



SAN BERNARDINO VALLEY COLLEGE FOUNDATION MINUTES

May 14, 2025 - 5:00 p.m. – AD/SS 207/ZOOM

SBVC Foundation Board Directors Present/Absent:

P	Dolores Armstead	A	Ernesto Izarraras	A	Lisa Obershaw-Durham
P	Keith Bacon	P	Shelley Krusbe	A	Joseph Paulino
A	Susan Bangasser	P	Kenneth Lane	P	Anthony Roberson
P	Paul Bratulin	P	Mike Layne	P	Thomas Robles
A	Michael Burrows	A	Becky Lepins	A	Diana Z. Rodriguez
A	Veronica Bustillos	A	Bronica Martindale	P	George San Martin
P	Bill Clarke	P	Justin Martinez	A	Michael Sola
P	Gilbert Contreras	P	Pamela Montana	P	Dexter Thomas
P	John Echevarria	A	Kimberly Morales	A	James Tillman
P	Scott Henderson	P	Kerry Neal	A	Helen Tran
A	Andrea Hecht	P	Shelby Obershaw		

SBVC Staff: Lacey Domon, Eve Mulhall, Phylisia Sanchez

Guests: Lisa Wright

I. Call to Order:

Vice President George San Martin called the meeting to order at 5:05 p.m.

II. Approval of minutes from March 12, 2025

Lane moved, Obershaw seconded, minutes were approved.

III. SBVC President's Report:

- Enrollment has increased by 14% for the fall semester.
- Special thanks were extended to Mike Layne and the entire team for coordinating a truly memorable scholarship ceremony. The event provided students, along with their families and loved ones, an opportunity to celebrate their achievements. Receiving a scholarship is especially meaningful for many of our students, including those who are low-income, first-generation, or facing challenges such as food and housing insecurity. The number of scholarships awarded this year is a direct reflection of the strong leadership of the Foundation and this Board.
- The college is actively preparing for its centennial celebration. Plans include a gala on Friday, March 27, 2026, as well as 100 special events throughout the year to

commemorate this milestone. Among these efforts will be the \$100 for 100 Years Campaign, designed to strengthen employee giving in support of student success. The college will also make a request that the City of San Bernardino and the SBCCD Board of Trustees proclaim March 26, 2026, as Valley College Day.

- The college is currently realigning its institutional goals and objectives. While 132 goals exist at present, the Valley Up Initiative (2025–2030) will streamline these into 10 focused goals guided by the principle of advancing community. This initiative will highlight four key priorities:
 1. Career and Transfer
 2. Health and Safety
 3. Boldly Student-Centered Practices
 4. Diversity and Inclusion

IV. Committee Reports:

a) Alumni – Justin Martinez
No report

b) Board Development – Mike Layne
No report.

c) Finance – George San Martin
No report. The committee will be meeting soon.

d) Strategic Planning – Ken Lane
The committee thanked board members who completed the recent survey on recommendations for the strategic plan.

The Strategic Planning Committee presented the following recommended Foundation Goals for 2026–2031:

Strategic Goal 1: Doubling net assets to \$15 Million

Strategic Goal 2: Securing \$500,000 annually for student support programs

Strategic Goal 3: Enhancing community awareness

The committee will continue refining the strategic plan to include detailed strategies, performance measures, and targets. A draft plan will be presented at the Board Retreat for review and input, with the goal of obtaining final Board approval by December 31, 2025.

A motion was made by Lane to approve the Foundation's mission, vision, and goals as presented. Martinez motioned; San Martin seconded. The motion passed unanimously.

e) Fundraising – Mike Layne

Gala Update: The gala planning committee will meet on the third Wednesday of each month from 2–3 p.m. in the President's Conference Room. The next meeting is scheduled for May 21st.

f) Audit – Mike Layne

The 2023–2024 audit was presented at the March meeting by Pat Spafford. It was a clean audit. Next year's audit is expected to be more costly, as the Foundation will be required to undergo a **Single Audit (A-133)** due to the federal grant received from Congressman Aguilar.

V. Budget Report: Mike Layne

The Board was presented with the Foundation's actual-versus-budgeted report through March 2025. The net ordinary income is just over \$1.8 million, and the budget is in good shape.

VI. Director's Report: Mike Layne

- The Foundation will be disbursing over \$800,000 in student scholarships by the end of June—a record amount for the Foundation. Scholarships were awarded to more than 577 students. Both the donor reception and scholarship ceremony were well received, with positive feedback from attendees. Dr. Contreras was thanked for presenting Supervisor Baca, Jr., at the ceremony, and students and their families were thrilled to be recognized.
- The Foundation received a \$125,000 grant from the LA84 Foundation to support the Athletics Department and expand physical activity programs for local elementary school students.
- The Foundation was approved for an additional six years of funding at \$150,000 annually through the Finish Line Scholars Program to provide student scholarships.
- The Foundation continues to meet its grant revenue metrics, securing \$1.5 million from Congressman Aguilar and \$2.2 million from San Manuel in the past two years, totaling \$3.7 million.
- A grant application for \$300,000 was submitted to Chick-fil-A Inspiration to support the Valley Bound Program. As San Manuel will discontinue its support for the program after 2026, alternative funding sources are being sought.
- A \$5 million community project funding request was submitted to Congressman Aguilar to support SBVC Aeronautics, with most funds designated to cover pilot

training costs. Flight school averages \$50,000 per student to complete required hours.

- Multiple meetings have been held with the IEHP Foundation and other local partners regarding the Blue Zone Initiative, which could result in funding for the Foundation and expanded opportunities for students to secure higher-wage jobs in healthcare.
- The Foundation's total endowment remains above \$8.1 million, with \$6.7 million in permanently restricted funds.
- Planning continues for the 100th Gala scheduled on March 27, 2026.
- Lisa Wright will work with the Strategic Planning Committee to develop major gift campaign components and will also engage board members during the August Board Retreat on the 5-Year Strategic Plan. The plan is expected to be finalized and approved before year-end.
- The Gala Planning Committee meets on the third Wednesday of each month from 2–3 p.m. in the President's Conference Room. Volunteers are needed to help distribute alumni cards to students on commencement day; interested members should contact Phylicia.
- Commencement is scheduled for May 23, 2025, from 9–11 a.m. at the 66ers Stadium.
- The projected 2025–2026 operating budget of \$2,698,000 was presented. The budget, which takes effect July 1, 2025, is reviewed at each Executive and Board meeting. San Martin motioned to approve the budget; Armstead seconded. The motion was approved.

Scholarship Update – Mike Layne

Over \$801,000 in total student scholarships were awarded to 577 students, encompassing 825 individual scholarships, as many students received more than one award. The scholarships averaged over \$1,300 per student. Some awards will be disbursed before the end of the month, while others are scheduled for disbursement by June 30, if not sooner. Phylicia is actively contacting students to remind them to submit the required document.

Alumni Relations – Lacey Domon

The Alumni Association has made several enhancements to improve engagement and outreach. A dedicated Campus Tours page has been added, with tours now personalized for alumni, donors, and partners. The alumni sign-up form and membership card have been updated, with the card now available digitally. The benefits page has been redesigned, highlighting alumni discounts through local business partnerships. The Alumni Mixer in April drew 36 registrations and 21 attendees, and additional networking events are planned. During graduation season, the Association promoted itself through celebrations, updated postcards, and brochures. Efforts are underway to implement a CRM system to better track alumni, and the Hall of Fame event is scheduled to return in 2026.

Communications Report – Eve Mulhall

The report covered the period of January 13, 2025, to May 13, 2025, and included updates on email communications, social media efforts, and website enhancements:

- Social Media Growth: Followers increased by 28%.
- Reach: Content generated 76,577 total views, the majority from non-followers.
- Content Posted: 122 total posts, including:
 - 10 Alumni Association updates
 - 29 Event promotions
 - 8 Program highlights
 - 7 Spotlights
 - 68 Reposts & stories
- Engagement: 3,641 total interactions (shares and comments).
- Website: A demonstration of the redesigned website was provided to the Board, highlighting recent updates.

VII. Old Business: Justin Martinez

No report.

VIII. New Business: Justin Martinez


Martinez nominated San Martin to serve as President and Pamela Montana to serve as Vice President, effective July 1, 2025. In addition, Justin Martinez will be removed as an authorized signer on the Foundation's bank account, and Pamela Montana will be added as an authorized signer. The motion was made by Ken, seconded by Bill, and approved unanimously.

IX. Other

Layne informed the Board that the permanent display honoring Chuck Obershaw has been installed in the automotive shop of the new Applied Technology Building. The sandstone display is prominently featured and makes a strong visual impact.

X. Adjourn: The meeting was adjourned at 6:10 p.m.

Respectfully submitted,



9-19-2025

Gilbert J. Contreras, Ph.D
Secretary