



SAN BERNARDINO VALLEY COLLEGE FOUNDATION MINUTES
March 8, 2017 - 5:00 p.m. – SBVC ADSS 207

SBVC Foundation Board Directors Present/Absent:

A	Bruce Baron	P	Patricia Hinojosa	P	Ruth Sandlin
A	Dennis Baxter	A	Celia Huston	P	Lynda Savage
P	Rich Beemer	A	Barbara McGee	A	Kristine Scott
P	Paul Bratulin	A	John McMahon	P	Paul Shimoff
P	Lois Carson	A	Gary Miller	A	Donald Singer
P	Karen Childers	P	Phil Morris	P	Scott Stark
P	Nick DePasquale	P	Faye Pointer	P	Edward Szumski
A	Eloise Gomez-Reyes	A	President Diana Rodriguez	A	Danny Tillman
A	Gloria Harrison	A	Gary Saenz	P	Rod Torres
				P	Brian Townsend

SBVC Foundation Staff Present: Phylcia Sanchez

I. Call to Order:

President Rich Beemer called the meeting to order at 5:08 p.m.

II. Welcome & Introductions: Self introductions were made.

III Approval of minutes from January 11, 2017

Shimoff moved, Carson seconded, minutes were approved with no changes.

IV. President’s Report:

President Rodriguez was unable to attend tonight.

V. Committee Report:

a) Alumni: Szumski reported.

1. Alumni Association is now accepting Alumni Hall of Fame nominations. The Alumni Hall of Fame induction will be held on September 22, 2017. The Alumni Hall of Fame nomination form has been posted on the website at

<https://www.sbvcfoundation.org/sbvc-alumni/nomination-form.php>

and a printed copy is included in tonight's meeting materials.

2. The Alumni Association has just signed 6 letters for Lifetime Alumni Association members. Szumski would like more members to join so that additional scholarships can be awarded to students from the Alumni Association.
- b) Board Development: Carson reported.
1. The Foundation Board is currently accepting board nominations. Board directors and the community can nominate themselves or someone else.
 2. We are using the new board nomination process approved at the January 2017 Board meeting. New members will be installed to the Foundation Board at the annual meeting on June 14, 2017.
- c) Finance: Hinojosa reported. Hinojosa reviewed the US Trust financial report for the Foundation and the Investment Performance Trailing Returns that were included in the board packet. Hinojosa reported that the report looks very good.
- d) Strategic Planning: Morris reported.
1. Morris reported having met with the Foundation Executive Committee on Feb. 28, 2017 to discuss bylaws.
 2. Morris discussed quote from attorney for \$4,000 to review and revise bylaws according to the changes the Strategic Planning Committee has been working on.
 3. Shimoff moved to hire the attorney at a fee not to exceed \$4,000 for review and revision of Foundation bylaws, a draft agreement between SBVC Foundation and SBCCD, and a letter reflecting the attorney's opinion that the Foundation is a 509(a)(3) Type III functionally integrated organization. Carson seconded the motion, and the motion passed.

4. Morris reported that the Strategic Planning Committee now intends to review Foundation policies and procedures and bring them together into a manual for the board to be able to refer to.
5. Morris asked about spending policy. The Foundation has three authorized signers: the Board president, vice president, and treasurer. Each Foundation check must have two authorized signatures.
6. The Board discussed approval levels as follows:
 - i. Unbudgeted, unrestricted expenses under \$500 do not need approval beyond the normal process.
 - ii. Unbudgeted, unrestricted expenses of \$500-\$2,499 require the approval of two directors on the Executive Committee.
 - iii. Unbudgeted, unrestricted expenses of \$2,500 and more require Board approval. Shimoff moved and Carson seconded the motion.

e) Fundraising: Beemer reported.

- i. Golf: The 7th annual golf tournament is April 21, 2017. The planning committee has been meeting regularly. Members of the committee met with Arrowhead Country Club last week. Currently the number of players is low and the major push is to sell tee-signs for the event.

VI. Budget Report: Scott Stark:

Stark reviewed the Foundation's Operating Budget 2016-17 report that was included in the board packet. Stark touched on the income and expenses and what changes are to be expected moving towards the end of the year. Shimoff inquired about a Pepsi report that indicates the expenses of the Pepsi funds since the funds are kept through the Foundation.

VII. Director's Report: Karen Childers

Childers highlighted on the Foundation's calendar and which events are approaching. Foundation Board members have been invited to attend the upcoming events.

- a) March 10, 2017 – Valley Bound Commitment Luncheon
- b) March 24, 2017 – President's Circle Luncheon
- c) April 21, 2017 – 7th Annual Golf Tournament
- d) May 10, 2017 – Donor Reception and Scholarship Awards Ceremony

VIII. Old Business: Rich Beemer

- a) It has been determined that the Foundation is a 509(a)(3) Supporting Organization, Type III functionally integrated.

IX. New Business:

- a) It was requested that the May 10, 2017 board meeting be moved to May 17, 2017 due to the Donor Reception and Scholarship Awards Ceremony occurring on May 10th. Morris moved, Shimoff seconded, and the motion passed.

X. Next Board Meeting:

May 17, 2017 @ 5:00 pm
Dinner will be provided

XI. Adjourn: The meeting was adjourned at 6:06 p.m.

Respectfully submitted,



Diana Z. Rodriguez, Secretary