MIRACOSTA COLLEGE FOUNDATION

MIRACOSTA COLLEGE FOUNDATION BOARD
EXECUTIVE COMMITTEE MEETING

Tuesday, November 1, 2022 3:00 - 4:00pm

3333 Manchester Avenue Cardiff, CA 92007
Conference Room 1131

Members of the community not able to attend in person can listen to the live stream here:
https://www.miracosta.edu/faculty-staff/academic-information-services/media-services/ocn2.html

Executive Committee Members:
Alec Babiarz, Bruce Bandemer, Janice Kurth, David McGuigan, Denise Stillinger

Staff Support Attendees:
Shannon Stubblefield, Elizabeth Lurenana

AGENDA

I. CALL TO ORDER
This meeting's audio will be live streamed and recorded.

II. ROLL CALL, WELCOME and INTRODUCTIONS

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

IV. CHANGES IN AGENDA ORDER

V. APPROVE MEETING MINUTES – Action Required
A. Regular Meeting of August 2, 2022

VI. COMMITTEE UPDATES (Updates on activities since the last meeting)
A. Governance & Nominations Committee (Stillinger)
1. Bylaws Revision (Article V, Section 1)
2. Discussion of Board Gaps/Needs
3. Board Prospects – **Action Required**
a. Eva
b. Cindy

B. Finance Committee (Bandemer)
1. Review FY 21/22 End of Year Report
2. Review FY22/23 Q1 Financial Statements

C. Comprehensive Campaign Ad hoc Committee (McGuigan)
1. Launch of campaign at Community Leaders Breakfast
2. Progress updates

D. Innovation Grants and Scholarships Ad hoc Committee (Stubblefield)
1. Communications and Calendar
2. Innovation Grants
3. Scholarships

E. Executive Committee (McGuigan)
1. Annual Board Giving
2. Board Meeting Format and Refreshments
3. Review November 15, 2022 Quarterly Board Meeting Agenda

VII. ANNOUNCEMENTS, MEETING AND EVENT CALENDAR REVIEW

Next Quarterly Board Meeting
Tuesday, November 15, 2022 at 3:00 – 5:00 p.m.

Next Governance and Nominations Committee Meeting
Tuesday, January 31, 2023 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting
Tuesday, February 7, 2023 at 1:00 – 2:30 p.m.

Next Executive Committee Meeting
Tuesday, February 7, 2023 at 3:00 – 4:00 p.m.

VIII. FUTURE AGENDA ITEMS

IX. ADJOURNMENT

* **ITEMS ON THE AGENDA:** Members of the audience may address the Foundation Board Committee 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 committee. Non-English speakers utilizing a translator will have six (6) minutes to directly address the Committee.

ITEMS NOT ON THE AGENDA: Members of the audience may address the Foundation Board Committee on any topic not on the agenda so long as the topic is within the jurisdiction of the Foundation. Under the Brown Act, the committee 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 committee 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 committee may ask a question for clarification. A member of the committee or the committee 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 committee waives the time limit. Non-English speakers utilizing a translator will have six (6) minutes to directly address the committee. The committee 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 committee 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 Committee. 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 Committee 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, 760.795.6645, 760.757.2121, extension 6645, or 619.755.5155, extension 6645. The California Relay Service is available by dialing 711 or 800-735-2929 or 800-735-2922.

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, at 760.795.6645 or by e-mail at foundation@miracosta.edu

MIRACOSTA COLLEGE FOUNDATION

MIRACOSTA COLLEGE FOUNDATION BOARD
EXECUTIVE COMMITTEE MEETING

MINUTES OF REGULAR MEETING **AUGUST 2, 2022**
(DRAFT)

I. CALL TO ORDER

The MiraCosta College Foundation Executive Committee met in open session on Tuesday, August 2, 2022 via hybrid Zoom conference and in Conference Room 1116 on the MiraCosta College District's San Elijo Campus (3333 Manchester Avenue, Cardiff, CA 92007). Acting President Dave McGuigan called the meeting to order at 2:59 p.m.

II. ROLL CALL

Committee Members Present:
Alec Babiarz Bruce Bandemer Janice Kurth
David McGuigan

Committee Members Absent:
Julie Ames Denise Stillinger

Advisors & Staff Present:
Shannon Stubblefield, MiraCosta College Foundation Executive Director/Vice President of Institutional Advancement
Elizabeth Lurenana, MiraCosta College Foundation Temporary Board Support

III. TELECONFERENCING MEETINGS – Action Required

A. Approve Continued Observance of Resolution Authorizing Teleconferencing for Meetings Pursuant to AB 361

By motion of Committee Member Ames, seconded by Committee Member McGuigan, the Resolution Authorizing Teleconferencing to Meetings Pursuant to AB 361 was adopted.
Vote: 4/0/0/2
Objection: None
Aye: Babiarz, Bandemer, Kurth, McGuigan
Nay: None
Abstentions: None
Absent: Ames, Stillinger

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

None

V. CHANGES IN AGENDA ORDER

None

VI. APPROVE MEETING MINUTES – Action Required

A. Regular Meeting of May 9, 2022

By motion of Committee Member Bandemer, seconded by Committee Member Kurth, the minutes of the regular meeting of May 9, 2022 were approved.
Vote: 4/0/0/2
Objection: None

Aye: Babiarz, Bandemer, Kurth, McGuigan
Nay: None
Abstentions: None
Absent: Ames, Stillinger

VII. COMMITTEE UPDATES (Updates on activities since the last meeting)

A. Governance & Nominations Committee (Stillinger)

1. New slate of officers & terms **– Action Required**
   a. Dave McGuigan is Acting President as of 6/23/2022. Will serve term until 6/30/2024 if elected.
   b. Janice Kurth up for election as Vice President. Would serve term 8/16/2022 until 6/30/2024.

By motion of Committee Member Bandemer, seconded by Committee Member Babiarz, the new slate of officers was approved by the Executive Committee to be sent to the full board for a vote on August 16, 2022.
Vote: 4/0/0/2
Objection: None
Aye: Babiarz, Bandemer, Kurth, McGuigan
Nay: None
Abstentions: None
Absent: Ames, Stillinger

2. Renewed terms for board members
   a. Jimmy Figueroa, Janice Kurth, David McGuigan, Valencia Saadat, Tim Snodgrass, Denise Stillinger, and Sharon Wiback have all agreed to serve another term on the board.
   b. Bill Cardoso has declined to serve another term on the board.

By motion of Committee Member Kurth, seconded by Committee Member Bandemer, Board Members Figueroa, Kurth, McGuigan, Warner-Saadat, Snodgrass, Stillinger and Wiback were all approved for a second term by the Executive Committee. The full board will vote to approve their second terms on August 16, 2022.
Vote: 4/0/0/2
Objection: None
Aye: Babiarz, Bandemer, Kurth, McGuigan
Nay: None
Abstentions: None
Absent: Ames, Stillinger

3. Vice President/Executive Director Stubblefield announced that Barry Johnson has resigned from the MiraCosta College Foundation Board.

4. At the full board meeting on August 16, 2022, there will be discussion of what contact information board members would like to have included on a contact roster to be dispersed to all board members. It has been recommended to include names, email addresses, phone numbers, and committee assignments.

5. Bylaws Updates
   a. Article VI
      i. The Governance and Nominations Committee has approved an update to the language in Article VI of the bylaws.

By motion of Committee Member Bandemer, seconded by Committee Member Kurth, The Executive Committee reviewed the proposed change to Article VI of

the bylaws and it will be sent to the full board for approval at their August 16, 2022 meeting.

Vote: 4/0/0/2
Objection: None
Aye: Babiarz, Bandemer, Kurth, McGuigan
Nay: None
Abstentions: None
Absent: Ames, Stillinger

6. San Diego County Grant Signing Authority Resolution
   a. This resolution matches the Article VI bylaw update and will need to be approved by the full board each year to be eligible for grants from the County of San Diego. It will be up for approval by the full board at their August 16, 2022 meeting.

B. Finance Committee (Bandemer)
   1. Chair Bandemer reviewed the "FY21/22 Q4 Financial Statements" which will be up for approval by the full board at their August 16, 2022 meeting.
   2. Chair Bandemer reviewed the revised "FY 22/23 Foundation Operating Budget" which will be up for approval by the full board at their August 16, 2022 meeting.
   3. Chair Bandemer reviewed the revisions to the Gifts in Kind provision of the "Solicitation and Acceptance of Gifts" policy, which will be up for approval by the full board at their August 16, 2022 meeting.

C. Comprehensive Campaign Ad hoc Committee (McGuigan)
   1. At the August 16, 2022 board meeting, Acting President McGuigan will ask board members to identify three prospects.
   2. Lurenana will schedule the next Comprehensive Campaign Committee Meeting prior to the Community Leaders Breakfast (on October 21) and will add it to the calendar of meetings on the August 16, 2022 Board Meeting Agenda.

D. Innovation Grants and Scholarships Ad hoc Committee (Stubblefield)
   1. Vice President/Executive Director Stubblefield reported on changes to the process recommended by foundation staff. Committee Members discussed pros and cons of these changes and recommended staff discuss with the Innovation Grants and Scholarships Ad hoc Committee before bringing proposed changes before the full board.

E. Executive Committee (McGuigan)
   1. Annual Board Giving
      a. Acting President McGuigan recommended revisiting the amount board members are asked to contribute annually and suggested better codifying this commitment. It is important that all board members contribute something.
      b. It was suggested that 1-3 donors of different types be highlighted at each foundation board meeting.
      c. Acting President McGuigan requested setting up a tutorial/training event on fundraising for board members.

VIII. ANNOUNCEMENTS, MEETING AND EVENT CALENDAR REVIEW

Next Quarterly Board Meeting
Tuesday, August 16 at 2:00 – 4:30 p.m.

Next Governance and Nominations Committee Meeting
Tuesday, October 25, 2022 at 2:00 – 3:00 p.m.

Next Finance Committee Meeting
Tuesday, November 1, 2022 at 1:00 – 2:30 p.m.

Next Executive Committee Meeting
Tuesday, November 1, 2022 at 3:00 – 4:00 p.m.

IX. FUTURE AGENDA ITEMS

A. Board Giving Standard Operating Procedure.

X. ADJOURNMENT

The meeting was adjourned at 3:58 p.m.

DRAFT

Bylaws revision – draft suggestion 07/29/22 SS

ARTICLE V: OFFICERS

Section 1: Board Officers

The officers of this Foundation shall be a President, a Vice President, a Chief Operating Officer, and a Treasurer. They shall serve without compensation. The Chief Operating Officer shall serve as the Executive Director of the Foundation and shall serve as Secretary to the Foundation Board as indicated in Article VI below. ~~The President, Vice-President, and Treasurer shall be elected from the Board at the fourth-quarter Board meeting of the fiscal year~~The Governance and Nominations Committee of the Board shall call for officer nominations at the third quarter Board meeting of the fiscal year and present the recommended slate of President, Vice-President, and Treasurer to be elected from the Board at the fourth-quarter Board meeting of the fiscal year.~~.~~ The elected officers shall commence office on July 1 of the following fiscal year and serve for a period of two years. The Governance and Nominations committee may recommend to the Board the extension of the tenure of the officers beyond the two-year term. Such an extension shall require Board approval. Vacancies shall be filled by the Board for the unexpired term of the office vacated at the recommendation of the Governance and Nominations Committee.

Jul-22	Profile																														
	Area of Expertise																	DIVERSITY					STATUS							Term #	DATE
Board Member	Business	Education	Government	Health / Medical	Technology	Executive Management	Entrepreneur	Finance / Investments	Accounting (CPA)	Legal System	Lawyer	Estate Law	Real Estate	Marketing / PR	Fund Raising	Gift Planning	Other BoD Positions	CRA (Comm Reinvest Act)	Gender	Ethnicity	Religion	LGBTQ	Age	Education	District of Residence	Work Status	Industry	Sector	Institutional Relationship	July 1, 22 - June 30, 23	
Adams, Matt	1							1	1							1			Male	White		No	40-49	Masters,	South Carlsbad/Encinitas,	Working - Employee	Diversified Financials	Private Company	Friend	1.50	3rd year of 1st Term
Babiarz, Alec	1				1	1	1	1						1					Male	White	None	No	70+	Masters	Cardiff/Rancho Santa Fe/Solana Beach	Retired	Technology Hardware & Equipment	Public Company	Advisory Councils	2.50	3rd year of 2nd Term
Bandemer, Bruce	1						1	1	1										Male	White		No	50-59	Masters	Carlsbad	Working - Business Owner	Commercial & Professional Services	Private Company	Advisory Councils	2.50	3rd year of 2nd Term
Figueroa, Jimmy				1							1								Male	Latino/Hispanic		No	30-39		Outside District	Working - Employee	Pharmaceuticals, Biotechnology & Life Sciences		Alumni	2.00	1st year of 2nd Term
Kurth, MD, Janice				1	1		1										1		Female	White	None,	No	50-59	Doctorate,	Outside District - La Jolla	Working - Business Owner	Commercial & Professional Services	Private Company		2.00	1st year of 2nd Term
L'Heureux, Hap	1						1			1	1						1		Male	White		No	70 and over	Juris Doctor	Carlsbad	Working - Business Owner	Commercial & Professional Services			2.50	3rd year of 2nd Term
Grajek, Melissa	1							1	1					1	1	1			Female	White	Islam,	No	30-39,	Bachelors,	Outside District	Working - Employee	Diversified Financials	Public Company	Friend,	1.00	1st year of 1st Term
McGuigan, David	1							1						1					Male	White		No			Del Mar	Working - Employee	Commercial & Professional Services			2.00	1st year of 2nd Term
Pearson, Karen	1		1																Female	White		No	50-59	Bachelors,	Carlsbad,	Retired	Consumer Services	Private Company	Friend	1.50	3rd year of 1st Term
Warner-Saadat, Valencia		1	1							1									Female	African American	Catholic	No	50-59	Masters	Outside District	Retired	Education	Academia	Faculty/Staff	2.00	1st year of 2nd Term
Shaunak, Sudershan	1	1					1	1							1				Male	Other		No			Outside District	Working - Employee	Commercial & Professional Services			2.50	3rd year of 2nd Term
Snodgrass, Tim								1											Male	White		No			Carlsbad	Working - Employee	Commercial & Professional Services			2.00	1st year of 2nd Term
Stillinger, Denise		1				1								1	1				Female	White	Christianity	No	50-59	Masters	Cardiff/Rancho Santa Fe/Solana Beach	Working - Employee	Consumer Services	Academia	Faculty/Staff	2.00	1st year of 2nd Term
Troutman, Kimberly	1			1										1					Female	African American	Christianity,	No	50-59,	Other	South Oceanside/North Carlsbad	Working - Employee	Health Care Equipment & Services	Private Company	Friend,	1.25	2nd year of 1st Term
Wiback, Sharon	1				1														Female	White	None	No	40-49	Doctorate	Cardiff/Rancho Santa Fe/Solana Beach	Working - Business Owner	Pharmaceuticals, Biotechnology & Life Sciences	No Answer	Advisory Councils,	2.00	1st year of 2nd Term

Insurance
Software & Services
Technology Hardware & Equipment
Semiconductors & Semiconductor Equipment
Telecommunication Services
Utilities
Real Estate
No Answer
Education

Last Name	First	Possible fit	Status	Profession	Title	Company	Email	phone	recommended by:	Links	Links
Musser	Cindy	CPA	Sent to G&N Comm for review 10/25 mtg	CPA	see RE	see RE	see RE	see RE	Matt Adams		
Budnik	Eva	CPA	Sent to G&N Comm for review 10/25 mtg	CPA	see RE	see RE	see RE	see RE	Matt Adams		
Washington	Michael Dewitt	Justice Sys Rep	next step TBD	attorney/judge	Retired judge	retired		951-694-2792	Greg Snaer via Raye Clendening	http://www.sandiego.courts.ca.gov/portal/about/depts/nc23.htm	https://ballotpedia.org/Michael_D._Washington
Vaz	Sara		next step TBD	outreach/PR	Community Relations Manager	Nordson	sara.vaz@nordson.com	760-930-7246	Elaine Dodge		
Sisco-Smith	Alma		next step TBD	education admin	retired academic admin	retired			Elaine Dodge	https://www.ci.oceanside.ca.us/news/displaynews.asp?NewsID=1749	
Barth	Teresa		next step TBD	Community Organizer	MCC alum	Cardiff community advocate	teresa@barthforencinitas.ccsend.com		Elaine Dodge		
McNamara	Amy	Real Estate rep	next step TBD	Real Estate	Principal	UPG SoCal	amy@upgsocal.com	760-889-2127 (cell)	Bruce Bandemer	www.upgsocal.com	
Yates	Tim		next step TBD	Real Estate		Keller Williams			Raye Clendening		
Ortega	Oscarin	oceanside; Latinx; Connections	next step TBD		Founder of Lived Experiences				Raye Clendening	https://www.livedexperiences.org/ourstory	https://www.sandiegouniontribune.com/someone-san-diego-should-know/story/2022-07-14/someone-san-diego-should-know-oscarin-ortega
Baccera	Edward	Latinx; Oceanside; NP	next step TBD		founder of Education Begins in the Home				Raye Clendening	- https://openabook.org/about-us	
White	Stephanie		next step TBD			w/ Encinitas Rotary			Raye Clendening		
Dertsakian	Nazeli		next step TBD			Genentech			Shannon		
Vallez	Anna		Meet at MAEGA event 11/5		Senior Director - West Coast	Changing our World			Janice Kurth	https://www.maega.org/board.html	https://www.linkedin.com/in/anna-vallez-411a7316
Crockett	Hema	HR / Facilitator	Sunny to meet with Hema in Nov	HR professional and author; co facilitated Admin retreat in summer 2022	Co-Founder	Gig Talent			Sunny Cooke	https://www.linkedin.com/in/hemacrockett	10/11 email from Sunny: She is interested in knowing more about our foundation and so I'll meet with her early November and let her know what we do and try to garner her support and see if she expresses interest in being a board member. She has no kids and is at the point in her life where she does want to give back and to support and education is on her list. At that point, I'll hand her off to you and Denise for consideration.
Aleshire	Robert	CPA; Encinitas	next step TBD	CPA	CPA, MST	Aleshire Accountancy Corporation	robert@aleshirecpa.com	760-525-2391	Bruce Bandemer	www.aleshirecpa.com	
Howe	William (Bill)		next step TBD	HR and Executive Management	Retired HR Professional	General Atomics & SAIC	p-bhowe@cox.net	760-942-6118	Alec Babiarz		
COMPANIES											
			ID prospects			Cal Coast Credit Union			Elaine Dodge		
			ID prospects			Davis Farr			Elaine Dodge		
			ID prospects			Latinx Owned Businessess in district					

MIRACOSTA COLLEGE | FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

September 8, 2022

Dear Eva,

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

You can learn more about the foundation and its board of directors by visiting https://foundation.miracosta.edu/foundation/. Here you will find a broad overview of the foundation as well as detailed information regarding board service under the board manual link.

Board members are first and foremost ambassadors for MiraCosta College. They share their time, treasure, and talents to maintain the vision and advance the mission of the foundation. Board members serve a four-year term with a limit of two consecutive terms. Throughout their tenure, board members provide insight and guidance to the foundation through the lens of their respective professional backgrounds. Board members are responsible for assuring the foundation's fiduciary conformance in the receipt, management, and administration of gifts received by the foundation for the benefit of MiraCosta College. Philanthropic leadership by board members is crucial to the success of the Foundation. Many board members have 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. Donors who give a $1000 or more per fiscal year are part of the President's Circle.

Please take a few minutes to fill out the following questionnaire so we can get to know you better. Once your questionnaire has been received, the Executive Director of the Foundation will contact you with regards to the next steps in the candidate process.

Again, we appreciate your interest in the MiraCosta College Foundation and look forward to furthering our relationship with you.

Sincerely,

David McGuigan
President, MiraCosta College Foundation Board

Denise Stillinger
Chair, Governance & Nominations Committee

MIRACOSTA COLLEGE 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: EVA BUDNIK

Home Address: 13568 DOGWOOD WAY

City: SAN DIEGO State: CA Zip: 92130

Home Phone: Cell Phone: 917-620-2888

Email Address: EBUDNIK@LBADVISORS

☐ Retired ☑ Currently Working

Company Name: LINDSAY & BROWNELL, LP

Position: SENIOR TAX ACCOUNTANT

Type of Business: CPA

Are you an alumnus of MiraCosta College? ☐ Yes ☑ No

If yes, year you graduated: Major:

MiraCosta College Involvement (past/present):

NONE YET BESIDES MY DAUGHTER TAKING COLLEGE COURSES AT MIRACOSTA COLLEGE TO FULFILL HER HIGH SCHOOL GRADUATION REQUIREMENTS

Education:

BBA IN FINANCE- BARUCH COLLEGE OF CUNY
MS IN ACCOUNTANCY, SDSU

Other community activities:

FUND RAISING VOLUNTEER AT SCHOOLS, PART OF WOMEN'S GROUP AT MY CHURCH

Leadership roles:

VOLUNTEER TO TRAIN NEW HIRES AT WORK

Other information:

Foundation Office Only: Date Received:_____ Nominator:_____

MIRACOSTA COLLEGE | FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

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

I have not served on any boards in the past. However, at this point in my life it is time to give back. I an looking to get involved with an institution where its values aligned close with mine. I am very passionate about education. I would not be where I am today without it. I also believe that quality and accessibility are key words in the education world. I think every educational institution should strive in providing that to its community. I imagine by serving on MiraCosta Board, I would be able to work towards achieving those goals.

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

I am a go getter and an independent thinker. I very rarely take a no for an answer. It has taken me awhile to find what I truly enjoy as my career. However, I have gained a tremendous amount of knowledge through all of my professional experiences. I understand sales, customer service, business operations. Because of my experience in sales, I would be able assist in securing resources for MiraCosta College. I have a very outgoing personality and I enjoy raising funds for good causes. I volunteered to do so on many occasions at my children's schools.

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

I would like to be able to attend events organized by the board and/or school to promote the schools services and secure outside resources. If there is an opportunity for helping current and future students with their career goals, motivation, etc... I think I would like to get involved. Last but not least - I am a CPA with lots of love for numbers and therefore I see myself being involved in that field with the Board.

What are your interests and passion regarding MiraCosta College?

In general, I am passionate about education. I love the affordability of the school, the wide array of courses available, and the quality of classes, all based on my daughter's experience. A community college is a fantastic idea. It is very rare that a graduating high schooler has a career idea already solidified. I think without community colleges, many students would end their education at high school level as four year colleges are not only unaffordable to many but also very competitive to enter.

Eva Budnik
Board Applicant Name

09/22/2022
Date

MIRACOSTA COLLEGE | 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
- [x] 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: FEMALE

Ethnicity: WHITE

Religion: CATHOLIC

LGBTQIA+: [ ] Yes [x] No

Status:

Highest Level of Education: MASTERS

MiraCosta College District of Residence (if applicable):

Work Status: EMPLOYED

Industry/Sector: ACCOUNTING

Institutional Relationship: none

MIRACOSTA COLLEGE
FOUNDATION
1 Barnard Dr., Oceanside, CA 92056 760.757.2121

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:

NONE

EVA BUDNIK
Print Name

09/22/2022
Date

MIRACOSTA COLLEGE
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.

EVA BUDNIK	09/22/2022
Volunteer Name	Date

MIRACOSTA COLLEGE | 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.

EVA BUDNIK	09/22/2022
Board Candidate Name	Date

Foundation Office Only

Nomination Approval Date Nominator Alumnus/ae: Yes No

MIRACOSTA COLLEGE | FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

September 7, 2022

Dear Cindy,

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

You can learn more about the foundation and its board of directors by visiting https://foundation.miracosta.edu/foundation/. Here you will find a broad overview of the foundation as well as detailed information regarding board service under the board manual link.

Board members are first and foremost ambassadors for MiraCosta College. They share their time, treasure, and talents to maintain the vision and advance the mission of the foundation. Board members serve a four-year term with a limit of two consecutive terms. Throughout their tenure, board members provide insight and guidance to the foundation through the lens of their respective professional backgrounds. Board members are responsible for assuring the foundation's fiduciary conformance in the receipt, management, and administration of gifts received by the foundation for the benefit of MiraCosta College. Philanthropic leadership by board members is crucial to the success of the Foundation. Many board members have 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. Donors who give a $1000 or more per fiscal year are part of the President's Circle.

Please take a few minutes to fill out the following questionnaire so we can get to know you better. Once your questionnaire has been received, the Executive Director of the Foundation will contact you with regards to the next steps in the candidate process.

Again, we appreciate your interest in the MiraCosta College Foundation and look forward to furthering our relationship with you.

Sincerely,

David McGuigan
President, MiraCosta College Foundation Board

Denise Stillinger
Chair, Governance & Nominations Committee

MIRACOSTA COLLEGE | 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: Cindy Musser

Home Address: 9736 Dunedin Court

City: Santee State: CA Zip: 92071

Home Phone: Cell Phone: 619-518-5442

Email Address: cindym@gpw.cpa

☐ Retired ☑ Currently Working

Company Name: Gatto, Pope, & Walwick, LLC (GPW)

Position: Audit Senior Manager

Type of Business: CPA firm

Are you an alumnus of MiraCosta College? ☐ Yes ☑ No

If yes, year you graduated: Major:

MiraCosta College Involvement (past/present):

None

Education:

Earned AA at College of the Sequioas, Visalia, CA
Earned BA at CSU, Fresno, Fresno, CA
Active CPA license

Other community activities:

CPA Advisor for audit committee for AVID board of directors; Active member of San Diego Chapter of CalCPA and Member at Large of CalCPA APAS State Committee; Member at Large for West Hills High School Football Booster Club; activity involved in regular community service events sponsored by GPW

Leadership roles:

Leader of the Talent Management Project Team of GPW since the teams inception in 2017; I have lead the team in creating detailed job descriptions, titles, creating and implementing annual performance reviews including promotion process, and work in conjunction with the firm's strategic plan.
I was the chairperson for the San Diego chapter of CalCPA APAS local committee for several years. This included providing learning opportunities for fellow CPAs in San Diego county in order to stay current on changes in accounting and auditing standards.
Prior to the pandemic, I was a bible study leader at my church, Shadow Mountain Community Church.

Other information:

Foundation Office Only: Date Received:_____ Nominator:_____

MIRACOSTA COLLEGE | FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

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

I attended a community college before going on to a 4 year university. I understand the importance of providing opportunities to all to further their education that fits within their financial means. I also want to join efforts with the college in reaching accounting/business students during their early years in college.

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

Financial skills including analytical, reading and understanding financial statements. Good communication skills.

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

I can help on the finance and/or audit committees of the Foundation.

What are your interests and passion regarding MiraCosta College?

I am interested in giving back to the community; especially in the growth of accounting and business students.

Cindy Musser
Board Applicant Name

9/16/2022
Date

MIRACOSTA COLLEGE | 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
- [x] 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: Female

Ethnicity: White

Religion: Christian

LGBTQIA+: [ ] Yes [x] No

Status:

Highest Level of Education: 4 year degree

MiraCosta College District of Residence (if applicable): n/a

Work Status: full time

Industry/Sector: CPA firm

Institutional Relationship: n/a

MIRACOSTA COLLEGE
FOUNDATION
1 Barnard Dr., Oceanside, CA 92056 760.757.2121

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:

n/a

Cindy Musser
Print Name

9/16/2022
Date

MIRACOSTA COLLEGE
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.

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Cindy Musser	9/16/2022
Volunteer Name	Date

MIRACOSTA COLLEGE | FOUNDATION

1 Barnard Dr., Oceanside, CA 92056 760.757.2121

Board Involvement Agreement

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Cindy Musser	9/16/2022
Board Candidate Name	Date

Foundation Office Only

Nomination Approval Date Nominator Alumnus/ae: Yes No

Foundation Balance Sheet
Year-end
June 30, 2022

Repeat By
Period FY2021-22 - 12-Jun
Worktags

MiraCosta College Foundation	**Unrestricted**	**Restricted**	**Restricted & Unrestricted**	**Restricted & Unrestricted**
Period: FY2021-22 - 12-Jun			**Total**	**Prior Year Total**
Assets	2,265,219.92	18,407,074.61	20,672,294.53	23,001,359.61
Cash	1,339,855.56	558,907.78	1,898,763.34	1,284,580.18
Investments	423,741.97	16,043,012.77	16,466,754.74	19,353,895.76
Deferred Gifts - Assets	426,799.00	672,257.91	1,099,056.91	1,088,652.18
Accounts Receivable/Prepaids	74,823.39	1,132,896.15	1,207,719.54	1,274,231.49
Total Assets	***2,265,219.92***	***18,407,074.61***	***20,672,294.53***	***23,001,359.61***
Liabilities	57,243.98	102,950.21	160,194.19	76,863.93
Accounts Payable	57,243.98	102,950.21	160,194.19	76,863.93
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	***57,243.98***	***102,950.21***	***160,194.19***	***76,863.93***
Net Position	**2,207,975.94**	**18,304,124.40**	**20,512,100.34**	**22,924,495.68**
Total Liability/Net Position	**2,265,219.92**	**18,407,074.61**	**20,672,294.53**	**23,001,359.61**

Foundation Income Statement
Year-end
June 30, 2022

Repeat By
Period FY2021-22 - 12-Jun
Worktags

MiraCosta College Foundation	**Unrestricted**	**Restricted**	**Restricted & Unrestricted**	**Restricted & Unrestricted**
Period: FY2021-22 - 12-Jun			**Total**	**Prior Year**
Revenues	(20,941.63)	(1,121,516.53)	(1,142,458.16)	6,153,103.34
Deferred Gifts- Revenue	0	466.73	466.73	476.19
Contributions	117,478.97	1,427,861.81	1,545,340.78	1,115,156.86
Investment Activity	(147,656.60)	(2,622,870.53)	(2,770,527.13)	4,506,517.79
Gifts In Kind- Revenue	9,236.00	73,025.46	82,261.46	530,952.50
Total Revenue	*(20,941.63)*	*(1,121,516.53)*	*(1,142,458.16)*	*6,153,103.34*
Transfers	209,022.08	(209,022.08)	0.00	0.00
Total Transfers	*209,022.08*	*(209,022.08)*	*0.00*	*0.00*
Total Revenue and Transfers	***188,080.45***	***(1,330,538.61)***	***(1,142,458.16)***	***6,153,103.34***
Expenditures	332,351.49	937,585.69	1,269,937.18	1,310,511.08
General And Administrative	323,497.49	259,500.05	582,997.54	609,567.72
Direct Student Aid	4,880.00	81,040.30	85,920.30	145,476.74
Scholarships	3,974.00	524,019.88	527,993.88	442,077.12
Gifts In Kind- Expense	0	73,025.46	73,025.46	113,389.50
Total Expenditures	***332,351.49***	***937,585.69***	***1,269,937.18***	***1,310,511.08***
Net Fund Balance, Beginning of Year	2,352,246.98	20,572,248.70	22,924,495.68	18,081,903.42
Revenues Over (Under) Expenditures	(144,271.04)	(2,268,124.30)	(2,412,395.34)	4,842,592.26
Net Fund Balance, End of Period	***2,207,975.94***	***18,304,124.40***	***20,512,100.34***	***22,924,495.68***

06.30.22

RECAP		
As of 06.30.2022		
CASH & ST OPERATING		
Union Bank	**942,954.13**	
LAIF	**974,387.72**	
	1,917,341.85	
INVESTMENTS		
Vanguard - Endowment	**13,633,531.24**	
Vanguard - ST Operations	**2,009,121.58**	**2,250,000 invested, 240,878.42 Loss to date**
Osher	**762,750.10**	
	16,405,402.92	
<u>Recommendation:</u>		
Transfer from UB to VG ST	**Not needed at this time**	
Transfer from UB to VG	**Not needed at this time**	
Liquidate VG Shares to UB	**$ 1,203,783.17**	**See Unitization Detail**
		Last liquidation was 5/13/2020 (no liquidation for Dec 2020 and Dec 2021 distribution and fees)

Donor name	Date	Type	Amount	Fund
Sue Ellen Leroy	3/30/2022	One-time gift	250,000.00	The Leroy Charitable Foundation Music Program Fund
Diane Bessell Trust	2/15/2022	One-time gift	119,485.77	Annual
Rancho Santa Fe Foundation	6/8/2022	One-time gift	75,000.00	Student Success Scholarships - General Scholarship
Citi	12/9/2021	One-time gift	70,000.00	UMOJA - Citi Porch TalkGrant
Illumina	12/23/2021	Gift-in-kind	54,690.00	Gift In Kind Campus Activity
The San Diego Foundation	6/24/2022	One-time gift	50,000.00	SDF Student Connectivity and Success Program
Robert S. Wilson Trust - Tom and Paula Wilson	5/14/2022	One-time gift	50,000.00	Bob Wilson RAFFY Scholarships
County of San Diego, Neighborhood Reinvestment Program	6/30/2022	One-time gift	38,000.00	San Diego County Tech Grant
Walter May	11/29/2021	One-time gift	36,490.43	Former Foster Youth
Dorothy Rupe Caregiver Program at Arthur N. Rupe Foundation	4/6/2022	One-time gift	35,690.00	CNA Nursing Program

Foundation Balance Sheet
First Quarter
September 30, 2022

Repeat By Period FY2022-23 - 03-Sep
Worktags

MiraCosta College Foundation	**Unrestricted**	**Restricted**	**Restricted & Unrestricted**	**Restricted & Unrestricted**
Period: FY2022-23 - 03-Sep			**Total**	**Prior Year-end Total**
Assets	2,153,597.04	17,363,926.24	19,517,523.28	20,672,294.53
Cash	1,253,629.95	666,609.66	1,920,239.61	1,898,763.34
Investments	397,104.29	15,149,685.93	15,546,790.22	16,466,754.74
Deferred Gifts - Assets	426,799.00	672,257.91	1,099,056.91	1,099,056.91
Accounts Receivable/Prepaids	76,063.80	875,372.74	951,436.54	1,207,719.54
Total Assets	***2,153,597.04***	***17,363,926.24***	***19,517,523.28***	***20,672,294.53***
Liabilities	42,378.84	123,972.43	166,351.27	160,194.19
Accounts Payable	42,378.84	123,972.43	166,351.27	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	***42,378.84***	***123,972.43***	***166,351.27***	***160,194.19***
Net Position	**2,111,218.20**	**17,239,953.81**	**19,351,172.01**	**20,512,100.34**
Total Liability/Net Position	**2,153,597.04**	**17,363,926.24**	**19,517,523.28**	**20,672,294.53**

Foundation Income Statement
First Quarter
September 30, 2022

Repeat By
Period FY2022-23 - 03-Sep
Worktags

MiraCosta College Foundation	**Unrestricted**	**Restricted**	**Restricted & Unrestricted**	**Restricted & Unrestricted**
Period: FY2022-23 - 03-Sep			**Total**	**Prior Year-end total**
Revenues	15,583.44	(741,471.56)	(725,888.12)	(1,142,458.16)
Deferred Gifts- Revenue	0	0	0	466.73
Contributions	38,811.93	110,975.29	149,787.22	1,545,340.78
Investment Activity	(23,228.49)	(857,193.20)	(880,421.69)	(2,770,527.13)
Gifts In Kind- Revenue	0	4,746.35	4,746.35	82,261.46
Total Revenue	*15,583.44*	*(741,471.56)*	*(725,888.12)*	*(1,142,458.16)*
Transfers	6,832.59	(6,832.59)	0.00	0.00
Total Transfers	*6,832.59*	*(6,832.59)*	*0.00*	*0.00*
Total Revenue and Transfers	***22,416.03***	***(748,304.15)***	***(725,888.12)***	***(1,142,458.16)***
Expenditures	119,173.77	315,866.44	435,040.21	1,269,937.18
General And Administrative	113,233.77	46,598.72	159,832.49	582,997.54
Direct Student Aid	1,440.00	41,240.37	42,680.37	85,920.30
Scholarships	4,500.00	223,281.00	227,781.00	527,993.88
Gifts In Kind- Expense	0.00	4,746.35	4,746.35	73,025.46
Total Expenditures	***119,173.77***	***315,866.44***	***435,040.21***	***1,269,937.18***
Net Fund Balance, Beginning of Year	2,207,975.94	18,304,124.40	20,512,100.34	22,924,495.68
Revenues Over (Under) Expenditures	(96,757.74)	(1,064,170.59)	(1,160,928.33)	(2,412,395.34)
Net Fund Balance, End of Period	***2,111,218.20***	***17,239,953.81***	***19,351,172.01***	***20,512,100.34***

RECAP **As of 09.30.2022**		
CASH & ST OPERATING		
Union Bank	**980,802.70**	
LAIF	**976,211.98**	
	1,957,014.68	
INVESTMENTS		
Vanguard - Endowment Portfolio	**12,825,635.34**	
Vanguard - Excess Reserve Portfolio	**1,900,054.64**	**2,250,000 invested, 349,945.36 Loss to date**
Vanguard - Reserve Portfolio	**0**	
Vanguard - JAFFY	**58,350.14**	
Osher, as of June 30, 2022	**762,750.10**	
	15,546,790.22	
<u>Recommendation:</u>		
Transfer from UB to VG ST	**Not needed at this time**	
Transfer from UB to VG	**Not needed at this time**	
Liquidate VG Shares to UB	**$1,231,117.26**	**See Unitization Detail**
		Last liquidation was in 5/13/2020 (no liquidation for Dec 2020 and Dec 2021 distribution and fees)

Donor name	Date	Type	Amount	Fund
Follett Higher Education Group	9/26/2022	Pledge payment	200,000.00	Follett Pledge - Promise
Foundation for California Community Colleges - Osher	8/24/2022	One-time gift	42,250.00	Osher Scholarships
Foundation for California Community Colleges - Osher	9/29/2022	One-time gift	25,000.00	Osher Scholarships
Julie & Dave Hatoff	8/27/2022	Pledge payment	20,000.00	Hatoff Tapestries Program
Alec Babiarz	8/22/2022	One-time gift	15,000.00	Annual
U.S. Bank	7/1/2022	One-time gift	15,000.00	SBDC
U.S. Bank	9/16/2022	One-time gift	15,000.00	SBDC
Metropolitan Area Advisory Committee (MAAC)	8/30/2022	One-time gift	10,000.00	Service Learning Program
Hunter Industries	9/29/2022	One-time gift	10,000.00	Hunter Industries Machinist Grant
Genentech	8/31/2022	One-time gift	5,000.00	Biotech Fund
Janice & Matthias Kurth	9/15/2022	One-time gift	5,000.00	Annual
Timothy Snodgrass	9/30/2022	One-time gift	5,000.00	Annual
Alliance Engineering of California, Inc.	8/2/2022	One-time gift	5,000.00	Development Event

MIRACOSTA COLLEGE FOUNDATION

MIRACOSTA COLLEGE FOUNDATION BOARD
REGULAR MEETING
Tuesday, November 15, 2022 3:00-5:00pm

3333 Manchester Avenue Cardiff, CA 92007
Conference Room 1131

Members of the community not able to attend in person can listen to the live stream here:
https://www.miracosta.edu/faculty-staff/academic-information-services/media-services/ocn2.html

Board of Directors Members:
Matthew Adams, Alec Babiarz, Bruce Bandemer, Jimmy Figueroa,
Melissa Grajek, Janice Kurth, Hap L'Heureux, David McGuigan, Karen Pearson, Val Saadat,
Sudershan Shaunak, Tim Snodgrass, Denise Stillinger, Kimberly Troutman, Sharon Wiback

Emeritus Board Members:
Martha Gresham, Knox Williams, Gary Wrench

Guests:
Monserrate Ayala, Carl Banks, Raye Clendening, Sunita Cooke, Timothy Flood, Leila Safaralian

Staff Support:
Kristen Huyck, Tori Fishinger, Elizabeth Lurenana, 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.

I. CALL TO ORDER
This meeting's audio will be live-streamed and recorded.

II. ROLL CALL, WELCOME, INTRODUCTIONS

III. APPROVE MEETING MINUTES (15 mins.) – Action Required
A. Regular Meeting Minutes of August 16, 2022

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

V. CHANGES IN AGENDA ORDER

VI. PRESENTATION(S)

VII. COMMITTEE, AD HOC AND TASK FORCE REPORTS (40 minutes)
A. Executive Committee (McGuigan)
  i. Annual Board Giving
B. Finance Committee (Bandemer)
  i. Review & Approve FY 21/22 End of Year Report **(Action Required)**
  ii. Review & Approve FY22/23 Q1 Financial Statements **(Action Required)**
C. Governance & Nominations Committee (Stillinger)

i. Bylaws Revision (Article V, Section 1) – **Action Required**
ii. Discussion of Board Gaps/Needs
iii. Board Prospects – **Action Required**
a. Eva
b. Cindy

D. Comprehensive Campaign Ad hoc Committee (McGuigan)
i. Progress Updates

E. Innovation Grants and Scholarships Ad hoc Committee (Saadat)
i. Scholarships
ii. Innovation Grants
iii. Communications and Calendar

VIII. COLLEGE UPDATES (45 minutes)

A. Office of the Superintendent/President – Superintendent/President Cooke
B. Board of Trustees – Trustee Clendening
C. Administrative Services – Vice President of Administrative Services Flood
D. MM Bond Oversight – Foundation Board Representative Babiarz
E. Institutional Advancement – Vice President of Institutional Advancement Stubblefield

IX. ANNOUNCEMENTS AND MEETING AND EVENT CALENDAR REVIEW (10 minutes)

Next Comprehensive Campaign Committee Meeting
Tuesday, December 13, 2022 at 3:30 – 4:30 p.m.
Next Governance and Nominations Meeting
Tuesday, January 31, 2023 at 2:00 – 3:00 p.m.
Next Finance Committee Meeting
Tuesday, February 7, 2023 at 1:00 – 2:30 p.m.
Next Executive Committee meeting
Tuesday, February 7, 2023 at 3:00 – 4:00 p.m.
Next Foundation Board Meeting
Tuesday, February 21, 2023 at 3:00 – 5:00 p.m.

X. POSSIBLE FUTURE AGENDA ITEMS

A. Foundation Money Flow Explanation Pt. 2 (Bandemer/Babiarz)

XI. ADJOURNMENT

XII. PHOTOGRAPHY

A. There will be a photographer present after the board meeting to get a picture of the full board and take head shots for any board members.

* **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, 760.795.6645, 760.757.2121, extension 6645, or 619.755.5155, extension 6645. The California Relay Service is available by dialing 711 or 800-735-2929 or 800-735-2922.

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, at 760.795.6645 or by e-mail at foundation@miracosta.edu

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