

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

William Ow

VICE PRESIDENT

Owen Brown

SECRETARY

Claire Biancalana

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Leola Lapidés

COMMUNITY REPRESENTATIVES

Rob Allen

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Karen Semingson

Kate Terrell

Rachel Wedeen

COLLEGE TRUSTEE REPRESENTATIVES

Gary Reece

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: February 5, 2019

TO: Rob Allen, Alan Aman, Ed Banks, Claire Biancalana, Owen Brown, Enrique Buelna, Linda Burroughs, Ceil Cirillo, Linda Downing, Sue Gochis, David Heald, Leola Lapidés, Victoria Lewis, Kelly Nesheim, Amy Newell, June Padilla Ponce, Patty Quillin, Maria Esther Rodriguez, Gun Ruder, Karen Semingson, Rachael Spencer, Kate Terrell, Rachel Wedeen, Kathleen Welch, Matt Wetstein, Donna Ziel

FROM: CCF President, William Ow

GUESTS: Brian Sharpes, Consultant, Graystone Consulting
Liz Dominguez, Cabrillo Advancement Program
Counselor/Coordinator and CAP Students

SUBJECT: Cabrillo College Foundation Board of Directors Regular Meeting
Tuesday, February 12, 2019
12:00 pm – 2:00 pm
Cabrillo College, Sesnon House, Room 1804
6500 Soquel Drive, Aptos, CA 95003

Item	Responsibility	Page
A. Regular Open Session		
1. Welcome and Call to Order	W. Ow	
2. Approval of Agenda	W. Ow	
<i>We reserve the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action, the agenda for this meeting is to be approved as presented. Items may be added to this agenda for discussion or action only as permitted by the Brown Act.</i>		

Any open session writings distributed either as part of the agenda packet, or within 72 hours of a regular meeting, can be viewed at the Foundation office, 6500 Soquel Drive, Aptos, CA 95003.

6500 SOQUEL DRIVE • APTOS, CA 95003 • 831.479.6338
FOUNDATION@CABRILLO.EDU • FOUNDATION.CABRILLO.EDU

Item	Responsibility	Page
B. Public Comment		
1. Public Comment Opportunity	W. Ow	
C. Special Presentations		
1. Review of CCF Investments	B. Sharpes	
1.1 Traditional Pool Summary Activity as of December 31, 2018		5
1.2 ESG Pool Summary Activity as of December 31, 2018		6
1.3 Title V Summary Activity as of December 31, 2018		7
1.4 Title III Summary Activity as of December 31, 2018		8
2. Liz Dominguez, Cabrillo Advancement Program	M. Wetstein	
D. Action Items		
1. November 13, 2018 meeting minutes	W. Ow	9 - 15
2. December 31, 2018 Financial Statements	A. Aman	
2.1 December 31, 2018 Condensed Narrative		16 – 17
2.2 Balance Sheet		18 – 21
2.3 Income Statement by Fund		22 - 24
2.4 Income Statement Budget-to-Actual		25 - 26
E. Reports		
1. College President Report	M. Wetstein	27 - 28
2. Executive Director Report	E. Hill	29
2.1 Fundraising Totals and Goal July 1, 2018 to January 31, 2019		30
Outright Gifts:	\$ 2,357,204	
Unbooked Revocable Planned Gifts:	\$ 1,385,000	
Total:	\$ 3,742,204	
2.2 2018-19 Fundraising Targets		31
2.3 2018-19 Disbursements		32
2.4 Total Net Assets, Endowed Net Assets and Historical Gifts Chart as of December 31, 2018		33

Item	Responsibility	Page
F. Informational Items		
1. President's Circle Campaign Update	C. Cirillo	34 - 38
2. Faculty Grants	O. Brown	39 - 42
3. Ag Tech Advisory Summit and Grand Opening	J. Ponce	43
4. Stadium Turf Fundraising	E. Hill	44
5. Cabrillo Advancement Program Update	E. Hill	45
6. 2019-20 Budget Timeline	N. Machado	46
7. 990 Timeline	N. Machado	47
8. Committee Calendar and Roster	W. Ow	48 - 49
G. Adjournment		
1. Adjournment	W. Ow	

2018-19 BOARD MEETINGS:
Tuesdays, 12:00 pm – 2:00 pm
Sesnon House, Room 1804

May 14, 2019 (Watsonville Center)

BOARD OF DIRECTORS ATTENDANCE CHART

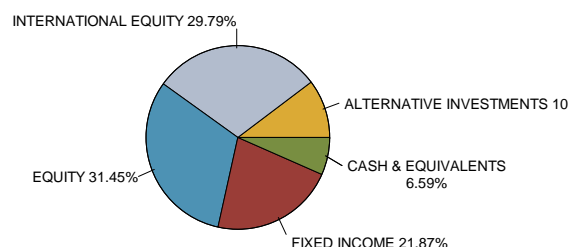
Board of Directors	9/11/18	11/13/18	2/12/19	5/14/19
Rob Allen	P	P		
Alan Aman	P	P		
Claire Biancalana	A	P		
Owen Brown	P	P		
Enrique Buelna	A	A		
Linda Burroughs	A	P		
Ceil Cirillo	P	P		
Linda Downing	A	A		
Sue Gochis	P	P		
David Heald	P	A		
Leola Lapidés	P	P		
Victoria Lewis	P	P		
Kelly Nesheim	P	P		
Amy Newell	P	P		
William Ow	P	P		
June Padilla Ponce	P	P		
Patty Quillin	A	P		
Gary Reece	P	P		
Maria Esther Rodriguez	P	A		
Gun Ruder	P	P		
Karen Semingson	P	P		
Rachael Spencer	P	A		
Kate Terrell	P	P		
Rachel Wedeen	A	P		
Kathleen Welch	A	A		
Matt Wetstein	P	P		
Donna Ziel	P	P		

P=Present, A=Absent, N/A=Not applicable, not on the Board at the time. Based on Board of Director's meeting minutes. Please contact Cabrillo College Foundation if you believe this chart is in error.

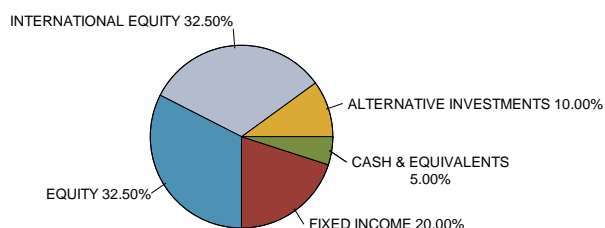
CABRILLO COLLEGE FOUNDATION - LONG-TERM POOL SUMMARY FOR THE PERIOD 7/1/2018 THROUGH 12/31/2018

Asset Allocation Analysis

Asset Allocation as of December 31, 2018

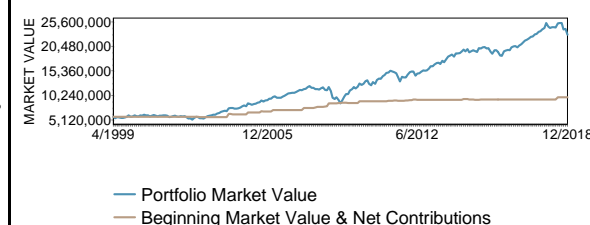


Target Asset Allocation



Portfolio Growth

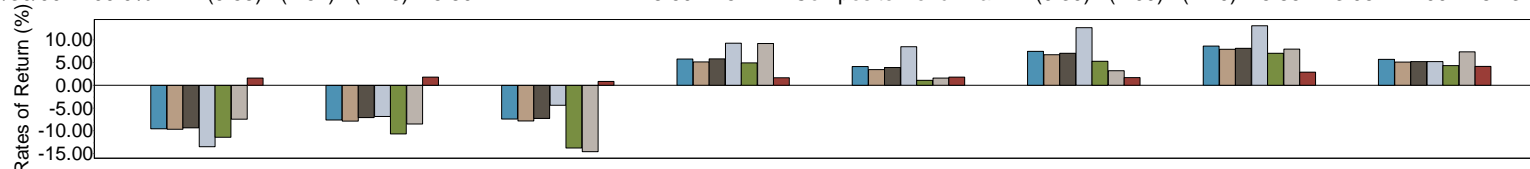
Source of Portfolio Growth
April 30, 1999 Through December 31, 2018



	Dollars		
	Latest Quarter	Since Inception	
Beginning Value	25,381,348	5,808,118	
Net Contribution	-3,613	4,065,851	
Investment Return	-2,466,095	13,037,671	
Ending Value	22,911,640	22,911,640	

Portfolio Returns

Name	Incept. Date	Current Allocation	Latest Quarter	Fiscal YTD	One Year	Three Years	Five Years	Seven Years	Ten Years	Since Incep	Comparative Index	Latest Quarter	Fiscal YTD	One Year	Three Years	Five Years	Seven Years	Ten Years	Since Incep
TOTAL FUND																			
SPDR Total Stock Market	04/26/99	27.1%	(14.86)	(8.77)	(5.77)	8.71	7.67	12.21	13.05	5.80	Russell 3000	(14.30)	(8.20)	(5.24)	8.97	7.91	12.46	13.18	5.65
MLP	04/30/18	4.4%	(24.54)	(21.26)	-	-	-	-	-	(18.70)	Alerian MLP Index	(17.30)	(11.86)	(12.42)	(1.06)	(7.31)	(1.26)	9.58	(8.84)
Breckinridge Intm Fixed	05/31/06	22.1%	1.77	1.99	1.22	1.92	2.52	2.50	4.31	4.89	Barclays Int Gov/Cr *	1.65	1.87	0.88	1.70	2.01	1.79	3.09	3.78
Brandes Intl	04/30/99	9.9%	(10.58)	(9.72)	(9.77)	3.75	1.25	6.29	5.86	5.81	MSCI Net EAFE	(12.54)	(11.35)	(13.79)	2.87	0.53	5.75	6.32	3.30
Hansberger Intl	01/31/05	4.6%	(14.45)	(14.06)	(15.16)	6.67	3.07	7.61	8.88	5.70	MSCI ACWI x US	(11.46)	(10.84)	(14.20)	4.48	0.67	4.85	6.57	4.34
Brandes Global MidCap	12/22/08	0.5%	(9.82)	(11.30)	(14.42)	4.75	2.99	10.82	14.25	14.25	MSCI SC World	(17.65)	(15.96)	(13.48)	6.47	4.34	9.94	12.50	12.50
Accuvest Intl	11/30/11	4.6%	(13.79)	(14.47)	(18.42)	1.33	(0.83)	3.58	-	2.89	MSCI ACWI x US	(11.46)	(10.84)	(14.20)	4.48	0.67	4.85	6.57	4.62
Intl Small Cap	10/24/16	6.9%	(13.96)	(16.55)	(18.89)	-	-	-	-	1.22	SP Developed ExUS SC	(16.55)	(16.78)	(18.46)	3.86	2.80	7.99	9.99	3.63
iShares MSCI EM	12/19/18	4.0%	-	-	-	-	-	-	-	-	MSCI Net EM	(7.47)	(8.49)	(14.58)	9.25	1.65	3.23	8.02	-
Liquid Alternatives	04/30/13	10.4%	(4.25)	(3.73)	(5.32)	1.85	0.97	-	-	0.77	HFRX Global Hedge	(5.56)	(5.92)	(6.72)	0.45	(0.59)	1.01	1.55	(0.03)
Putnam Short Duration	04/30/18	5.5%	0.31	1.06	-	-	-	-	-	1.24	FTSE 1 Mo TBill	0.56	1.04	1.82	0.94	0.57	0.42	0.32	1.33
TOTAL FUND	04/30/99	100.0%	(9.55)	(7.64)	(7.43)	5.80	4.14	7.47	8.69	5.74	Composite Benchmark	(9.39)	(7.09)	(7.29)	5.85	3.95	7.09	8.13	5.22

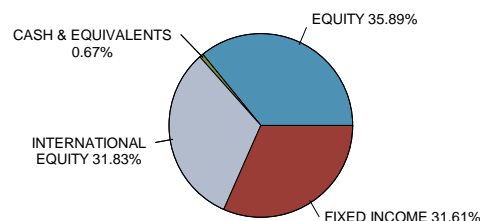


	Latest Quarter	Fiscal YTD	One Year	Three Years	Five Years	Seven Years	Ten Years	Since Incep
TOTAL FUND Gross Time Weighted Return	-9.55	-7.64	-7.43	5.80	4.14	7.47	8.69	5.74
TOTAL FUND Net Time Weighted Return	-9.69	-7.91	-7.83	5.19	3.49	6.77	7.96	5.10
Composite Benchmark	-9.39	-7.09	-7.29	5.85	3.95	7.09	8.13	5.22
S&P 500 Index	-13.52	-6.85	-4.38	9.26	8.49	12.70	13.12	5.25
MSCI ACWI x US	-11.41	-10.70	-13.78	4.98	1.14	5.33	7.06	4.33
MSCI Net EM	-7.47	-8.49	-14.58	9.25	1.65	3.23	8.02	7.38
BB Int Gov/Cr	1.65	1.87	0.88	1.70	1.85	1.75	2.90	4.22

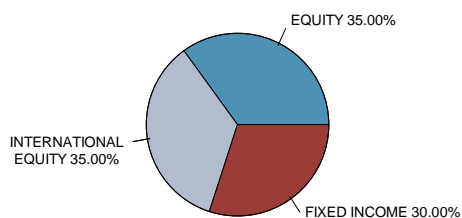
* Strategy was transitioned from Barclays Intermediate Agg on 11/2014.

Asset Allocation Analysis

Asset Allocation as of December 31, 2018

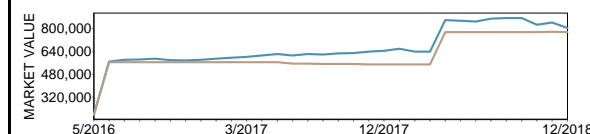


Target Asset Allocation



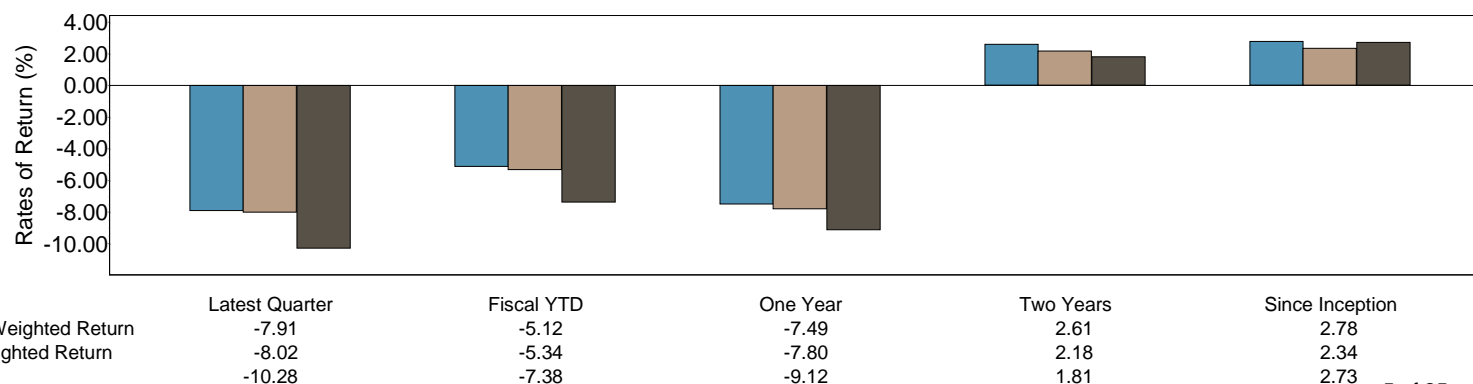
Portfolio Growth

Source of Portfolio Growth
May 18, 2016 Through December 31, 2018



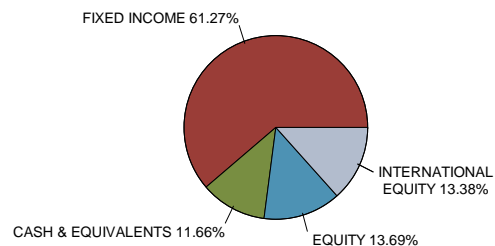
	Dollars	
	Latest Quarter	Since Inception
Beginning Value	874,935	198,742
Net Contribution	-506	576,767
Investment Return	-70,194	28,725
Ending Value	804,235	804,235

Name	Incept. Date	Current Allocation	Latest Quarter	Portfolio Returns				Comparative Index	Latest Quarter	Fiscal YTD	One Year	Two Years	Since Inception	
				Fiscal YTD	One Year	Two Years	Since Inception							
TOTAL FUND														
ESG Trillium Lg Cap Core	05/19/16	10.1%	(12.69)	(5.34)	(1.68)	7.63	8.78	S&P 500 Index	(13.52)	(6.85)	(4.38)	7.93	9.33	
ESG Gabelli	01/23/18	8.6%	(14.45)	(10.96)	-	-	(18.72)	S&P 500 Index	(13.52)	(6.85)	(4.38)	7.93	(9.56)	
ESG Breckinridge Intm Fixed	05/19/16	31.9%	1.79	2.09	0.74	2.01	1.32	BB Int Gov/Cr	1.65	1.87	0.88	1.51	0.97	
ESG Intl Funds	05/18/16	16.0%	(10.87)	(10.07)	(13.04)	3.90	3.80	MSCI ACWI Ex-US*	(11.46)	(10.84)	(14.20)	3.02	4.42	
ESG Parametric ACWI	04/30/18	33.4%	(11.33)	(7.29)	-	-	(10.20)	MSCI ACWI ESG	(11.36)	(7.43)	(9.54)	7.26	(9.90)	
TOTAL FUND	05/18/16	100.0%	(7.91)	(5.12)	(7.49)	2.61	2.78	Composite Benchmark	(10.28)	(7.38)	(9.12)	1.81	2.73	

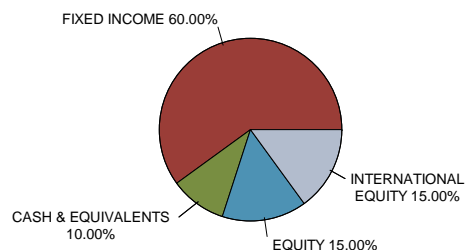


Asset Allocation Analysis

Asset Allocation as of December 31, 2018

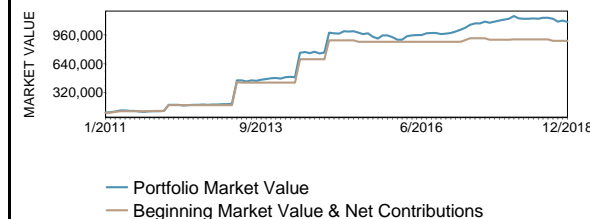


Target Asset Allocation



Portfolio Growth

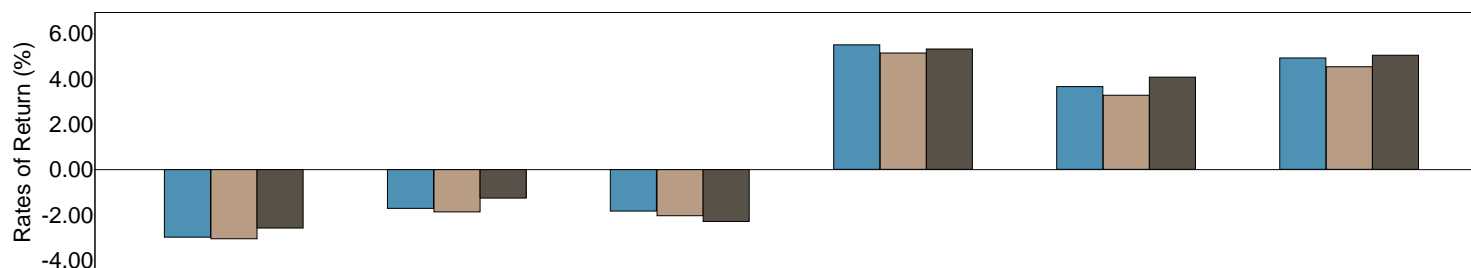
Source of Portfolio Growth
January 5, 2011 Through December 31, 2018



	Dollars		
	Latest Quarter	Since Inception	
Beginning Value	1,134,347	98,929	
Net Contribution	0	792,478	
Investment Return	-34,795	208,145	
Ending Value	1,099,552	1,099,552	

Portfolio Returns

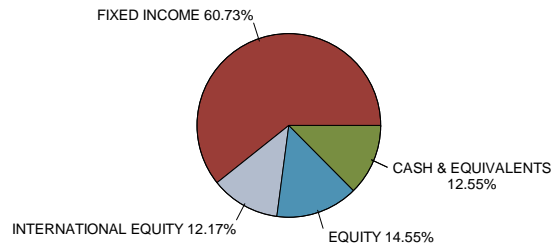
	Incept. Date	Current Allocation	Latest Quarter	Fiscal YTD	One Year	Three Years	Five Years	Since Inception		Latest Quarter	Fiscal YTD	One Year	Three Years	Five Years	Since Inception
Name									Comparative Index						
TOTAL FUND															
Global Core Equity	04/30/18	27.4%	(12.15)	(9.21)	-	-	-	(9.51)	MSCI AC World Net	(12.75)	(9.02)	(9.42)	6.60	4.26	(9.40)
US Core Fixed Income	04/30/18	62.0%	1.11	1.51	-	-	-	2.12	BB Agg Bond	1.64	1.65	0.01	2.06	2.52	2.25
Putnam Short Duration	04/30/18	10.6%	0.31	1.06	-	-	-	1.26	FTSE 1 Mo TBill	0.56	1.04	1.82	0.94	0.57	1.33
TOTAL FUND	01/05/11	100.0%	(2.99)	(1.72)	(1.84)	5.50	3.66	4.92	Composite Benchmark	(2.59)	(1.28)	(2.30)	5.32	4.07	5.04



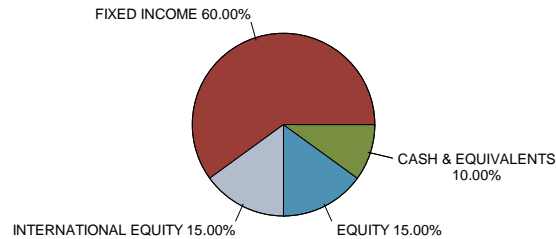
	Latest Quarter	Fiscal YTD	One Year	Three Years	Five Years	Since Inception
TOTAL FUND Gross Time Weighted Return	-2.99	-1.72	-1.84	5.50	3.66	4.92
TOTAL FUND Net Time Weighted Return	-3.07	-1.88	-2.05	5.14	3.28	4.53
Composite Benchmark	-2.59	-1.28	-2.30	5.32	4.07	5.04

Asset Allocation Analysis

Asset Allocation as of December 31, 2018

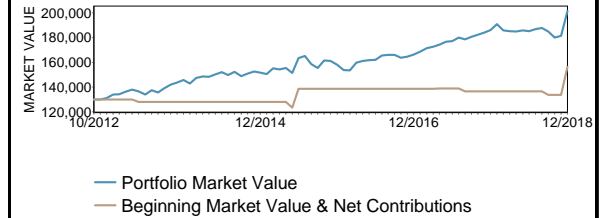


Target Asset Allocation



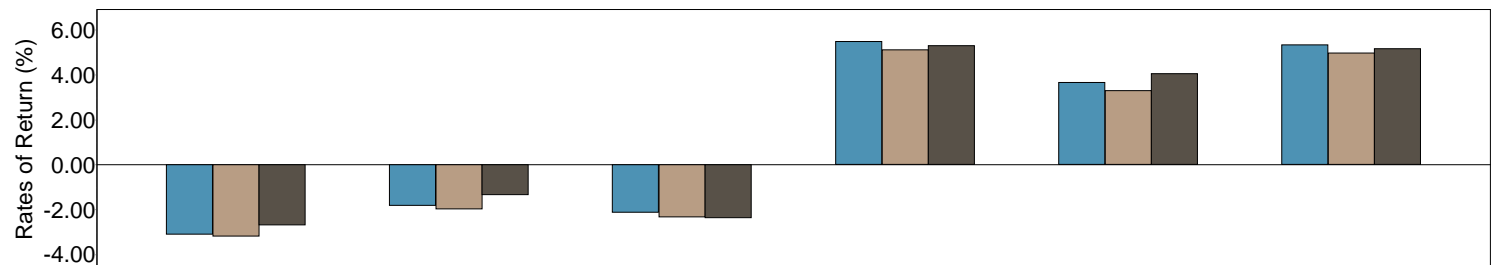
Portfolio Growth

Source of Portfolio Growth
October 12, 2012 Through December 31, 2018



	Dollars	
	Latest Quarter	Since Inception
Beginning Value	184,745	129,984
Net Contribution	22,500	26,459
Investment Return	-5,758	45,044
Ending Value	201,488	201,488

Name	Incept. Date	Current Allocation	Latest Quarter	Portfolio Returns					Comparative Index	Latest Quarter	Fiscal YTD	One Year	Three Years	Five Years	Since Inception
				Fiscal YTD	One Year	Three Years	Five Years	Since Inception							
TOTAL FUND															
Global Core Equity	04/30/18	28.0%	(11.85)	(8.87)	-	-	-	(9.16)	MSCI AC World Net	(12.75)	(9.02)	(9.42)	6.60	4.26	(9.40)
US Core Fixed Income	04/30/18	61.5%	1.11	1.50	-	-	-	2.12	BB Agg Bond	1.64	1.65	0.01	2.06	2.52	2.25
Putnam Short Duration	04/30/18	10.5%	0.27	1.02	-	-	-	1.19	FTSE 1 Mo TBill	0.56	1.04	1.82	0.94	0.57	1.33
TOTAL FUND	10/12/12	100.0%	(3.10)	(1.81)	(2.11)	5.48	3.67	5.34	Composite Benchmark	(2.68)	(1.34)	(2.36)	5.30	4.06	5.17



TOTAL FUND Gross Time Weighted Return	-3.10
TOTAL FUND Net Time Weighted Return	-3.18
Composite Benchmark	-2.68

**CABRILLO COLLEGE FOUNDATION
BOARD OF DIRECTORS MEETING
Minutes of November 13, 2018**

Directors Present: Rob Allen, Alan Aman, Claire Biancalana, Owen Brown, Linda Burroughs, Ceil Cirillo, Sue Gochis, Leola Lapidés, Victoria Lewis, Kelly Nesheim, Amy Newell, William Ow, June Padilla Ponce, Patty Quillin, Gary Reece, Gun Ruder, Karen Semingson, Kate Terrell, Rachel Wedeen, Matt Wetstein, Donna Ziel

Directors Absent: Enrique Buelna, Linda Downing, David Heald, Maria Esther Rodriguez, Rachael Spencer, Kathleen Welch,

Staff Present: Eileen Hill, Kate Staveland, Nancy Machado, Lori Hood

Call to Order

William Ow called the meeting to order at 12:26 pm.

Approval of Agenda

Motion: MSC: C. Cirillo/L. Lapidés. The committee voted unanimously to approve the Board agenda.

Public Comment Opportunity

There were no members of the public in attendance.

Special Presentation – Carolyn Jackson

Carolyn Jackson, Director of the Honors Transfer Program at Cabrillo College, gave an overview of the program. She reported that one third of the students in the program are from underrepresented populations on campus. 50% of the student in the program transfer within 2 years of attending Cabrillo. The Honors Transfer Program at Cabrillo has specific agreements with its various university partners. For example, UCLA offers priority admission into the College of Letters and Sciences with a GPA of 3.4 and 15 units of honors courses.

Carolyn introduced JuJu Eulensen-Wallace, who talked about her experience as an honors transfer student. She described the many benefits of the program including the clubs, events and field trips aimed at creating a community in this group of mostly commuter students and the value of smaller class sizes and dedicated teachers. JuJu is hoping to transfer to UCLA. Kyle Ethan Ross, another honors transfer student, is a re-entry student who is studying filmmaking and writing. He spoke about how much he has benefited from the program support in enhancing writing skills and research methods. He is hoping to transfer to USC, UCLA or UC Irvine.

Approve 9/11/2018 Board Meeting Minutes to reflect that Rachel Wedeen, a new Board member, was unable to make the meeting.

Motion: MSC: R. Allen / L. Lapidés.

The following Board Members voted to approve the minutes of September 11, 2018 as amended:

Rob Allen, Alan Aman, Owen Brown, Ceil Cirillo, Sue Gochis, Leola Lapidés, Victoria Lewis, Kelly Nesheim, Amy Newell, June Padilla Ponce, Patty Quillin, Gary Reece, Gun Ruder, Karen Semingson, Kate Terrell, Matt Wetstein, Donna Ziel

The following Board Members abstained:

Claire Biancalana, Linda Burroughs, Patty Quillin, Rachel Wedeen

The following Board Members were absent:

Enrique Buelna, Linda Downing, David Heald, Maria Esther Rodriguez, Rachael Spencer, Kathleen Welch,

2017-18 Audit Draft

Terri Montgomery, Partner at Vavrinek, Trine, Day & Co., LLP, gave an overview of the Cabrillo College Foundation Audit Report. The Audit Committee accepted the 2017-18 Draft Audit report on October 1, 2018 and the Executive Committee accepted the 2017-18 Draft Audit Report on October 25, 2018.

Motion: MSC: G. Reece/D. Ziel. The committee voted unanimously to accept the Cabrillo College Foundation 2017-18 Audit Draft as presented.

Approve Financial Statements

Alan Aman reported as of September 30, 2018, the total assets were \$35.2M, \$3.6M over prior year. Net assets were \$33.9M, \$3.5M over prior year. The total revenue for unrestricted, non-endowed and endowed funds was \$1.6M. Total expenses were \$616K with a net surplus for all funds of \$1.0M. The total operating revenue was \$218K and expenses \$213K. The operating surplus was \$5K.

Motion: MSC: G. Reece/D. Ziel. The committee voted unanimously to approve the September 30, 2018 Financial Statements.

College Trustee Vacancy on Board

Gary Reece will be leaving his post as Cabrillo College Trustee after 24 years of service to Cabrillo College on December 7, 2018. Gary serves as one of the three Cabrillo Trustee Representatives on the Cabrillo College Foundation Board and his exit leaves a vacancy on the Foundation Board of Directors. William Ow thanked Gary for his service and presented him with a certificate of appreciation.

With the endorsement of Cabrillo President Matt Wetstein, Foundation President, William Ow recommended appointing Ed Banks as a Cabrillo College Trustee Representative on the Foundation Board of Directors.

Motion: MSC: G. Reece /A. Newell. The committee voted unanimously to approve the appointment of Ed Banks to the Cabrillo College Foundation Board of Directors as a Trustee Representative.

Bank Selection

William Ow asked any interested parties to recuse themselves. Linda Burroughs and Ceil Cirillo left the room.

Gun Ruder reported that the Ad hoc Banking Selection Committee received three responses to the RFI sent to 8 institutions. On September 17, Eileen Hill, Nancy Machado and Kate Staveland met with representatives of Santa Cruz County Bank, Lighthouse Bank and Wells Fargo Bank for demos of online banking services. On October 8, the Ad hoc Banking Selection Committee (William Ow, Gun Ruder and Alan Aman) met with Kate Staveland and Nancy Machado to review the responses and proposed a recommendation to the Finance and Investment Committee.

Gun expressed appreciation that both local banks provided excellent proposals and were the clear finalists. Both Lighthouse Bank and Santa Cruz County bank are ranked very high in national rankings of community banks in terms of performance and stability.

Motion: MSC: G. Reece /G. Ruder. Linda Burroughs and Ceil Cirillo recused themselves for the vote and discussion. The remaining Board members voted unanimously to approve the recommendation to select Lighthouse Bank to serve the banking needs of the Cabrillo College Foundation to the Board of Directors.

Cabrillo College President Report

Matt Wetstein spoke about his participation in the Community Colleges of California Task Force that is studying affordability, food and housing issues of community college students. The task force is working on policy recommendations for the legislature to increase affordability for students attending community college. Currently, the net cost of attending a community college in California is higher than attending a UC. A major flaw in the funding model is that the Cal-Grants are only tuition based and do not take into account the total costs of attending college such as housing, food, and clothing. Therefore, community college students receive a disproportionate amount of financial aid compared to university students.

Matt also spoke about a current movement in California community colleges to create residence halls at lower costs to help alleviate the housing shortages for students. He talked about colleges that are considering using offsite facilities to build pre-fab housing units prior to assembling onsite, which helps lower overall cost of construction.

Matt spoke about the stabbing on campus and his appreciation for all of the staff, faculty and students that responded quickly and helped avert a major tragedy. He talked about the ongoing training that will be taking place on campus to increase safety.

Cabrillo College Foundation Vice President Report – Sue Gochis

Sue talked about her team's initiative to address food instability among Cabrillo College students. One measure is providing students with food cards that have a community food hotline students can call to find out locations and services providing free food. Another measure is Cabrillo's collaboration with Second Harvest Food Bank to sponsor "free farmer's market" days twice a month on campus. Using funding from the Chancellor's office for staff and delivery costs, over 1,000 pounds of produce and dry goods were given out in one hour at the first Fresh Market at Cabrillo and 1,500 pounds in the second market.

Sue also reported that the first year of the Cabrillo College Promise has provided 150 students with free tuition. Her goal is to expand the program to include funds for other costs of attending college such as housing and food.

Cabrillo College Foundation Vice President Report – Victoria Lewis

Victoria talked about the college's focus on emergency planning and preparing for the next bond.

Cabrillo College Foundation Vice President Report – Isabel O'Connor standing in for Kathleen Welch

Isabel gave an update on Guided Pathways in its second year. She reported that program maps have been created for all majors giving students details on which classes to take and in what order to complete their degree. The team is now moving on to creating maps for certificate paths as well.

Executive Director Report

E. Hill reported that she attended the CASE Conference for Community College Advancement. She attended a session on Planned Giving where she learned about a campaign at Cuesta College to strengthen planned giving. Cuesta purchased a list of 20,000 names of local residents of a certain age range, and mailed a post card asking if these residents had named Cuesta College in their estate plans. They received 13 replies and at the same time planted a seed for potential planned giving. She attended a session on Scholarship Administration and got valuable ideas on streamlining our process at the Foundation. She learned about how foundations can support college bond campaigns. She was also able to visit a donor, Peter Weber, who funds a scholarship here at Cabrillo and is naming Cabrillo in his estate plans.

Eileen presented a chart showing disbursements to Cabrillo and students from July 1, 2018 – September 30, 2018. During that time, a total of \$854,466 was disbursed; \$652,816 (77%) in student scholarships.

2018-19 Executive Director Goals

William Ow outlined the 2018-19 Executive Director goals that were approved by the Executive Committee on October 25, 2018.

Investment Activity review

The Cabrillo College Foundation Traditional Endowment pool return on investments update fiscal year to date as of September 30, 2018 (3 months) is as follows:

- Actual Return: 2.11%
- Benchmark Return 2.54%
- Difference -0.43%

The CCF return on investments for the MS ESG Endowment pool return on investments fiscal year to date as of September 30, 2018 (3 months) is as follows:

- Actual Return: 3.03%
- Benchmark Return 3.19%
- Difference -0.16%

President's Circle Campaign Update

Ceil Cirillo shared that the President's Circle has raised \$85,000 to date and invitations to join the President's Circle were mailed last week. A reception for new and prospective President's Circle member was held on October 30 at Ella's at the Airport in Watsonville, and another reception will be held on November 28 at Shadowbrook.

WES

Leola Lapidés reported that the WES luncheon was held on Friday, September 21, and was a huge success. As of today, \$172K has been raised. Also, thanks to a generous grant of \$10,000 from the Sharanam Foundation and the Wedeen Hammer Group at Morgan Stanley, every donation of \$250 or more will be matched.

Faculty Grants

Owen Brown reported that there is \$93,882 available to award faculty to increase student success. Faculty Grants guidelines and application were posted online and all faculty and staff were notified about the opportunities via email. The deadline to submit proposals was October 12 and we received over 60 applications this year. On November 26, a committee will review proposals and select projects to award. Recipients will be notified in December and an event to celebrate the recipients will take place in January.

Scholarships

Eileen Hill talked about the Scholarship program at Cabrillo and how important these scholarships are to students. She reported that 1,031 scholarships, ranging from \$100-\$10,000, were awarded during the 2017-18 fiscal year and a total of \$1,064,629 was distributed to students. The Scholarship

Committee will be meeting to help thank current scholarship donors and to help identify new scholarship donors.

Committee Calendar

William Ow reviewed the committee calendar highlighting the upcoming dates:

- President's Circle prospects Shadowbrook event on 11/28
- President's Holiday Party on 11/30
- Next Board of Director's meeting on 2/12

Adjournment

The meeting was adjourned at 1:40 pm

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Eileen Hill", written in a cursive style.

Eileen Hill, Executive Director

2018-19 BOARD MEETINGS:
Tuesdays, 12:00 pm – 2:00 pm
Sesnon House, Room 1804

**February 12, 2019
May 14, 2019
(Watsonville Center)**

BOARD OF DIRECTORS ATTENDANCE CHART

Board of Directors	9/11/18	11/13/18	2/12/19	5/14/19
Rob Allen	P	P		
Alan Aman	P	P		
Claire Biancalana	A	P		
Owen Brown	P	P		
Enrique Buelna	A	A		
Linda Burroughs	A	P		
Ceil Cirillo	P	P		
Linda Downing	A	A		
Sue Gochis	P	P		
David Heald	P	A		
Leola Lapides	P	P		
Victoria Lewis	P	P		
Kelly Nesheim	P	P		
Amy Newell	P	P		
William Ow	P	P		
June Padilla Ponce	P	P		
Patty Quillin	A	P		
Gary Reece	P	P		
Maria Esther Rodriguez	P	A		
Gun Ruder	P	P		
Karen Semington	P	P		
Rachael Spencer	P	A		
Kate Terrell	P	P		
Rachel Wedeen	A	P		
Kathleen Welch	A	A		
Matt Wetstein	P	P		
Donna Ziel	P	P		

*P=Present, A=Absent, N/A=Not applicable, not on the Board at the time. Based on Board of Director's meeting minutes.
Please contact Cabrillo College Foundation if you believe this chart is in error.*

CABRILLO COLLEGE FOUNDATION
December 31, 2018 Condensed Narrative
Updated February 1, 2019

(1) Balance Sheet

- **Total Assets:**
Total assets of \$33.6M are \$696K over prior year. Contributed income of \$1.9M is \$765K higher than prior year.
- **Receivables:**
Total pledges receivable are \$245K more than prior year.
- **Liabilities:**
Liabilities of \$1.4M are \$206K over prior year. Below are the notable variances:
 - The Accrued Retiree Medical Benefits liability is \$58,418 more than prior year. As of June 30, 2018, the Cabrillo College Foundation was required to book 100% of the \$117,453 Retiree Medical Benefit liability due to reporting changes in GASB 75.
 - The Unfunded PERS Pension Liability is \$69,065 more than prior year due to lower than projected plan earnings by CalPERS.
- **Net Assets:**
Total net assets of \$33.6M are \$696K over prior year.

(2) Income Statement

- **Revenue:**
Total Revenue is \$631K as of December 31, 2018. Earned income is -\$1.6M compared to the prior year balance of \$2.2M due to stock market declines. Contributed income of \$1.9M is \$765K more than prior year contributions.
- **Expenses:**
Total Expenses of \$1.3M are \$310K less than prior year, primarily due to lower nonendowed program expenses paid during the first six months of the fiscal year. Two grants from the Joyce Foundation and Kresge Foundation for the ACE Center program were completed and paid out.
- **Surplus/Deficit:**
As of December 31, 2018, the Cabrillo College Foundation has an \$644K deficit compared to prior year surplus of \$2.1M due to the losses on investments.

(3) Operational Budget to Actual

- **Revenue:**
Operating revenue of \$659K is \$197K favorable vs budget. Earned income is \$37K over projection and President's Circle is off to a great start and \$143K over projection.
- **Expenses:**
Operating expenses of \$445K are \$46K favorable vs projection.
- **Surplus/Deficit:**
The operating fund surplus is \$213K versus a \$107K surplus at this time in 2017-18.

(4) Investment Report

- Our return on investments for the MS Long-Term Pool fiscal year to date as of December 31, 2018 (6 months) is as follows:

Actual Return:	-7.64%
Benchmark Return:	-7.09%
Difference:	-0.55%
- Our return on investments for the MS ESG Long-Term Pool fiscal year to date as of December 31, 2018 (6 months) is as follows:

Actual Return:	-5.12%
Benchmark Return:	-7.38%
Difference:	2.26%
- Our return on investments for the Title V Pool fiscal year to date as of December 31, 2018 (6 months) is as follows:

Actual Return:	-1.72%
Benchmark Return:	-1.28%
Difference:	-0.44%
- Our return on investments for the Title III Pool fiscal year to date as of December 31, 2018 (6 months) is as follows:

Actual Return:	-1.81%
Benchmark Return:	-1.34%
Difference:	-0.47%

Cabrillo College Foundation

Balance Sheet as of December 31, 2018

With Comparative Totals as of December 31, 2017

	Operating 12/31/18 A	Nonendowed 12/31/18 B	Endowed 12/31/18 C	Total 12/31/18 D	Total 12/31/17 E
ASSETS					
CASH AND INVESTMENTS					
CASH					
WELLS FARGO BANK	\$89,105	\$3,433	\$140,994	\$233,533	\$154,823
LIGHTHOUSE BANK	\$6,791	\$100,362	\$40,325	\$147,478	\$0
BAY FEDERAL CREDIT UNION	\$6,161	\$0	\$1,290	\$7,451	\$7,447
BAY FEDERAL CREDIT UNION	\$23,183	\$150,000	\$0	\$173,183	\$172,809
MORGAN STANLEY MID TERM POOL	\$305,006	\$0	\$0	\$305,006	\$0
MORGAN STANLEY NONENDOWED	\$746,157	\$3,054,203	\$1,000	\$3,801,360	\$2,847,354
MORGAN STANLEY GIFT RECEIPT	\$1,541	\$0	\$26,704	\$28,245	\$12,668
SANTA CRUZ COUNTY BANK	\$11,082	\$196,364	\$0	\$207,446	\$207,102
MORGAN STANLEY GATES	\$0	\$0	\$0	\$0	\$30,462
LIGHTHOUSE BANK	\$16,844	\$138,138	\$0	\$154,982	\$250,064
SUBTOTAL CASH	\$1,205,870	\$3,642,500	\$210,313	\$5,058,684	\$3,682,728
INVESTMENTS					
MORGAN STANLEY TITLE V HOLDING	\$6	\$0	\$0	\$6	\$0
MORGAN STANLEY LONG TERM POOL	\$102,170	\$0	\$25,480,400	\$25,582,571	\$26,486,260
MORGAN STANLEY TITLE V	\$0	\$0	\$1,099,013	\$1,099,013	\$1,136,668
MORGAN STANLEY TITLE III	\$0	\$0	\$201,387	\$201,387	\$185,763
MORGAN STANLEY ESG	\$3,556	\$0	\$899,599	\$903,155	\$882,725
SUBTOTAL INVESTMENTS	\$105,732	\$0	\$27,680,398	\$27,786,131	\$28,691,416
TOTAL CASH AND INVESTMENTS	\$1,311,602	\$3,642,500	\$27,890,712	\$32,844,814	\$32,374,144
RECEIVABLES					
PLEDGES					
PLEDGES - UNRESTRICTED	\$26,341	\$0	\$0	\$26,341	\$5,484
PLEDGES - ANNUAL FUND	\$6,701	\$0	\$0	\$6,701	\$24,385
PLEDGES - RESTRICTED	\$0	\$381,395	\$21,106	\$402,501	\$166,886
ALLOWANCE FOR UNCOLLECTIBLE PLEDGES	(\$2,415)	\$0	\$0	(\$2,415)	(\$8,704)
SUBTOTAL PLEDGES	\$30,627	\$381,395	\$21,106	\$433,127	\$188,051

Cabrillo College Foundation

Balance Sheet as of December 31, 2018

With Comparative Totals as of December 31, 2017

	Operating 12/31/18 A	Nonendowed 12/31/18 B	Endowed 12/31/18 C	Total 12/31/18 D	Total 12/31/17 E
ACCOUNTS RECEIVABLE					
ACCOUNTS RECEIVABLE	\$0	\$1,151	\$0	\$1,151	\$3,357
TOTAL ACCOUNTS RECEIVABLE	\$0	\$1,151	\$0	\$1,151	\$3,357
OTHER RECEIVABLES					
NOTES RECEIVABLE	\$0	\$0	\$0	\$0	\$10,925
ACCRUED INTEREST RECEIVABLE	\$0	\$0	\$0	\$0	\$2,622
SPLIT INTEREST AGREEMENTS	\$72,322	\$74,920	\$12,430	\$159,672	\$137,496
SUBTOTAL OTHER RECEIVABLES	\$72,322	\$74,920	\$12,430	\$159,672	\$151,042
TOTAL RECEIVABLES	\$102,949	\$457,466	\$33,536	\$593,951	\$342,450
FIXED ASSETS					
OFFICE EQUIPMENT	\$49,099	\$0	\$0	\$49,099	\$75,844
ACCUMULATED DEPRECIATION	(\$44,457)	\$0	\$0	(\$44,457)	(\$70,092)
TOTAL FIXED ASSETS (NET)	\$4,642	\$0	\$0	\$4,642	\$5,752
PREPAID EXPENSES	\$5,242	\$0	\$0	\$5,242	\$5,901
PREPAID RETIREMENT EXPENSE	\$15,777	\$0	\$0	\$15,777	\$27,687
DEFERRED OUTFLOWS - FY PERS EXPENSE	\$28,721	\$0	\$0	\$28,721	\$44,977
DEFERRED OUTFLOWS - PENSION INVESTMENTS	\$84,962	\$0	\$0	\$84,962	\$81,394
TOTAL ASSETS	\$1,553,895	\$4,099,966	\$27,924,248	\$33,578,108	\$32,882,305

Cabrillo College Foundation
Balance Sheet as of December 31, 2018
With Comparative Totals as of December 31, 2017

	Operating 12/31/18 A	Nonendowed 12/31/18 B	Endowed 12/31/18 C	Total 12/31/18 D	Total 12/31/17 E
LIABILITIES AND NET ASSETS					
LIABILITIES					
PAYABLES AND ACCRUED EXPENSES					
ACCOUNTS PAYABLE	\$4,027	\$108,062	\$1,203	\$113,293	\$87,197
ACCURED PTO	\$50,078	\$0	\$0	\$50,078	\$34,932
ACCURED HEALTH BENEFITS	\$32,157	\$0	\$0	\$32,157	\$0
PAYROLL WITHHOLDINGS	\$99	\$0	\$0	\$99	\$0
SECTION 125 WITHHOLDINGS	\$236	\$0	\$0	\$236	\$233
ACCURED RETIREE MEDICAL BENEFITS	\$117,453	\$0	\$0	\$117,453	\$59,305
UNFUNDED PERS PENSION LIABILITY	\$406,031	\$0	\$0	\$406,031	\$336,966
DEFERRED INFLOWS - PERS	\$13,198	\$0	\$0	\$13,198	\$40,294
SUBTOTAL PAYABLES, ACCRUED EXPENSES	\$623,279	\$108,062	\$1,203	\$732,544	\$558,926
SCHOLARSHIPS AWARDED					
CAP SCHOLARSHIPS	\$0	\$33,997	\$486,350	\$520,347	\$495,174
ENDOWED SCHOLARSHIPS	\$0	\$0	\$8,500	\$8,500	\$0
ANNUAL SCHOLARSHIPS	\$0	\$82,528	\$0	\$82,528	\$84,252
SUBTOTAL SCHOLARSHIPS AWARDED	\$0	\$116,525	\$494,850	\$611,375	\$579,426
WES GRANTS PAYABLE					
WES GRANTS	\$0	\$0	\$34,951	\$34,951	\$34,910
SUBTOTAL WES GRANTS PAYABLE	\$0	\$0	\$34,951	\$34,951	\$34,910
TOTAL LIABILITIES	\$623,279	\$224,587	\$531,004	\$1,378,870	\$1,173,262
NET ASSETS					
OPERATING NET ASSETS					
DESIGNATED-OPERATING RESERVE	\$344,015	\$0	\$0	\$344,015	\$290,617
DESIGNATED-PRESIDENT'S CIRCLE ENDOWMENT	\$10,000	\$0	\$0	\$10,000	\$0
DESIGNATED-EQUIPMENT	\$15,000	\$0	\$0	\$15,000	\$15,000
DESIGNATED-HURD TRIBUTE	\$294,302	\$0	\$0	\$294,302	\$294,302
DESIGNATED-RETIREE MEDICAL BENEFITS	\$54,078	\$0	\$0	\$54,078	\$47,023
UNDESIGNATED	\$213,220	\$0	\$0	\$213,220	\$107,349
SUBTOTAL OPERATING NET ASSETS	\$930,616	\$0	\$0	\$930,616	\$754,291

Cabrillo College Foundation
Balance Sheet as of December 31, 2018
 With Comparative Totals as of December 31, 2017

	Operating 12/31/18 A	Nonendowed 12/31/18 B	Endowed 12/31/18 C	Total 12/31/18 D	Total 12/31/17 E
NET ASSETS - NONENDOWED	\$0	\$3,875,379	\$0	\$3,875,379	\$2,752,806
NET ASSETS - ENDOWED	\$0	\$0	\$27,393,243	\$27,393,243	\$28,201,946
TOTAL NET ASSETS	\$930,616	\$3,875,379	\$27,393,243	\$32,199,238	\$31,709,043
TOTAL LIABILITIES AND NET ASSETS	\$1,553,895	\$4,099,966	\$27,924,248	\$33,578,108	\$32,882,305
BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS	\$717,395	\$2,874,059	\$29,252,189	\$32,843,644	\$29,629,353
NET SURPLUS/(DEFICIT)	\$213,220	\$1,001,319	(\$1,858,946)	(\$644,406)	\$2,079,690
ENDING NET ASSETS	\$930,616	\$3,875,379	\$27,393,243	\$32,199,238	\$31,709,043

Cabrillo College Foundation

Income Statement by Fund as of December 31, 2018

With Comparative Totals as of December 31, 2017

	Operating 12/31/18 A	Nonendowed 12/31/18 B	Endowed 12/31/18 C	Total 12/31/18 D	Total 12/31/17 E
REVENUE					
EARNED INCOME					
INTEREST AND DIVIDENDS	\$34,243	\$15	\$490,669	\$524,927	\$381,353
UNREALIZED GAIN/LOSS ON SECURITIES	(\$594)	\$31	(\$5,155,581)	(\$5,156,144)	\$1,360,558
REALIZED GAINS/LOSSES	\$476	\$0	\$2,709,033	\$2,709,510	\$212,503
FEE INCOME	\$50,929	\$0	\$0	\$50,929	\$64,914
OPERATIONAL ENDOWMENT PAYOUT	\$14,122	\$0	\$0	\$14,122	\$14,057
ENDOWMENT MANAGEMENT FEE	\$214,568	\$0	\$0	\$214,568	\$196,400
TOTAL EARNED INCOME	\$313,744	\$46	(\$1,955,878)	(\$1,642,088)	\$2,229,786
CONTRIBUTED INCOME					
RESTRICTED CONTRIBUTIONS	\$0	\$1,342,732	\$554,815	\$1,897,547	\$1,132,262
ANNUAL FUND	\$3,010	\$0	\$0	\$3,010	\$2,864
PRESIDENT'S CIRCLE GIFTS	\$307,567	\$0	\$0	\$307,567	\$260,413
UNRESTRICTED GIFTS	\$18,366	\$0	\$0	\$18,366	\$5,212
INTERFUND CONTRIBUTIONS	\$4,000	(\$6,903)	\$2,903	\$0	\$0
IN KIND REVENUE	\$0	\$34,448	\$0	\$34,448	\$27,236
IN KIND REVENUE-RENT	\$11,856	\$0	\$0	\$11,856	\$6,660
TOTAL CONTRIBUTED INCOME	\$344,799	\$1,370,276	\$557,718	\$2,272,794	\$1,434,647
TOTAL REVENUE	\$658,543	\$1,370,322	(\$1,398,160)	\$630,705	\$3,664,433
EXPENSES					
SALARIES & WAGES					
SALARIES & WAGES	\$226,332	\$0	\$3,434	\$229,766	\$221,076
TOTAL SALARIES & WAGES	\$226,332	\$0	\$3,434	\$229,766	\$221,076
PAYROLL TAXES, BENEFITS					
PAYROLL TAXES, BENEFITS	\$112,013	\$0	\$439	\$112,452	\$113,081
TOTAL PAYROLL TAXES, BENEFITS	\$112,013	\$0	\$439	\$112,452	\$113,081
ADVERTISING	\$113	\$0	\$0	\$113	\$0
PRINTING	\$11,494	\$0	\$0	\$11,494	\$16,430
PHOTOS	\$550	\$0	\$0	\$550	\$1,575
CONSULTANTS	\$21,800	\$0	\$0	\$21,800	\$35,340

Cabrillo College Foundation

Income Statement by Fund as of December 31, 2018

With Comparative Totals as of December 31, 2017

	Operating 12/31/18 A	Nonendowed 12/31/18 B	Endowed 12/31/18 C	Total 12/31/18 D	Total 12/31/17 E
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$10,220	\$0	\$0	\$10,220	\$22,838
OFFICE EQUIP & MAINTENANCE					
OFFICE EQUIPMENT	\$310	\$0	\$0	\$310	\$539
DEPRECIATION EXPENSE	\$605	\$0	\$0	\$605	\$202
SOFTWARE MAINTENANCE	\$11,708	\$0	\$0	\$11,708	\$10,953
SOFTWARE	\$99	\$0	\$0	\$99	\$0
TOTAL OFFICE EQUIP & MAINTENANCE	\$12,723	\$0	\$0	\$12,723	\$11,695
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$209	\$0	\$0	\$209	\$147
OFFICE SUPPLIES	\$2,772	\$0	\$0	\$2,772	\$5,257
POSTAGE & MAILING SERVICE	\$4,325	\$0	\$0	\$4,325	\$3,780
BOARD EXPENSES	(\$385)	\$0	\$0	(\$385)	(\$610)
OTHER EXPENSES					
MISCELLANEOUS	\$204	\$0	\$0	\$204	\$234
UNCOLLECTIBLE PLEDGES	\$14,624	\$395	\$200	\$15,219	\$12,505
MILEAGE & PARKING	\$185	\$0	\$0	\$185	\$207
INTERNET SERVICE	\$638	\$0	\$0	\$638	\$492
IT HOSTING SERVICE	\$9,355	\$0	\$0	\$9,355	\$9,295
BANK CHARGES	\$2,794	\$0	\$0	\$2,794	\$3,767
INVESTMENT FEES	\$55	\$0	\$81,191	\$81,247	\$62,621
MANAGEMENT FEES	\$0	\$0	\$207,456	\$207,456	\$196,375
DIRECTOR/OFFICER LIABILITY INS	\$1,504	\$0	\$0	\$1,504	\$2,163
LIABILITY AND PROPERTY INSURANCE	\$1,941	\$0	\$0	\$1,941	\$1,941
TOTAL OTHER EXPENSES	\$31,300	\$395	\$288,847	\$320,543	\$289,599
IN KIND EXPENSE	\$0	\$34,448	\$0	\$34,448	\$27,236
IN KIND EXPENSE - RENT	\$11,856	\$0	\$0	\$11,856	\$6,660
NONENDOWED PROGRAM EXPENSES	\$0	\$299,277	\$0	\$299,277	\$615,804
ENDOWED PROGRAM EXPENSES	\$0	\$0	\$127,993	\$127,993	\$134,763
SCHOLARSHIPS	\$0	\$34,883	\$40,071	\$74,954	\$80,074
TOTAL EXPENSES	\$445,323	\$369,003	\$460,786	\$1,275,111	\$1,584,743

Cabrillo College Foundation
Income Statement by Fund as of December 31, 2018
With Comparative Totals as of December 31, 2017

NET SURPLUS/(DEFICIT)	\$213,220	\$1,001,319	(\$1,858,946)	(\$644,406)	\$2,079,690
-----------------------	-----------	-------------	---------------	-------------	-------------

Cabrillo College Foundation

Income Statement - Operating Budget as of 12/31/18

With Comparative Totals as of 12/31/17

	17-18 Actual 6 Months A	18-19 Actual 6 Months B	18-19 Budget 6 Months C	Variance 18-19 Actual To 18-19 6 Mo. Budget D	18-19 6 Mos. and 6 Mos. Projected E	18-19 Annual Budget (Approved 5/8/18) F	Variance 18-19 6 Mos. Actual & 6 Mos. Projected to 18-19 Budget G
REVENUE							
EARNED INCOME							
INTEREST AND DIVIDENDS	\$17,040	\$34,243	\$13,000	\$21,243	\$54,000	\$26,000	\$28,000
UNREALIZED GAIN/LOSS ON SECURITIES	(\$2,333)	(\$594)	\$0	(\$594)	\$0	\$0	\$0
REALIZED GAINS/LOSSES	\$0	\$476	\$0	\$476	\$0	\$0	\$0
FEE INCOME	\$64,914	\$50,929	\$45,669	\$5,260	\$114,527	\$114,527	\$0
OPERATIONAL ENDOWMENT PAYOUT	\$14,057	\$14,122	\$15,565	(\$1,443)	\$14,122	\$15,565	(\$1,443)
ENDOWMENT MANAGEMENT FEE	\$196,400	\$214,568	\$202,679	\$11,889	\$405,358	\$405,358	\$0
TOTAL EARNED INCOME	\$290,079	\$313,744	\$276,913	\$36,831	\$588,007	\$561,450	\$26,557
CONTRIBUTED INCOME							
ANNUAL FUND	\$2,864	\$3,010	\$1,500	\$1,510	\$50,000	\$50,000	\$0
PRESIDENT'S CIRCLE GIFTS	\$260,413	\$307,567	\$165,000	\$142,567	\$363,000	\$363,000	\$0
UNRESTRICTED GIFTS	\$5,212	\$18,366	\$11,207	\$7,159	\$22,414	\$22,414	\$0
INTERFUND CONTRIBUTIONS	\$0	\$4,000	\$0	\$4,000	\$4,000	\$0	\$4,000
IN KIND REVENUE-RENT	\$6,660	\$11,856	\$6,660	\$5,196	\$23,712	\$13,320	\$10,392
TOTAL CONTRIBUTED INCOME	\$275,149	\$344,799	\$184,367	\$160,432	\$463,126	\$448,734	\$14,392
TOTAL REVENUE	\$565,228	\$658,543	\$461,280	\$197,263	\$1,051,133	\$1,010,184	\$40,949
EXPENSES							
SALARIES & WAGES							
SALARIES & WAGES	\$217,320	\$226,332	\$238,494	\$12,162	\$488,988	\$488,988	\$0
TOTAL SALARIES & WAGES	\$217,320	\$226,332	\$238,494	\$12,162	\$488,988	\$488,988	\$0
PAYROLL TAXES, BENEFITS							
PAYROLL TAXES, BENEFITS	\$112,580	\$112,013	\$123,335	\$11,322	\$236,137	\$246,671	\$10,534
TOTAL PAYROLL TAXES, BENEFITS	\$112,580	\$112,013	\$123,335	\$11,322	\$236,137	\$246,671	\$10,534
ADVERTISING	\$0	\$113	\$0	(\$113)	\$1,000	\$1,000	\$0
PRINTING	\$16,430	\$11,494	\$10,710	(\$784)	\$21,420	\$21,420	\$0
PHOTOS	\$1,575	\$550	\$1,900	\$1,350	\$3,800	\$3,800	\$0
CONSULTANTS	\$35,340	\$21,800	\$30,043	\$8,243	\$50,043	\$50,043	\$0
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$22,838	\$10,220	\$28,560	\$18,340	\$43,401	\$57,120	\$13,719

Cabrillo College Foundation

Income Statement - Operating Budget as of 12/31/18

With Comparative Totals as of 12/31/17

	17-18 Actual 6 Months A	18-19 Actual 6 Months B	18-19 Budget 6 Months C	Variance 18-19 Actual To 18-19 6 Mo. Budget D	18-19 6 Mos. and 6 Mos. Projected E	18-19 Annual Budget (Approved 5/8/18) F	Variance 18-19 6 Mos. Actual & 6 Mos. Projected to 18-19 Budget G
OFFICE EQUIP & MAINTENANCE							
OFFICE EQUIPMENT	\$539	\$310	\$630	\$320	\$1,260	\$1,260	\$0
DEPRECIATION EXPENSE	\$202	\$605	\$605	\$0	\$1,211	\$1,211	\$0
SOFTWARE MAINTENANCE	\$10,953	\$11,708	\$11,736	\$28	\$11,736	\$11,736	\$0
SOFTWARE	\$0	\$99	\$0	(\$99)	\$0	\$0	\$0
TOTAL OFFICE EQUIP & MAINTENANCE	\$11,695	\$12,723	\$12,971	\$248	\$14,207	\$14,207	\$0
BOOKS/PUBLICATIONS/MEMBERSHIPS							
OFFICE SUPPLIES	\$147	\$209	\$788	\$579	\$1,577	\$1,577	\$0
POSTAGE & MAILING SERVICE	\$5,257	\$2,772	\$3,339	\$567	\$6,678	\$6,678	\$0
BOARD EXPENSES	\$3,780	\$4,325	\$5,061	\$737	\$10,123	\$10,123	\$0
OTHER EXPENSES	(\$610)	(\$385)	\$1,139	\$1,524	\$2,279	\$2,279	\$0
MISCELLANEOUS	\$234	\$204	\$250	\$46	\$500	\$500	\$0
UNCOLLECTIBLE PLEDGES	\$6,920	\$14,624	\$8,750	(\$5,874)	\$17,500	\$17,500	\$0
MILEAGE & PARKING	\$207	\$185	\$297	\$113	\$595	\$595	\$0
INTERNET SERVICE	\$492	\$638	\$660	\$22	\$1,320	\$1,320	\$0
IT HOSTING SERVICE	\$9,295	\$9,355	\$9,295	(\$60)	\$9,355	\$9,295	(\$60)
BANK CHARGES	\$3,617	\$2,794	\$5,079	\$2,285	\$10,159	\$10,159	\$0
INVESTMENT FEES	\$0	\$55	\$0	(\$55)	\$55	\$0	(\$55)
DIRECTOR/OFFICER LIABILITY INS	\$2,163	\$1,504	\$2,250	\$746	\$4,500	\$4,500	\$0
LIABILITY AND PROPERTY INSURANCE	\$1,941	\$1,941	\$2,020	\$79	\$4,040	\$4,040	\$0
TOTAL OTHER EXPENSES	\$24,868	\$31,300	\$28,602	(\$2,698)	\$48,024	\$47,909	(\$115)
IN KIND EXPENSE - RENT	\$6,660	\$11,856	\$6,660	(\$5,196)	\$23,712	\$13,320	(\$10,392)
TOTAL EXPENSES	\$457,879	\$445,323	\$491,604	\$46,281	\$951,389	\$965,135	\$13,746
NET SURPLUS/(DEFICIT)	\$107,349	\$213,220	(\$30,324)	\$243,544	\$99,743	\$45,049	\$54,694



Board of Trustees Report, February 4, 2019

Matt Wetstein

Sacramento Update

The semester is off to a strong start...and I spent the weekend before and the first day of school in Sacramento with several board members in CCLC workshops (many thanks to Christina Cuevas, Leticia Mendoza, Dan Rothwell, and Adam Spickler for making this commitment to their professional development). We attended a number of sessions related to Board and CEO roles, the Brown Act, ethics, the community college policy landscape, budget issues, the funding formula, affordability issues for students, and how to lobby the legislature effectively. We used our newly acquired information to help prepare a strategy for talking about Cabrillo College and its students with legislators. On January 28 we visited the offices of Assembly members Robert Rivas and Mark Stone, along with Senator Bill Monning. Our discussions focused on key priorities for the college and our students: 1) making the cost of attending college more affordable; 2) endorsing the idea of a second year of free tuition under the College Promise Program; 3) stressing the need for deferred maintenance and instructional equipment money; 4) emphasizing the need for relaxed regulations on repeatable coursework for our lifelong learners; and 5) enacting reforms to the Student Centered Funding Formula that more favorably equalize our rates of funding. We were excited to receive strong support from our legislators.

Affordability, Food, and Housing Access Task Force

I've attended seven meetings of the CCC CEO Task Force that is studying solutions, analyzing effective practices, and considering policy approaches to help students deal with housing and food insecurity concerns. Our work culminated in a policy briefing in the Sacramento Capitol on January 28th. Recommendations from the task force and the full report will be available later this spring. But one of the highlights of the briefing was the three student stories that were presented by courageous students who have overcome challenges in their lives to succeed in college. Cabrillo student Dahlia Ortiz (pictured below) was represented at the briefing in a poster. Materials related to the task force can be found at the CCLC website link provided [here](https://www.ccleague.org/resources/focus-areas/affordability-taskforce).
[<https://www.ccleague.org/resources/focus-areas/affordability-taskforce>].



Below are some of the events and activities I have been involved with over the last month (since January 7, 2019).

College Events, Meetings and Visits	Community Events and Visits
Student Equity Focus Group Results Mtg., 1/8	Sutter/PAMF Community Board, 1/9
SCFF Funding Formula Workshop, 1/9	Capitola/Aptos Rotary Meeting, 1/10
Office Hours in Watsonville, 1/11	Lunch Jon Krupp, retired UCSC professor, 1/11
Office Hours in Aptos, 1/11	Meeting with Angela Meeker, 1/11
Coffee with Rick Graziani, 1/14	Michael Watkins Retirement Party, 1/11
Review/signing the 320 Attendance Report, 1/14	RP Conference Planning w/ Bri Hays, 1/14
Q Financial Report Review/signing, 1/15	Scotts Valley Rotary, 1/14
ACE Faculty Development Training, 1/16	Stan Carrizosa, retired Sequoias Supt., 1/16
Women's Basketball, 1/16	Santa Cruz County Business Council, 1/17
Men's Basketball, 1/16	Cabrillo Foundation Exec. Committee, 1/17
Watsonville Ctr. Registration Fair, 1/17	Capitola/Aptos Rotary Meeting, 1/17
Appetizers with Instruction Managers, 1/18	Governor's Budget Proposal Webinar, 1/18
Critical Action Research – Estela Bensimon, 1/22	Lunch with Shirley Hoyt & KC Greaney, 1/18
Lunch with Christina Cuevas, 1/22	Housing Meeting with SC County Officials, 1/22
Flex Presentation Planning, 1/22	Agri-Culture Board Meeting, 1/23
Adjunct Faculty Orientation, 1/22	Faculty Grants Reception, 1/23
Strategic Plan Flex Presentation, 1/23	Capitola/Aptos Rotary Meeting, 1/24
Financial Aid Flex Presentation, 1/23	SC Symphony Board Meeting, 1/24
Budget Committee Meeting, 1/23	CCLC Trustee/CEO Conference, 1/25-1/27
New Employee Orientation, 1/24	Housing & Food Security Task Force, 1/25
Accreditation Flex Workshop, 1/24	CCLC Legislative Conference 1/27 – 1/28
Facilities Meeting with Kathy Blackwood, 1/29	Legislative Visits: Stone, Rivas, Monning, 1/28
Guided Pathways Meeting, 1/30	Housing & Food Security Policy Briefing, 1/28
	SC Symphony Education Committee, 1/29
	Bob Morgan re: environmental film, 1/29
	Lunch with Bill Simpkins re: water polo, 1/30
	Dean Colli/Ben Duran re: ACCCA workshop, 1/30
	Middlebury Institute Reception, 1/30
	Guided Pathways Institute Riverside, 1/31 – 2/2

Executive Director Report: February 2019

Administration

- Transitioning to Lighthouse Bank
- Nominating: 2019-20 Board
- 2019-20 Budget



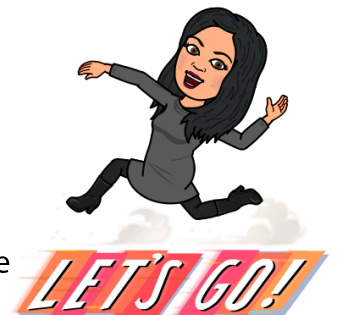
Fundraising

- 2018-19 fundraising goal is \$3M and \$2,357,204 has been raised and \$1,385,000 has been added in unbooked planned gifts
- Cabrillo Advancement Program: adding Branciforte Middle School to the program with a gift of \$350K and donor intent to provide \$1.4M over the next 4 years
- President's Circle: \$342,197 raised towards \$380K goal
- Women's Educational Success: \$75,000 is allocated this year in emergency grants for students
- Stadium Turf: Working with Cabrillo coaches and grant opportunities. \$100,000 raised towards \$400K goal
- Scholarships: fundraising for existing and new scholarships is ongoing
 - stewardship: scholarship recipient notification sent to donors
 - solicitation: 350 letters sent with personal notes
 - administration: applications, selecting, awarding
- Legacy Giving: gift annuity and MOCIs
- Annual appeal letters for Stroke Center and Cabrillo Stage and Scholarships



Upcoming Events

- CAP Awards Ceremony: March 5, 6:00 – 8:00 pm, Crocker Theater
- Ag Tech Grand Opening Event: March TBD
- Board of Directors Meeting: May 14, 12:00 – 2:00 pm, Watsonville Center
- High Achievers Scholarship Ceremony: April 9, 4:00 – 6:00 pm, Sesnon House
- American Dream Scholarship Ceremony: May 21, 4:00 – 5:00 pm,



Cabrillo College FOUNDATION

DATE: February 5, 2019

OFFICERS

PRESIDENT

William Ow

VICE PRESIDENT

Owen Brown

SECRETARY

Claire Biancalana

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Leola Lapides

COMMUNITY REPRESENTATIVES

Rob Allen

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Karen Semingson

Kate Terrell

Rachel Wedeen

COLLEGE TRUSTEE REPRESENTATIVES

Ed Banks

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

TO: Board of Directors

FROM: Eileen Hill

July 1, 2018 to January 31, 2019

2018-19 Outright Gifts Fundraising Total

\$ 2,357,204

2018-19 Unbooked Revocable Planned Gifts

\$ 1,385,000

Total

\$3,742,204

2018-19 Fundraising Goal for Outright and Unbooked Revocable Planned Gifts\$ 3,000,000

Recorded Gifts 07-01-18 to 01-31-18:

Anonymous (Cabrillo Advancement Program)	\$ 350,000
The Richard & Mary Solari Charitable Trust (Scholarship)	\$ 350,000
Anonymous (Scholarship)	\$ 315,000
Lee Garner (Scholarship)	\$ 150,000
Anonymous (Stadium Turf & Emergency Mini-grants)	\$ 134,000
Joan Griffiths (Griffiths ACE, Griffiths Nursing, Stroke Center, WES, Griffiths S4C, & President's Circle)	\$ 59,729
Kathryn Shephard (Scholarship)	\$ 43,300
William & Lupe Burgstrom (Cabrillo Advancement Program)	\$ 25,000
Community Foundation Santa Cruz County (Makerspace Internships)	\$ 20,000
Vertical Raise Trust Account (Baseball)	\$ 19,640
Peter Weber (Scholarship)	\$ 17,500
Kerr Corporation (Dental Hygiene)	\$ 17,300
Rachel Wedeen (President's Circle, WES & Scholarship)	\$ 16,900
John & Betty Ann Altman (Scholarship)	\$ 16,704
Patty Quillin & Reed Hastings (President's Circle & WES)	\$ 16,000
Claire Witherspoon and Jim Engelman (Scholarship & Cabrillo Stage)	\$ 15,304
Brian & Patti Herman (WES & Scholarship)	\$ 15,000
Esther & Jerry Levandoski (President's Circle & CAP)	\$ 14,214
Rick & Ruth Moe (President's Circle & WES)	\$ 10,600
Claire Biancalana & William Kelsay (President's Circle, Stroke Center & Scholarship)	\$ 10,100
Thomas Sourisseau (President's Circle & Stroke Center)	\$ 10,100
The Peggy & Jack Baskin Foundation (WES)	\$ 10,000
Edward Newman & Leslie Christie (President's Circle)	\$ 10,000
Julie Packard (President's Circle & WES)	\$ 10,000
Jane Walton (Unrestricted)	\$ 10,000
Cynthia FitzGerald (Scholarship, President's Circle, Endowment & WES)	\$ 9,405
Barbara Canfield (President's Circle, Stroke Center & WES)	\$ 8,737
Merritt S. Duncan Trust (Scholarship)	\$ 7,750
Gifts under \$7,700 (1,231 of 1,259 total donors)	<u>\$ 514,921</u>
Total Secured Gifts	\$ 2,357,204
Total Unbooked Revocable Planned Gifts	<u>\$ 1,385,000</u>
TOTAL	\$ 3,742,204

Notes: 1. For 2018-19, the Cabrillo College Foundation has been notified of two planned gifts.

2. The cumulative unbooked revocable planned gifts total is \$25,250,000.

6500 SOQUEL DRIVE • APTOS, CA 95003 • 831.479.6338
FOUNDATION@CABRILLO.EDU • FOUNDATION.CABRILLO.EDU

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

William Ow

VICE PRESIDENT

Owen Brown

SECRETARY

Claire Biancalana

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Leola Lapides

COMMUNITY REPRESENTATIVES

Rob Allen

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Karen Semingson

Kate Terrell

Rachel Wedeen

COLLEGE TRUSTEE REPRESENTATIVES

Ed Banks

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

Date: February 5, 2019
To: Board of Directors
From: Eileen Hill
Subject: 2018-19 Fundraising Targets

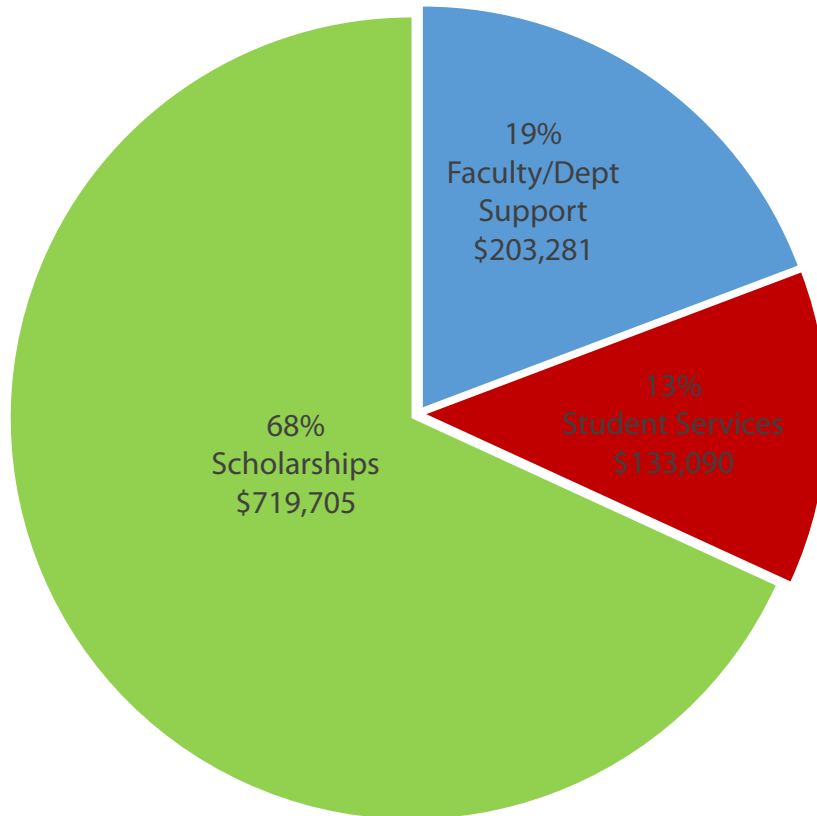
The Board approved a \$3M fundraising goal in outright and unbooked planned gifts. The following is an outline of the specific fundraising targets for the year to reach \$3M. The \$3M goal includes a target of \$760,000 in endowed gifts and \$500,000 in unbooked planned gifts. Focusing some effort on legacy giving will help ensure the long-term health & sustainability of the Foundation.

Amount Raised 7/1/18 - 1/31/19	2018-19 Target	
	ANNUAL APPEALS	
\$343,197	\$380,000	President's Circle
\$0	\$50,000	Annual Fund
\$170,347	\$170,000	Women's Educational Success
\$387,999	\$100,000	Cabrillo Advancement Program (Endowed)
\$247,492	\$500,000	Scholarships (Endowed)
\$719,823	\$250,000	Scholarships (Nonendowed)
	SPECIAL INITIATIVES	
\$27,018	\$50,000	Cabrillo Stage
\$36,187	\$50,000	Stroke Center
\$100,000	\$400,000	Stadium Turf
\$0	\$10,000	Cabrillo Youth Chorus
\$230,141	\$390,000	Additional support for campus departments (Athletics, Dental Hygiene, Children's Center, SBDC, Engineering, etc)
\$95,000	\$150,000	Donor directed interests (Math faculty professional development, Makerspace Internships)
\$1,385,000	\$500,000	Unbooked Planned Gifts
\$3,742,204	\$3,000,000	TOTAL

6500 SOQUEL DRIVE • APTOS, CA 95003 • 831.479.6338
FOUNDATION@CABRILLO.EDU • FOUNDATION.CABRILLO.EDU

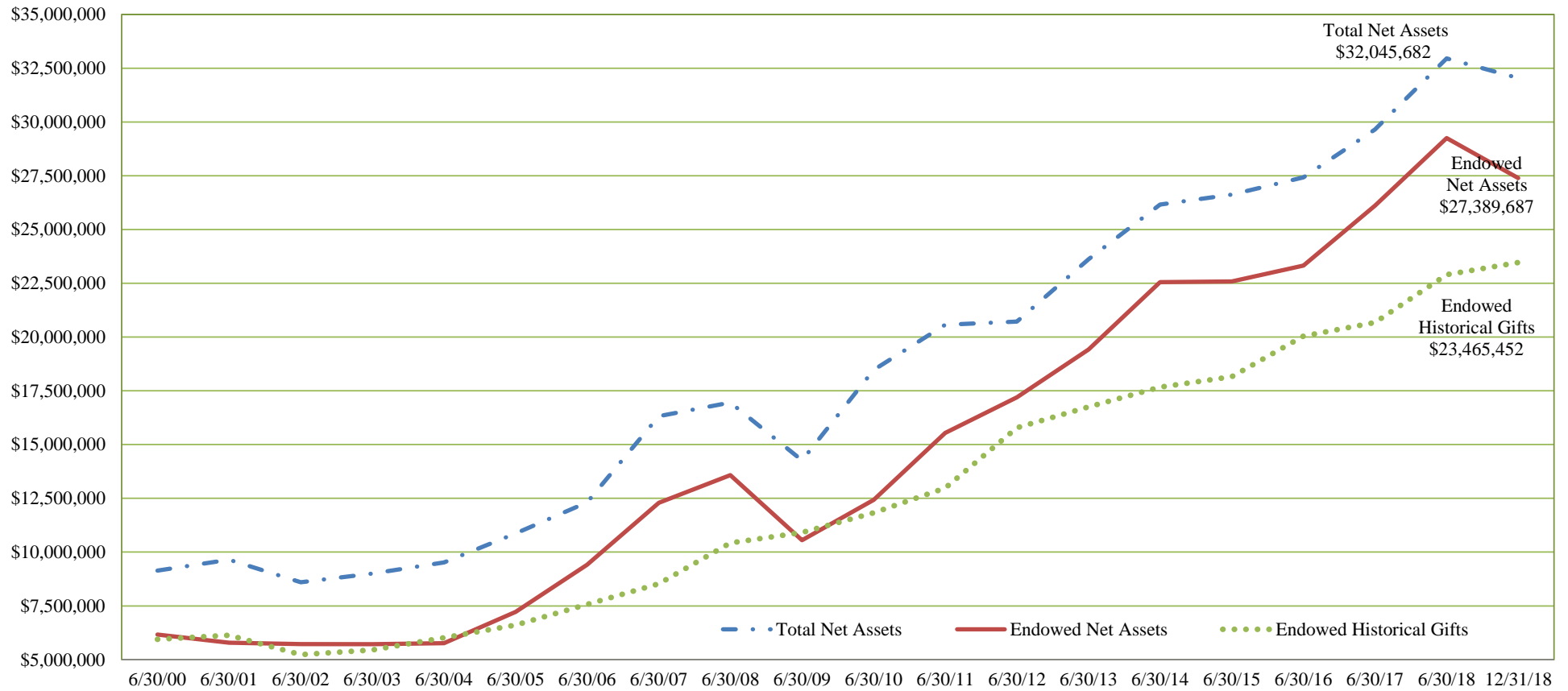
Cabrillo College FOUNDATION

Disbursements to Cabrillo College and Students
July 1, 2018 to December 31, 2018
Total: \$1,056,076



Faculty/Department Support (Cabrillo Stage, Stroke Center, Dental Hygiene, Athletics)	19%	\$203,281
Student Support Services (Foster Youth, Veterans, CAP, Honors)	13%	\$133,090
Scholarships	68%	\$719,705
TOTAL		\$1,056,076

Cabrillo College Foundation
Total Net Assets, Endowed Net Assets, and Endowed Historical Gifts
June 30, 2000 to December 31, 2018



Total Net Assets highest level was \$33,863,673 as of September 30, 2018

Endowed Net Assets highest level was \$30,269,973 as of January 31, 2018

Endowed Historical Gifts highest level was \$23,465,452 as of December 31, 2018

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

William Ow

VICE PRESIDENT

Owen Brown

SECRETARY

Claire Biancalana

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Leola Lapides

COMMUNITY REPRESENTATIVES

Rob Allen

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Karen Semingson

Kate Terrell

Rachel Wedeen

COLLEGE TRUSTEE REPRESENTATIVES

Gary Reece

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: February 5, 2019
TO: Board of Directors
FROM: Ceil Cirillo
SUBJECT: President's Circle Campaign

2018-19 President's Circle Campaign

Ceil Cirillo and Michele Bassi are co-chairs of the 2018-19 President's Circle Committee.

As of February 2, 2019:

- \$342,197 has been raised toward our goal of \$380,000
- 200 members have joined
- 18 NEW members have joined

A 2018-19 member list and history report are attached

On Friday, February 1st, we sent reminders to 46 President's Circle members who have not renewed their support this year. They received a note signed by Michele and Ceil, an events calendar, as well as another President's Circle invitation and reply card.

2018 President's Circle Events

President Level (\$1,000+)

- Sandy Lydon Historical Tour.....April 6
- Summer Musical and Reception: *Beehive*.....July 12
- President's Holiday Party.....December 6

President's Plus Level (\$1,500+)

- Garden Party at Rancho Soquel.....May 29

Director Level (\$2,500+)

- Winemaker's Dinner at the Sesnon House.....May 16

Trustee Level (\$5,000+)

- Lunch With Cabrillo College President, Matt Wetstein.....March 20

Benefactor Level (\$10,000+)

Feasting with Faculty.....Summer (TBD)

**CABRILLO COLLEGE FOUNDATION
PRESIDENT'S CIRCLE HISTORY REPORT
Updated 2/5/2019**

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Committee Chair	Ceil Cirillo	Jess Brown & Ted Burke	Ted Burke & Linda Burroughs	Diane Craddock & Linda Burroughs	Diane Craddock & Owen Brown	Claire Biancalana & Owen Brown	Claire Biancalana & Mahlon Foote	Mahlon Foote & Ceil Cirillo	Ceil Cirillo & Michele Bassi
# of Committee Members	35	37	37	36	29	36	33	37	44
# of Annual Members (\$1,000+)	169	176	192	190	189	206	214	227	200
# of Annual Members solicited for the first time through Annual Fund (\$1,000+)	6	3	2	1	1	2	3	2	
# of New Annual Members (\$1,000+)	23	26	30	20	16	23	19	32	18
# of Rejoining Annual Members (\$1,000+)	146	150	162	170	179	183	192	195	182
% of Rejoining Members	88%	88%	92%	88%	94%	97%	93%	91%	80%
# of \$15,000+							1	1	1
# of \$10,000+	0	0	0	2	3	3	2	3	3
# of \$5,000-\$9,999	8	8	10	7	7	8	7	9	8
# of \$2,500-\$4,999	17	16	13	13	13	14	15	23	26
# of \$1,500-\$2,499 (Starting 2011-2012)*	n/a	37	38	45	52	54	56	59	48
# of \$1,000 Donations	138	112	126	119	114	127	133	132	114
# of Donors Who Gave < \$1,000	8	8	9	7	8	9	8	3	4
# of Prospects Solicited	1,137	1,168	1,085	1,063	1,011	1,045	1,041	1,031	1,042
Donations from Annual Fund	\$7,500	\$3,000	\$3,500	\$1,000	\$1,000	\$1,000	\$3,000	\$2,000	
Operational Budget Goal	\$218,000	\$225,000	\$250,000	\$280,000	\$285,000	\$317,000	\$318,000	\$332,000	\$380,000
Total Funds Raised	\$225,095	\$250,616	\$271,652	\$282,774	\$311,406	\$318,074	\$330,908	\$377,795	\$342,197
Percent Increase/ Decrease Over Previous Year	3%	11%	8%	4%	10%	2%	4%	14%	

\$10,000+

Esther and Gerry Levandoski
Edward Newman and Leslie Christie
Patty Quillin and Reed Hastings
Thomas Sourisseau

\$5,000+

Claire Biancalana and William Kelsay
Harry and Mary Blanchard
Barbara Canfield
John and Judy Eiskamp
Vance Landis-Carey and Robert Carey
Rick and Ruth Moe
Julie Packard/Applewood Fund
Elio and Joy Rodoni

\$2,500+

Phillip and Robin Adkins
Pegi and Tom Ard
Bright Horizon Fund
Jess Brown
Owen Brown and Mary Akin
Lee and Emily Duffus
Jack Farr
Joan Griffiths
Trisha and Brandon Kett
Leola Lapides and Bob Katz
Marilyn Manning Lonergan and Richard Lonergan
John and Megan Martinelli /S. Martinelli & Co.
Robert Millslagle and Bjorg Yonts
Joe and Susan Mingione
Bill and Karen Moncovich
Ned and Dinny Nemacheck
Kelly and Maria Nesheim
Amy Newell
Gayle and Joseph Ortiz
William and Erica Ow
Pat and Rowland Rebele
Shadowbrook and Crow's Nest Restaurants
Stephen and Gail Snodgrass
Ginny Solari Mazry
Rachael Spencer and Kevin Rooney
Rachel Wedeen

\$1,500+

Kit Anderton
Jim Baker and Nancy Millsagle
Edward and Kathleen Banks
Michele Bassi/Lighthouse Bank
Carrie Birkhofer/Bay Federal Credit Union
Blaine and Connie Brokaw
John and Sydney Brokaw
John and Linda Burroughs
Andrew and Marilyn Calciano
Linda Charman
Al Cheney
Ceil Cirillo
Susan Cony
Diane Craddock and David Hogye
Sally Della Santina
Dwayne and Linda Downing
Edward and Janas Durkee

Charles and Sandra Eldridge
Esch Family
Duf and Paula Fischer
Mahlon and Joel-Ann Foote
John and Sue Gaulty
Stephen Green
Ken Haber
David and Jacqueline Heald
Harold and Dorothy Hyde
Kent and Marie Imai
Mary James and George Cook
Erik and Judy Johnson
Therese Johnson
Judy B. Jones
Ralph and Julie Kimball
Linda Larkin and Harold Widom
Thomas Lehrer
Karen and Charles Leigh-Wood

Dominic and Karen Massaro
Keith and Della McKenzie
Earleen Overend and Wayne Palmer
Nancy Rice Bradley
Maria Esther and Jose Raul Rodriguez
Carol and Kirk Schmidt
Robert Scott
Greg and Tangie Solow
Gabrielle Stocker
James Thompson
Evans Whitaker and Deborah Bronstein
Theo Wierdsma and Julie Hamilton
Wierdsma
Thomas and Connie Wilson

\$1,000+

Michael and Toby Alexander
Walter and Janet Alexander
Alan and Wendy Aman
Joyce Anderson
Ann Asche/Locatelli Moving and Storage
Vince and Sheryl Barabba
Brian and Maryann Barry
William and Pat Barton
Philip and Kathryn Bates
Nancy Beekman
Judy Boemer
Robert and Susan Bosso
Sue Broadston
Alan and Gweneth Brown
George and Elizabeth Bunch
Thomas Bush and Grace Sanchez
Nancy Campeau
Charles and Betty Canfield
Gordon and Mary Jane Chambers
Frederick and Kate Chen
Sara Clarenbach
Sarah Clark
Joanne Clever
Bill and Cloy Codiga
Virginia Coe
Karen Cogswell and John Maenchen
Diane and Donald Cooley
Margaret Cottle
Bud and Martina Cummings
Wallace Dale
Kimberley Dawn and Roger Findley
Daryl Dichek and Ken Smith
Ken and Kathy Doctor

Roberta Dunton
Geoff and Sandy Eisenberg
Kristin Fabos and Rye Livingston
Michele Finch
Finkelman Family Foundation/Herb Finkelman and Edda Tusinac
Cynthia FitzGerald
Peggy Flynn
Rocky and Judy Franich
Lesley Franz
Mary Gaukel and Les Forster
Susana and John Glina
Kimberly Hallinan and Ken Helms
Diane and Conrad Hamako
Richard and DeAnne Hart
Janet Heien
Eileen and Dave Hill
Joseph and Bette Hirsch
Ron and Evelyn Hirsch
David and Katharine Hopkins
Angela and James Hoyt
John Hurd and Kate Kelly
Carolyn Hyatt
Ronald and Linda Israel
Ton and Thelma Jue
Tom and Nanette Kelsey
Richard and Diane Klein
David and Sharon Kluger
George and Diane Koenig
Ko-Kahuna Trust
Agata Konopka and Flavio Cheng
Ron Kusel and Carolyn Gong-Guy
Julie Lambert
Sarah Latham

Nancy Lenox
Mark Linder and Mary Dean
Pamela Lowry and Allen Rozelle
Michael and Nancy Machado
Laura Marcus and Johan Rubens
Allen and Janet Martin
Mike and Bertie McElroy
Paul Meltzer
Mark Mesiti-Miller and Donna Murphy
Tom and Susana Meuldijk
Peter and Debbie Nelson
Linda and Bruce Nicholson
Harvey and Judy Nickelson
Fane and Corie Opperman
Erica Padilla-Chavez
Rock Pfothenhauer and Linda Wilshusen
James and Mary Ellen Poth
Muriel Prolo and Jack Samuelson
Paula and Robert Quinn
Kenneth and Barbara Reed
Randy Repass and Sally-Christine Rodgers
Phyllis Rosenblum
Craig Rowell and Corinda Ray
Cherri Rupert-Canfield
Barbara and William Scherer
Ronald and Cynthia Sekkel
Karen Semington
Martha Shedden and John Buchanan
Robert and Helen Shepherd
Melinda and Thomas Silverstein
Greg and Robin Sirakides
Elaine-Maryse Solari
Carol and Stephen Spragens

Bruce and Barbara Swenson
 Kate Terrell and David Ryan
 William and Madaline Tomlinson
 Susan True
 Franco Vaca and Fatima Carlos Vaca

Anina Van Alstine
 Jerry and Robynn Walters
 Susan and Nels Westman
 Matt Wetstein and Cindy Ostberg
 Terrence Willett and Jennifer Cross

Sue Wilson
 Peppy and Ron Woll
 Neal and Paula Woods

Founding President Robert E. Swenson's Lifetime Supporters*

<i>Cornelia Ackley</i>	<i>Jim and Dolores</i>	Walter S. Johnson	Porter Sesnon	<i>Phyllis and Alan</i>
<i>Kate Ashcraft</i>	<i>Graefe</i>	Foundation	Foundation	<i>Simpkins</i>
Jack Baskin and Peggy	Granite Construction	<i>Eileen and Max Koppes</i>	Rowland and Pat	Mary and <i>Richard</i>
Downes Baskin	Graniterock	<i>Albert Leoni</i>	Rebele	Solari
Mark and Barbara Beck	Joan and <i>Gerald</i>	<i>Jeane and Les Ley</i>	<i>Esther Rice</i>	Rachael Spencer and
<i>Greta Bell</i>	Griffiths	<i>Josie and Bailey Little</i>	<i>Iris and J. Arthur</i>	Kevin Rooney
<i>Neva Bournier</i>	<i>Penry and Marie</i>	Fred and Linda	<i>Rodgers</i>	<i>Robert and Frances</i>
California Wellness	<i>Griffiths</i>	McPherson	<i>Barbara Samper</i>	<i>Swenson</i>
Foundation	Grove Foundation	<i>Louella Mehne</i>	<i>Erica Schilling</i>	Union Bank of
<i>Mary Frances</i>	The William and Flora	<i>John Morgan</i>	<i>Ben Schneider</i>	California
<i>Callantine</i>	Hewlett Foundation	<i>Elice Neubauer</i>	SD Trombetta	James and Karen
Diane and Donald	Hewlett-Packard	George Ow and Gail	Foundation	Watson
Cooley	Company	Michaelis-Ow	<i>Elinor and Keith</i>	<i>Alice Weisenberger</i>
Richard and Theresa	Harold and Dorothy	The David and Lucile	<i>Shaffer</i>	Wells Fargo
Crocker	Hyde	Packard Foundation	Paul and Pat Shirley	Foundation
Dominican Hospital	James Irvine	<i>Rena Perlino</i>	Bill and Brigid	
	Foundation		Simpkins	

*Donors who gave \$100,000 cumulatively during Robert E. Swenson's life (1918-2007). Deceased *donors have been recognized in italics*

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

William Ow

VICE PRESIDENT

Owen Brown

SECRETARY

Claire Biancalana

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Leola Lapidés

COMMUNITY REPRESENTATIVES

Rob Allen

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Karen Semingson

Kate Terrell

Rachel Wedeen

COLLEGE TRUSTEE REPRESENTATIVES

Gary Reece

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: February 5, 2019
TO: Board of Directors
FROM: Owen Brown
SUBJECT: Faculty and Staff Grants

Faculty and Staff Grants

Cabrillo College Foundation has three grant programs to support Cabrillo College faculty: Faculty Grants for Student Success, Crocker Endowment Grants, and the Engineering and Applied Science Endowment. Grant recipients are selected through an annual proposal process.

This year the Cabrillo Foundation awarded a total of \$102,836 to Cabrillo staff and faculty to enhance student learning and increase student success. In November, a committee of Foundation Board Members, Cabrillo faculty, and community members reviewed proposals and selected projects to award.

The Faculty and Staff Grant Awards Reception was held on Wednesday, January 23rd at the Sesnon House and we had a nice turnout of 63 guests. Award recipients had the opportunity to share about their projects and all guests celebrated with food and wine after the program.

2018 Funded projects are listed in the program attached.

Current committee members include: Cherie Barkey (HASS), Owen Brown, Ted Burke, Ceil Cirillo, Francisco Iniguez (BELA), Amy Newell, Gun Ruder, and David Schwartz (NAS).

Cabrillo College Foundation

Faculty and Staff Grant Awards

Faculty Grants for Student Success

The Faculty Grants for Student Success program began in 1985 with an endowment gift by Keith and Elinor Shaffer to the Cabrillo College Foundation. This year \$57,508 is being awarded.

Crocker Endowment Grants

The Crocker Endowment Grants were established by Richard and Theresa Crocker in 2007. This year, \$36,359 is being awarded.

Beck Engineering and Applied Science Endowment

Founded by Mark and Barbara Beck in 2004, the Engineering and Applied Science Endowment awarded \$8,969 this year.

Associated Students of Cabrillo College-Wide Grants

Student Senate to enhance educational opportunities for students. This year, \$18,000 is being awarded.

January 23, 2019



2018 Faculty Grants for Student Success

Kim Belliveau, Kinesiology
Manikins for First Aid & CPR
\$1,158

Mark Bidelman, Performing Arts
Performance Opportunities
\$3,000

Flor Chacon, Student Services/Veterans Program
Cabrillo's Design and Fabrication
Student Project \$3000

Michelle Chao, Early Childhood Education
Laser Printer, Copier, Scanner
\$1,026

Nicole Crane, Biology
Laboratory Research
Experiences for Cabrillo Students: Genetics of Coral Reef Organisms \$1,920

Skip Epperson, Theater Arts
Color Printer Replacement, MIG Welder for Theatre Arts
Scene Shop \$2,149

Karl Ewald, Engineering
Find Your Own Errors Exam Process \$500

Michael Johnson, Horticulture
Crop Evapotranspiration Measurement for Efficient Irrigation Scheduling \$3,485

Noel Kelsch, Dental Hygiene
Portable Dental Hygiene Unit
\$10,995

David King, Dance
Floor Fans for Dance Studio Classrooms \$2,000

Tera Martin, Watsonville Center/English
Tablets for Mobile Learning
\$2,188

Tamara McKinnon, Nursing
Electronic Medical Records for Inter-professional Students \$1,942

Payson McNett, Visual and Performing Arts
Shade Structure \$1,000

Greg Mettler, Art
Photography
Portable Lighting Equipment for Cabrillo Student Use \$2,125

Dawn Nakanishi, Art Studio
Steel Fusion Plates with Nuts and Bolts
for Mokume Gane \$770

Jo-Ann Panzardi, Engineering
Drafting Boards \$1,300

Nancy Phillips, Reading
Fitdesks \$800

Peter Shaw, Horticulture
Parts for Tissue Culture Hood \$3,327

Susan Stuart, Theater Arts
Industrial Fabric Steamer \$240

Claire Thorson, Art Studio
ArtNOW Lecture and Workshop Series \$278

Stephanie Tran, Mathematics
ELMOs for Math Classes \$3,130

Merritt Tucker, Stroke and Disability
Learning Center
Technology Upgrades for Classrooms \$11,175

2018 Crocker Endowment Grants

Kathryn Adkins, Theater Arts
Piano Accompanist for Musical Theater Classes \$1,240

Sarah Albertson, Theater Arts
Camera Operator for Acting Courses \$260

Jamie Alonzo, Mathematics
Math Faculty Professional Development \$1,203

Cheryl Anderson, Music
"Visiting Artist Project: Craig Hella-Johnson," Composer, Lyricist, Conductor and Choreography
for "Considering Matthew Shepherd," and oratorio by Dr. Craig Hella-Johnson \$5,000

Mark Bidelman, Performing Arts
Performance Opportunities \$1,600

Susan Bruckner, Music
Digitizing MIDI Files for Piano Practice \$800

Michelle Donohue-Mendoza, Student Services
Student Resource Kiosks \$2,200

Eric Grabiell, Instruction/LCC
Hallway Benches for Students \$3,500

Noel Kelsch, Dental Hygiene
Emergency Preparation for Clinic, High Volume Dental Suction Compliance Device, LCD projectors, Structured 4 Part Human Skull, Human Demonstration Skull
Disarticulated Bones, Fingertip Pulse Oximeters \$8,218

David King, Dance
Baile Folklórico Practice Skirts, Floor Fans
for Dance Studio Classrooms \$2,279

Tera Martin, Watsonville Center
Facult and Student Forums \$240

Victoria May, Gallery/Art Studio
Improved Display Cabinet \$1,518

Tamara McKinnon, Nursing
Nurse Managed Center Support, Electronic Medical Records for Inter-professional Students \$1,608

Adela Najarro, English
Textbooks for STARS and Puente Learning Communities \$2,792

Max Rain, Art
Equipment for New Gas Kiln \$1,774

Mark Ramsey, Athletics/Kinesiology
Improvement of Sound System in Stadium \$1,700

Claire Thorson, Art Studio
ArtNOW Lecture and Workshop Series \$427

2018 Engineering and Applied Science Endowment Grants

Kelli Horner, MESA Program
STEM Center Support \$7,176

Gary Marcoccia, E-tech
Student Assistant \$1,793

2018 ASCC Student Senate College Wide Grants

Cheryl Anderson, Music
Video Camera for Rehearsal Use, Voice Classes, Performances \$2,000

Diane Avelar, Student Health Services
Send Silence Packing \$3,200

Allison Gong, Biology
iClickers for Student Engagement in the Classroom \$1,000

Kelli Horner, STEM
Steve Hodges, Computer Science
Wall-Mounted Monitor for Networking Lab \$1,800

James Page, Athletics and Kinesiology
Wellness Education Center (WEC) Improvement and Maintenance Plan for Student Safety and Success \$5,000

Ana Ruiz, Student Services
Welcome Center Technology Upgrade \$5,000

Major Donors to the Cabrillo College Foundation for Faculty & Staff Grants

\$1,000,000+

Leonard R. Lundquist

\$500,000+

Richard & Theresa Crocker, Founders, Crocker Endowment Grants

\$250,000+

Keith & Elinor Shaffer, Founders, Faculty Grants for Student Success

Ley Family

\$100,000+

Barbara & Mark Beck, Founders, Engineering and Applied Science Endowment

John Morgan

\$20,000+

Leila Biancalana • Frank & Zoe Ann Orr • Gary Reece

\$10,000+

Borina Foundation • Dale O'Toole

Finkleman Family Charitable Foundation/Edda Tusinac and Herb Finkleman

\$5,000+

John & Tery Gargiulo • Rachael Spencer & Kevin Rooney • *Robert & Frances Swenson*

\$2,500+

Cabrillo College Faculty Senate

William & Elise Neubauer

Faculty Grants for Student Success Committee

Cherie Barkey, Owen Brown, Ted Burke, Ceil Cirillo, Francisco Íñiguez,

Amy Newell, Gun Ruder, David Schwartz

Crocker Endowment Grants Committee

Cynthia FitzGerald, Sue Gochis, John Gaulty, Victoria Lewis, Kathie Welch,

Matt Wetstein

ASCC Student Senate Grants Committee

Rena Stowell, Alex Unger

Engineering and Applied Science Endowment Grants Committee

Steve Hodges, Joe McCullough, Gary Marcoccia, Michael Matera,

Jo-Ann Panzardi

Cabrillo College FOUNDATION

MEMORANDUM

OFFICERS

PRESIDENT

Leola Lapides

VICE PRESIDENT

William Ow

SECRETARY

Owen Brown

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Stephen Snodgrass

COMMUNITY REPRESENTATIVES

Claire Biancalana

Carrie Birkhofer

Linda Burroughs

Ceil Cirillo

Linda Downing

Lee Duffus

David Heald

Charles Montoya

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Kate Terrell

COLLEGE TRUSTEE REPRESENTATIVES

Gary Reece

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

DATE: February 5, 2019

TO: Board of Directors

FROM: June Ponce

SUBJECT: Ag Tech Advisory Summit and Grand Opening

BACKGROUND

Cabrillo College received a US Department of Education STEM grant to develop the curriculum for a Sustainable Agriculture Technology A.S. Degree and construct a new greenhouse for students to participate in hands on training in the field of Sustainable Agriculture Technology.

Ag Tech is the intersection of agriculture and technology; it is an emerging industry with new career opportunities. How will robots, big data, drones, and vertical farms shape the agriculture and horticulture industries? No one yet knows! Our goal is to create diversely trained Ag Tech graduates who are knowledgeable in high tech productions systems and prepared to shape the future of sustainable, high tech agriculture. Course work crosses six departments so students will be prepared to combine skills in data management, computer information technology, geographic information systems, and engineering into plant science and high tech agriculture production. Students will learn about sustainable agriculture while getting hands on experience growing plants.

Ag Tech Advisory Summit: March 5th 10am – 12pm

Cabrillo College Foundation Board Member, June Ponce, is helping Cabrillo gather together a select group of farming colleagues to gather for a tour of the Horticulture and Ag Tech facility and share their wisdom and feedback of their needs with Cabrillo College.

Ag Tech Grand Opening Celebration: TBD (March 19th or 20th 5:00 – 7:00pm)

Celebrate the opening of the new Ag Tech greenhouse and launch of the Sustainable Agriculture Technology Degree. Join us for student led tours, refreshments, and opening ceremony.

Cabrillo College FOUNDATION

MEMORANDUM

OFFICERS

PRESIDENT

Leola Lapides

VICE PRESIDENT

William Ow

SECRETARY

Owen Brown

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Stephen Snodgrass

COMMUNITY REPRESENTATIVES

Claire Biancalana

Carrie Birkhofer

Linda Burroughs

Ceil Cirillo

Linda Downing

Lee Duffus

David Heald

Charles Montoya

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Kate Terrell

COLLEGE TRUSTEE REPRESENTATIVES

Gary Reece

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

DATE: February 5, 2019

TO: Board of Directors

FROM: Eileen Hill

SUBJECT: Stadium Turf Fundraising Update

Description

The Cabrillo College stadium is an asset to student, youth, and adult athletes throughout the county with 200 – 300 athletes using it daily during the academic term. The Cabrillo College stadium turf was last resurfaced in 2005. The anticipated lifespan was 8-10 years, which it has outlasted by five years. The turf has become a liability for our students, student-athletes and the community members who use the stadium. The deterioration of the turf is apparent in the exposed hard surfaces and drainage issues. Compaction tests show very poor results for the absorption of impact.

Cabrillo College has committed to replacing the surface this spring with a completion goal of May 2019 in time for graduation ceremonies and summer youth camps. The cost of the project is \$1.2M, with \$800,000 committed from college funds. The College has tasked the foundation to fundraise for \$400,000 in private donations to help complete the project.

Fundraising

- An anonymous gift of \$100,000 has been received to match gifts of \$250+
- Grant proposals to foundation's will be submitted
- Working with Cabrillo coaches (past and present) to send personal solicitation letters

Naming Opportunities Pending Approval

Carl Conelly Stadium

Donation Level	Building/Area
\$500,000	Field
\$250,000	Press Box
\$100,000	Concession Stand
\$1,000	Donor Recognition in Stadium

Cabrillo College FOUNDATION

MEMORANDUM

OFFICERS

PRESIDENT

Leola Lapides

VICE PRESIDENT

William Ow

SECRETARY

Owen Brown

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Stephen Snodgrass

COMMUNITY REPRESENTATIVES

Claire Biancalana

Carrie Birkhofer

Linda Burroughs

Ceil Cirillo

Linda Downing

Lee Duffus

David Heald

Charles Montoya

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Kate Terrell

COLLEGE TRUSTEE REPRESENTATIVES

Gary Reece

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

DATE: February 5, 2019

TO: Board of Directors

FROM: Eileen Hill

SUBJECT: Cabrillo Advancement Program (CAP) Update

Description

The Cabrillo Advancement Program (CAP) is a scholarship and support program designed to increase the academic success of high risk, low income students and to support their preparation for attending college. CAP includes 350 participants in 12 schools throughout Santa Cruz County. CAP scholars are selected through a competitive process open to students who qualify for free or reduced lunches.

Beginning with the first year of middle school and continuing through high school, CAP students receive after-school tutoring and participate in counseling and extra-curricular activities that sustain their commitment to preparing for college. Students who complete CAP receive \$3,000 in scholarships upon high school graduation for their first and second year at Cabrillo.

Results

CAP has shown amazing success in high school graduation and college-going rates compared to similar population. Last year, 75% of CAP high school seniors reported going to college—either Cabrillo or directly to a four-year university, exceeding the college enrollment benchmark of 49% by 26%.

Reaching a Long Term Goal!

Cesar Chavez Middle School in Watsonville and Branciforte Middle School in Santa Cruz are the top priority middle schools in Santa Cruz County that are not part of the CAP Program with students with the greatest need. CAP prides itself on the fact that it is a permanent program. Unlike other program services offered that go away once public funding is depleted, CAP is a permanent program offered to the at-risk youth of our county. We have received an anonymous gift of \$350,000 and donor intent to provide an additional \$1.4M over the next four years to add Branciforte Middle School to the CAP Program! This additional endowed funding will cover tutoring, mentoring, and all CAP activities for 70 students each year once the program has matured.

Cabrillo Advancement Program Ceremony

March 5, 2019, 6:00 p.m. at the Crocker Theater

The first 10 students from Branciforte Middle School will be inducted into the CAP program

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

William Ow

VICE PRESIDENT

Owen Brown

SECRETARY

Claire Biancalana

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Leola Lapides

COMMUNITY REPRESENTATIVES

Rob Allen

Linda Burroughs

Cecil Cirillo

Linda Downing

David Heald

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Karen Semingson

Kate Terrell

Rachel Wedeen

COLLEGE TRUSTEE REPRESENTATIVES

Ed Banks

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: February 5, 2019
TO: Board of Directors
FROM: Nancy Machado
SUBJECT: 2019-20 Budget Timeline

The following is the schedule for the 2019-20 Cabrillo College Foundation budget process:

Week of January 7, 2019	Nancy Machado requests information required for starting the budget process
Week of January 21, 2019	Eileen Hill and Nancy Machado to review information and determine if further information is needed
Week of January 28, 2019	Eileen Hill and Nancy Machado to compare prior year trends to 2019-20 plan
Week of February 18, 2019	Nancy Machado provides Eileen Hill with draft of 2019-20 Budget. Eileen Hill reviews, recommends changes and approves final 2019-20 Budget
March 14, 2019	Send recommended Budget to Finance and Investment Committee
March 28, 2019	Finance and Investment Committee reviews 2019-20 Budget and makes recommendation to Executive Committee
April 12, 2019	Send recommended Budget to Executive Committee
April 18, 2019	Executive Committee reviews 2019-20 Budget and makes recommendations to Board of Directors
April 26, 2019	Send recommended Budget to Board of Directors
May 14, 2019	Board of Directors approve 2019-20 Budget

6500 SOQUEL DRIVE • APTOS, CA 95003 • 831.479.6338
FOUNDATION@CABRILLO.EDU • FOUNDATION.CABRILLO.EDU

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

William Ow

VICE PRESIDENT

Owen Brown

SECRETARY

Claire Biancalana

CHIEF FINANCIAL OFFICER

Alan Aman

PAST PRESIDENT

Leola Lapidés

COMMUNITY REPRESENTATIVES

Rob Allen

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Karen Semingson

Kate Terrell

Rachel Wedeen

COLLEGE TRUSTEE REPRESENTATIVES

Ed Banks

Rachael Spencer

Donna Ziel

COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: February 5, 2019
TO: Board of Directors
FROM: Nancy Machado
SUBJECT: 2017-18 990 Schedule

The following is a projection for the 2017-18 Cabrillo College Foundation federal Form 990 process:

Week of April 1, 2019	Cabrillo College Foundation staff completes Form 990 and submits to Auditor Terri Montgomery
Week of April 15, 2019	Terri Montgomery completes Form 990 and e-mails draft to Nancy Machado.
April 18, 2019	Cabrillo College Foundation Executive Director reviews draft Form 990
April 22, 2019	Draft Federal Form 990 e-mailed to the Board of Directors with an overview and instructions for review.
April 29, 2019	Cabrillo College Foundation Board of Directors responds to Nancy Machado with any suggestions/changes to draft Federal Form 990.
May 2, 2019	Final Federal Form 990 is e-mailed to the Board of Directors for final review.
May 14, 2019	At the Cabrillo College Foundation Board meeting, final Federal form 990 is approved and signed by a Board Officer.
May 21, 2019	Cabrillo College Foundation mails final Federal Form 990 to the Internal Revenue Service

2018-19 Cabrillo College Foundation Committee Meetings and Events

Updated 1/30/2019

BOARD OF DIRECTORS

Tuesdays, 12:00-2:00 pm

Sesnon House Room 1804

New Member Orientation

September 11, 2018

10:00-11:00am

(Sesnon House Room 1824)

Walking Tour for Full Board:

September 11, 2018

11:00-11:45am

Meetings:

September 11, 2018

November 13, 2018

February 12, 2019

May 14, 2019

(Watsonville Center)

AUDIT

10:00-11:00 am

Sesnon House Room 1824

October 1, 2018

EXECUTIVE

9:00-10:00 am

Sesnon House Room 1824

August 30, 2018

October 25, 2018

January 17, 2019

April 18, 2019

FINANCE AND

INVESTMENT

Thursdays, 8:30-9:30 am

Sesnon House Room 1824

August 16, 2018

October 11, 2018

January 3, 2019

March 28, 2019 (8:30 – 10:00)

CABRILLO

ADVANCEMENT

PROGRAM (CAP)

Sesnon House Room 1824

February 14, 2019

10:00 – 11:00 am

FACULTY GRANTS

Sesnon House Room 1824

November 26, 2018

2:00 – 5:00 pm

NOMINATING

Sesnon House Room 1824

PRESIDENT'S CIRCLE

Sesnon House Room 1804

September 26, 2018

5:30 – 7:00 pm

(kick-off party)

Sesnon House Room 1824

October 23, 2018

9:00 am – 12:00 pm

(signing party)

WOMEN'S

EDUCATIONAL

SUCCESS (WES)

Sesnon House Room 1824

May 7, 2019

11:00 am – 12:00 pm

SCHOLARSHIP

Sesnon House Room 1824

November 29, 2018

9:00 – 10:00 am

EXCLUSIVE EVENTS FOR

PRESIDENT'S CIRCLE

MEMBERS

Lunch with CC President

\$5,000 + Members

March 20, 2019

12:00 – 1:30 pm

Sesnon House

Sandy Lydon Historical Tour

\$1,000 + Members

April 6, 2019

Winemakers Dinner

Sesnon House

May 16, 2019

\$2,500+ Members

Garden Party at

Rancho Soquel

\$1,500+ Members

May 29, 2019

Feasting with Faculty

Sesnon House

\$10,000+ Members

TBD

Cabrillo Stage Play,

"Beehive"

and PC Reception

\$1,000+ Members

July 12, 2019

5:30 pm

Sesnon House

EVENT DATES

President's Circle

New Prospects Reception

October 30, 2018

5:30 – 7:30 pm

Ella's at the Airport

Seahawk Social

Happy Hour

November 3, 2018

5:00 – 7:00 pm

Horticulture Center

Heritage Club Luncheon

November 6, 2018

12:00 – 1:30 pm

Sesnon House

President's Circle

New Prospects Reception

November 28

5:30 – 7:30 pm

Shadowbrook

President's Holiday Party

November 30, 2018

5:30 pm

Sesnon House

Faculty and Staff Grants

Reception

January 23, 2019

4:00-6:00pm

Sesnon House

Cabrillo Advancement

Program

(CAP) Ceremony

March 5, 2019

6:00 – 8:00 pm

Crocker Theater

High Achiever Scholarship

Ceremony

April 9, 2019

4:00 – 6:00 pm

Sesnon House

American Dream

Scholarship Ceremony

May 21, 2019

4:00 – 5:00 pm

Samper Recital Hall

2018-19 Cabrillo College Foundation Committee Roster – Updated 1/30/2018

BOARD OF DIRECTORS

Rob Allen
Alan Aman, CFO
Ed Banks, College Trustee
Claire Biancalana, Secretary
Owen Brown, Vice President
Linda Burroughs
Ceil Cirillo
Linda Downing
Enrique Buelna, Faculty Representative
Sue Gochis, CC VP Student Services
David Heald
Leola Lapides, Past President
Victoria Lewis, VP Admin.
Services, Asst. Treasurer
Kelly Nesheim
Amy Newell
William Ow, President
June Padilla Ponce
Patty Quillin
Maria Esther Rodriguez
Gun Ruder
Karen Semingson
Rachael Spencer, College Trustee
Kate Terrell
Rachel Wedeen
Kathie Welch, VP of Instruction
Matt Wetstein, Asst. Secretary, CC President
Donna Ziel, College Trustee

AUDIT

Chair: Lee Duffus
Pegi Ard
Carrie Birkhofer
David Heald
Barbara Scherer
Norm Schwartz
Karen Semingson
Staff: Eileen Hill
Nancy Machado

EXECUTIVE

Alan Aman, CFO
Claire Biancalana, Secretary
Owen Brown, Vice President
Linda Burroughs
David Heald
Leola Lapides, Past President
William Ow, President
Rachael Spencer
Matt Wetstein, CC President
Staff: Eileen Hill
Nancy Machado

FINANCE & INVESTMENTS

CFO: Alan Aman
Pegi Ard
Owen Brown
Marshall Delk
David Heald
Michael W. Machado
Kelly Nesheim
Gun Ruder
Bob Shepherd
Steve Snodgrass
Staff: Eileen Hill
Nancy Machado

CABRILLO ADVANCEMENT PROGRAM (CAP)

Chair: Carrie Birkhofer
Rob Allen
Enrique Buelna
Sesario Escoto
Leola Lapides
Rachel Mayo
June Padilla Ponce
Maria Esther Rodriguez
Eva Acosta
College Advisors:
Liz Dominguez
Michelle Donohue
Staff: Eileen Hill, Caitlin Bonura

FACULTY GRANTS

Cherie Barkey
Owen Brown
Ted Burke
Ceil Cirillo
Anne Freiwald
Francisco Íñiguez
Tobin Keller
Amy Newell
Gun Ruder
David Schwartz
Staff: Eileen Hill, Caitlin Bonura

NOMINATING

Chair: Leola Lapides
Jess Brown
Owen Brown
Linda Burroughs
William Ow
Stephen Snodgrass
Lead Staff: Eileen Hill

PRESIDENT'S CIRCLE

Co-chairs:
Michele Bassi
Ceil Cirillo
Pegi Ard
Jim Baker
Ed Banks
Pat Barton
Claire Biancalana
Mary Blanchard
Jess Brown
Owen Brown
Ted Burke
Linda Burroughs
Andrew Calciano
Karen Cogswell
Wally Dale
Linda Downing
Lee Duffus
John Eiskamp
Duf Fischer
Paula Fischer
Joel-Ann Foote
Mahlon Foote
DeAnne Hart
Rich Hart
Jackie Heald
Hal Hyde
Kent Imai
Vance Landis-Carey
Marilyn Manning Loneragan
Richard Loneragan
Keith McKenzie
Fred McPherson
Bob Millslagle
Kelly Nesheim
William Ow
June Padilla Ponce
Bob Shepherd
Helen Shepherd
Ginny Solari Mazry
Rachael Spencer
Rachel Wedeen
Matt Wetstein
Theo Wierdsma
Bjorg Yonts
Staff: Caitlin Bonura

SCHOLARSHIP

Chair: Rachael Spencer
Claire Biancalana
Jess Brown
Ceil Cirillo
Linda Downing
Rich Hart
Rachel Wedeen
Staff: Caitlin Bonura

WOMEN'S EDUCATIONAL SUCCESS (WES)

Co-chairs:
Lindy Bixby
Carolyn Mecozzi
Robin Adkins
Pat Alvarez
Pat Barton
Peggy Downes Baskin, cofounder
Rhonda Bonett
Sue Broadston
Mary Anne Carson
Cathy Conway
Freny Cooper
Mary Culley
Kimberley Dawn
Pam Goodman
Julie Hanks
Janet Krassow
Leola Lapides
Nancy Machado
Angie McClellan
Amy Newell
Mara Paladrani
Tonee Picard
Patty Quillin
Cathy Richards-Bradley
Karen Semingson
Rachael Spencer, cofounder
Mary Spire
Bunny Tavares
Kate Terrell
Teresa Thomae
Karri White
Donna Ziel

WES Advisors:

Marcy Alancraig
Leti Amezcua
Jenna Becker
Rosemary Brogan
Sue Bruckner
Lori Chavez
Lauren Cole
Olga Diaz
Mario Garcia
Ofelia Garcia
Irma Gil
Holly Goodman
Jay Jackson
Teresa Kidwiler
Elissa Kurk
Diego Navarro
Christina Ortega
Beth Regardz
Ana Rodriguez
Gabriela Rodriguez
Barbara Schultz-Perez
Sue Slater
Nancy Spangler
Tasha Sturm
Laura Thurman
Marilyn Zanetti
Staff: Caitlin Bonura