	2-Jul-18	2.25	2.50	2.75	Termed Out	Available	Available	Available	Available	Available	Available

Number of Board Members per FY	Board Members	15	11	11	4	4	3	2	1	0	0
Maximum Number of Replacement/New Board member	# to Max	18	22	22	29	29	30	31	32	33	33
Minimum Number of Replacement/New Board member	# to Min	-4	0	0	7	7	8	9	10	11	11

Treasurer: Cindy Musser VP: TBD #1 President: Janice Kurth Previous President: Dave McGuigan	Treasurer: Cindy Musser (?) VP: TBD #2 President: TBD #1 Previous President: Janice Kurth (not on the board because of term limits)	Treasurer: Cindy Musser or TBD #3 VP: TBD #4 President: TBD #2 Previous President: TBD #1
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Scholarships & Innovation Grants Update

Scholarships

2023-24

- \$102,850 awarded to 78 students as of 10/31/23 (In Progress)
- 34 named scholarships awarded
- 92% of students who started an application completed an application
- 1,072 applications were submitted
 - 33% increase in applications for Annual Scholarship
 - Totals will exceed past numbers when completed. Staff will send an update after all awards have been made.

Innovation Grants

\$32,090 awarded to 10 projects focused on:

- Technology and mental health support programs
- New certification pathways and educational program enhancements
- Staffing to help with retention services
- Safety training for the college community
- Diversity, Equity & Inclusion programs

Office of Advancement: Board of Directors Report November 2023

Development/Foundation Office FY23/24 Goals, Objectives, and Outcomes YTD
Please see attached.

Board Support Requested

25% of charitable giving occurs in December. Please help MiraCosta College rise to the top!

- **Campaign Celebration and Holiday Concert**
Wed Dec 6 at 6 pm
Please attend, and guests are welcome!
Action: [RSVP here](#)
- **Annual Fund**
All gifts to 12/31/23 will be doubled – up to \$18,500
Board members can help us spread the word.
Action: Please forward the e-appeals to your contacts, which will be in your inbox in November and December.
- **Community Listening Sessions**
Three events will gather community feedback to shape MiraCosta College's academic direction for the next decade.
Board members can attend, bring guests, and spread the word.
Action: [Attend a session](#) or [participate in the online community survey](#)

Comprehensive Campaign Success

The comprehensive campaign "This Changes Everything" has been completed, raising \$10.6 million and surpassing its initial \$10 million goal. More than 5,000 students benefited from scholarships and an additional 5,200 received emergency financial aid. The Comprehensive Campaign Committee wraps up on Tuesday, November 28 and all are welcome.

Fundraising Success Year to Date

From July 2023 to October 2023, the MiraCosta College Foundation raised \$1,183,143 in contributions, including \$103,000 for Gifts in Kind and a \$500,000 grant from the Lowe's Foundation for the Technical Career Institute.

MiraCosta College Annual Report

The annual report landed in mailboxes the first week of November and can be found on the [Foundation website](#).

Community Leaders Breakfast

Thank you to all who attended, invited guests, and sponsored our event. We welcomed more than 350 guests, secured 16 sponsors, and recognized Genentech as our Philanthropist of the Year. Please visit the [event website](#) which highlights the Futures video produced in-house.

Media Relations

The Public Information Office managed relationships with the media to shape public perception, announce news, and handle crisis communication. In Q1, MiraCosta had over 900 media mentions and 25 press releases. All are on the [MiraCosta College news page](#). Foundation board members who are not on MiraCosta College's email list will be added to the weekly MiraCostan, monthly MiraCosta Spotlight, monthly Arts & Events newsletters.

- **Notable media mentions**
 - [Dr. Cooke on CBS8 Discussing opportunities at community colleges](#)
 - [Mariscal Brothers- Twin Professors At MiraCosta College on CBS8](#)
- **Carlsbad Business Journal**
 - [September 2023](#)
 - [November/December 2023](#)
- **Campaign Press – This Changes Everything**
 - [The Coast News: MiraCosta raises more than \\$10 million for student financial support](#)
 - [Times of San Diego: Economic Impact of MiraCosta College on Region Exceeds Half a Billion Dollars](#)
 - [Community College Daily](#)

Development / Foundation Office Staff

Five permanent employees, totaling 4.8 FTE, are on staff as of November 2023.

- Tina Ortiz was hired full-time as the Development Specialist in October.
- The final open position of Grants Specialist (.6 FTE) is an open search with interviews in October and November 2023.

Top Fundraising Needs

1. Annual Fund

Donations fill funding gaps across campus, from scholarships to program support. Staff have secured \$18,500 in matching funds from David and Linda Quinby, as well as an Anonymous donor. *Our goal is to raise \$18,500 by December 31, 2023 to meet the match, totaling \$37,000 to our Annual Fund which supports students and campus programs.*

2. MiraCosta College Resilience Fund and San Diego Gives

Our community generously donated \$32,505 for the MiraCosta College Resilience Fund, exceeding the \$10,000 matching gift challenge from the Cushman Foundation. *Our goal is to raise an additional \$50,000 through grants and individual gifts this year.*

3. Endowment Matching Fund Campaign

For the cycle ending September 30, 2023, donors contributed \$112,782 which will be matched. *Our year-two goal is to raise \$120,000 and we have contributions of \$63,841 secured towards that goal, leaving \$56,159 to be raised by September 30, 2024.*

LIFE (Learning is for Everyone)

Staff presented to the group in August and members have responded with great generosity.

- An anonymous donor from LIFE has made a \$15,000 gift as a matching gift incentive.
- Two members gave gifts of \$3,000 towards the LIFE Scholarship fund.
- Another member pledged a \$12,000 gift for the Endowment Matching Gift Campaign.
- The Oceanside LIFE group supported \$10,000 in scholarship funding.

Goal	Strategy	Objectives	Outcome YTD
1. Fundraising			
	Comprehensive Campaign	Exceed \$10M campaign goal and celebrate success.	Exceeded goal at \$10.6M and closed campaign on 10/20/23
	Annual Plan	Exceed 1.2M budget goal and reach \$1.6M stretch goal	See KPIs
	Building Naming Opportunities	Secure one or more multi-million dollar named gift in FY23/24 or FY24/25	Case and prospect list developed; One prospect approached
	Comprehensive Stewardship Plan	Revise and implement to renew and upgrade current donors	Current stewardship plan actions implemented; plan to revise in Q4 for FY24/25
2. Student and Campus Support			
	Scholarships	Support 768+ students with \$755k+ in scholarships (exceed last year)	See KPIs
	Direct Student Aid	Support 255+ students with \$82k+ in emergency support (exceed last year)	See KPIs
	Innovation Mini Grants	Award \$30k+ in grants to support campus programs	See KPIs
	Hatoff Tapestries	Fund one campus program with a grant of \$7,500 to \$10,000	Applications under review by staff and faculty committee
	Funding Needs from Campus Community	Refine and finalize systems for campus fundraising requests.	Planned for Q3
3. Board Leadership			
	Board Goals	Support annual goals set by Board President: fundraising, committee vice-chairs, meeting attendance, publicity, and case for support	Campaign closed; 2 Vice Chairs selected; Increased meeting attendance; event publicity secured, cases for fundraising priorities developed

Goal	Strategy	Objectives	Outcome YTD
	Board Development	Identify current and future board needs to meet mission	Foundation board to vote on 5 new members; officer election process began; prospecting and onboarding strategies revised and implemented.
4. Events (including Alumni events)			
	Biotech Alumnight (Sept 15)	Engage alumni, sponsors, and industry	60 attendees (alumni, industry leaders, faculty/staff) and \$5,000 Genentech sponsorship
	Community Leaders Breakfast (Oct 20)	Showcase Dr. Cooke's report to the region and increase elected officials attendance and sponsors.	366 registered guests; 28 elected officials and reps; 16 sponsors gave \$16,000
	Campaign Celebration / Holiday Concert (Dec 6)	100 donors and board members celebrate success	Invitations sent and planning in progress
	Ribbon Cutting: Gym (Feb 12)	TBD	Date set
	Scholarship Event (Feb 23)	Highlight the impact of scholarships on student success for donor stewardship	Date set
	Ribbon Cutting: Spring Donor Appreciation & Reception (March 15)	TBD	Date set
	Ribbon Cutting: Student Services (April 29)	TBD	Date set
	Year-End Student Celebrations (April & May)	Engage donors in student success through year end events: Medal of Academic Merit; RAFFY; EOPS; UMOJA; Adult High School; Nursing Pinning; Theater Graduation; Lavender LGBTQIA+ Ceremony; Latinx Graduation; Honors Graduation; Commencement Fri 5/24/24	Planning begins in Q3
	Potential Alumni Events	Consider additional events to engage alumni	Alumnight - Athletics planned for Sat April 20, 2024
	Plan Next FY Events Strategy	Identify overall goals for events in FY 24/25 and set calendar	Planned for Q3 and Q4

Goal	Strategy	Objectives	Outcome YTD
5. Alumni			
	Alumni Association	Engage current members and increase membership	Communications strategy implemented
	Alumni Relations Office	Plan to create an Alumni Relations Office	Include in program review in Q4 for future years strategy
6. Foundation Staffing			
	Permanent Staff	Office Fully staffed: 6 staff members (5.4 FTE)	5 staff @ 4.8 FTE
	Student Workers	Design program for FY24/25 to increase efficiency and student engagement	Planned for Q4
7. Infrastructure			
	Financial Reporting	Report on revenue and expenses for both campus support and foundation operations	Coding system in place and reports in development
	Budgeting	Draft a budget to include campus support and foundation operating budget	On track to complete by Q4
	Foundation Fund Management	Audit foundation funds and update process in Workday to implement and track across campus	On track to complete by Q4
	Donations of Artwork	Display artwork (currently in storage) and fund arts programming	On track to complete by Q4
	Gift Processing	Training, cross-training, and SOPs complete	On track to complete by Q4
	Fundraising (RE) Reporting	Build reports in Raiser's Edge	Will begin in Q4 for goals in FY 24/25
	Website	Revise foundation website site map and content	In progress
	Professional Development & Training	Identify professional development and training needs and action plan	In progress