



MIRACOSTA COLLEGE FOUNDATION BOARD GOVERNANCE AND NOMINATIONS COMMITTEE MEETING

MINUTES OF THE REGULAR MEETING

January 28, 2025
Approved April 15, 2025

I. CALL TO ORDER

The MiraCosta College Foundation Governance and Nominations Committee met in open session on Tuesday, January 28, 2025 in Room 1131 on the San Elijo Campus (3333 Manchester Ave, Cardiff, CA 92007). The meeting was live-streamed and recorded on Zoom. Vice Chair Wiback called the meeting to order at 2:06 p.m.

II. ROLL CALL, WELCOME, INTRODUCTIONS

Committee Members Present:

Hema Crockett	Alma Flores	Amy McNamara	Diane Mills
Val Saadat	Denise Stillinger (2:17p.m.)	Sharon Wiback	

Committee Members Absent:

None

Staff Present:

Elizabeth Lurenana Shannon Stubblefield

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

None

IV. CHANGES IN AGENDA ORDER

None

V. APPROVE MEETING MINUTES – Action Required

- A. By motion of Committee Member McNamara, seconded by Committee Member Saadat, the minutes of the regular meeting of October 29, 2024 were approved as presented.

Vote:	6/0/0/1
Aye:	Crockett, Flores, McNamara, Mills, Saadat, Stillinger, Wiback
Nay:	None
Abstain:	None
Absent:	Stillinger

VI. COMMITTEE REPORT(S)

A. Governance and Nominations

i. Emeritus Board Member Knox Williams

- a. The committee discussed the passing of Emeritus Board Member Knox Williams, sharing memories of him.
- Emeritus Board Member Williams will be recognized at the February Quarterly Board Meeting.
 - Staff will update the website and board documents with an asterisk noting he is an emeritus board member who has passed away.

ii. Board Development

- a. VP/ED Stubblefield reviewed proposed changes to the “Areas of Expertise” in the board grid.

- The committee reviewed the recommended new “Areas of Expertise” list and agreed to implement them as proposed, along with the addition of the Energy/Sustainability sector.
- Other categories on the more general grid are ethnicity, age, gender, sexuality, veteran status, alumni status, and religion. These are to be considered when bringing on additional board members.
- b. Staff and the committee reviewed the term expiration grid, noting that seven members are terming out on 6/30/26. They also discussed the best strategy and timeline for bringing on new board members.
 - The committee’s goal for FY 2025/26 will be to onboard four new board members, to manage the number of board member whose terms expire in the same year.
 - The committee discussed the need to identify what gaps will be left behind by board members whose terms are expiring.
 - i. Committee Members also recommended preemptively checking with the board members rolling off in 2026 to see if they are likely to want to re-join after their year hiatus.
 - ii. Chair Stillinger will contact these board members.
 - VP/ED Stubblefield reiterated the need for people who are committed to the mission and vision of MiraCosta College as first priority. Filling any specific gaps in expertise or demographics happens more naturally.
 - Staff will share a sample LinkedIn post that board members can post on LinkedIn, to share the Foundation Board opportunity with their communities.
 - Staff are in touch with board members who previously rolled off the board and can confirm if they are interested in rejoining. They will also reach out to alumni.

VII. STAFF UPDATES

- A. VP/ED Stubblefield announced staff are proposing a new event: The 2025 President’s Reception hosted by the MiraCosta College Foundation Board. The event aims to introduce new community members to the college. She also discussed additional detailed goals.
 - i. This would be a mid-morning coffee format the first time, but additional similar events could happen at different times in the future.
 - ii. Staff are asking board members to consider attending and inviting guests to attend as well, with the goal of having 10-15 board members and 10-15 new community members in attendance.
 - iii. The committee discussed the proposed event and gave recommendations:
 - a. Hosting an additional event on the San Elijo Campus.
 - b. Offering campus tours after the official event.
 - c. Committee Member Saadat said Campus Police could block off a designated amount of parking spots for the event.
 - d. Committee members emphasized the importance of having students speak as part of the program and staff said they will also be asking student ambassadors to be present to mingle with guests.
 - iv. Staff will send out the date when it is confirmed.

VIII. ANNOUNCEMENTS, MEETING AND EVENT CALENDAR REVIEW

Next Finance Committee Meeting (San Elijo Campus)

Tuesday, February 4, 2025 at 2:00 – 3:30 p.m.

Next Executive Committee Meeting (San Elijo Campus)

Tuesday, February 4, 2025 at 3:45 – 5:00 p.m.

Next Quarterly Board Meeting (TCI Campus)

Tuesday, February 25, 2025 at 3:00 – 5:00 p.m.

Scholarship Celebration (Oceanside Campus)

Friday, February 28, 2025 at 5:00 – 7:00 p.m.

Next Governance and Nominations Committee Meeting (San Elijo Campus)

Tuesday, April 15, 2025 at 2:00 – 3:00 p.m.

Next Audit Committee Meeting (San Elijo Campus)

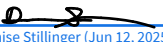
Tuesday, April 22, 2025 at 1:00 – 1:30 p.m.

IX. FUTURE AGENDA ITEMS

None

X. ADJOURNMENT

The meeting was adjourned at 2:53 p.m.


Denise Stilling (Jun 12, 2025 12:18 PDT)

Denise Stilling
Committee Chair


Shannon Stubblefield (Jun 12, 2025 13:52 PDT)

Shannon Stubblefield
Executive Director









2025.01.28 MCC Foundation Governance & Nominations Committee Minutes Approved

Final Audit Report

2025-06-12

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