

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

Owen Brown

VICE PRESIDENT

Claire Biancalana

SECRETARY

Gun Ruder

CHIEF FINANCIAL OFFICER

Pegi Ard

PAST PRESIDENT

William Ow

COMMUNITY REPRESENTATIVES

Rob Allen

Michele Bassi

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Matt Huffaker

Kelly Nesheim

Amy Newell

Ed Newman

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

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

Kathleen Welch

VP Instruction

Kristin Wilson

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: September 4, 2019

TO: Rob Allen, Pegi Ard, Ed Banks, Michele Bassi, Claire Biancalana, Linda Burroughs, Ceil Cirillo, Linda Downing, Sue Gochis, David Heald, Matt Huffaker, Kelly Nesheim, Amy Newell, Ed Newman, Bradley Olin, William Ow, June Padilla Ponce, Patty Quillin, Maria Esther Rodriguez, Gun Ruder, Karen Semingson, Rachael Spencer, Kate Terrell, Rachel Wedeen, Kathleen Welch, Matt Wetstein, Kristin Wilson, Donna Ziel

FROM: CCF President, Owen Brown

SUBJECT: Cabrillo College Foundation Board of Directors Regular Meeting

Tuesday, September 10, 2019

12:00 pm – 2:00 pm

Cabrillo College, Sesnon House, Room 1804

6500 Soquel Drive, Aptos, CA 95003

12:00 BOARD PHOTO

Item

Responsibility

Page

A. Regular Open Session

1. Welcome and Call to Order O. Brown

2. Approval of Agenda O. Brown

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.

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.

| Item | Responsibility | Page |
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| A. Regular Open Session (cont.) | | |
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| B. Public Comment | | |
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| C. 2019-20 Board Members | | |
| 1. Introduction of Board members | O. Brown | 12 |
| New Board Members | | 13 – 14 |
| • Pegi Ard | | |
| • Michele Bassi | | |
| • Matt Huffaker | | |
| • Bradley Olin – Cabrillo College Vice President of Administrative Services | | |
| • Ed Newman | | |
| • Kristin Wilson – Cabrillo College Faculty Representative | | |
| 2. Board Member Responsibilities, Terms of Office, Cabrillo College Foundation Mission Statement and Organizational Chart | | 15 - 17 |
| D. Special Presentations | | |
| 1. Defining Excellence in Teaching and Service | M. Wetstein | 18 - 19 |
| E. Reports | | |
| 1. Executive Director Report | E. Hill | 20 |
| 1.1 2018-19 Fundraising Targets | | 21 |
| 1.2 Fundraising Totals and Goal | | 22 |
| July 1, 2018 to June 30, 2019 | | |
| Outright Gifts: | \$3,688,791 | |
| Unbooked Revocable Planned Gifts: | \$1,405,000 | |
| Total: | \$5,093,731 | |
| 1.3 2018-19 Disbursements to Cabrillo College | | 23 – 24 |
| 1.4 2019-20 Fundraising Targets | | 25 |
| 1.5 Fundraising Totals and Goals | | 26 |
| July 1, 2019 to September 2, 2019 | | |
| Outright Gifts: | \$126,670 | |
| Unbooked Revocable Planned Gifts: | \$ | |
| Total: | \$126,670 | |

| Item | Responsibility | Page |
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| F. Action Items | | |
| 1. June 30, 2019 Pre-Audit Financial Statements | P. Ard | |
| 1.1 June 30, 2019 Pre-Audit Condensed Narrative | | 27 – 30 |
| 1.2 Balance Sheet | | 31 – 34 |
| 1.3 Income Statement by Fund | | 35 – 37 |
| 1.4 Income Statement Budget-to-Actual | | 38 - 39 |
| 2. July 31, 2019 Pre-Audit Financial Statements | | Provided at meeting |
| 2.1 July 31, 2019 Pre-Audit Condensed Narrative | | |
| 2.2 Balance Sheet | | |
| 2.3 Income Statement by Fund | | |
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| G. Informational Items | | |
| 1. Report on Executive Director Performance Evaluation | O. Brown | 40 |
| 2. California Community Colleges and Cabrillo College Fact Sheets | E. Hill | 41 - 43 |
| 3. Total Net Assets, Endowed Net Assets and Historical Gifts Chart as of June 30, 2019 | P. Ard | 44 |
| 4. President's Circle Campaign Update | M. Bassi | 45 - 49 |
| 5. WES | R. Spencer | 50 - 51 |
| 6. Faculty Grants | O. Brown | 52 - 54 |
| 7. Scholarships | R. Spencer | 55 - 57 |
| 8. Brown Act | E. Hill | 58 |
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| 10. Committee Calendar and Roster | O. Brown | 61 - 62 |
| H. Adjournment | | |
| 1. Adjournment | O. Brown | |

2019-20 BOARD MEETINGS:

Tuesdays, 12:00 pm – 2:00 pm

Sesnon House, Room 1804

November 12, 2019**February 11, 2020****May 12, 2020 (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 | P | P |
| Ed Banks | N/A | N/A | P | P |
| Claire Biancalana | A | P | P | P |
| Owen Brown | P | P | P | P |
| Linda Burroughs | A | P | P | A |
| Ceil Cirillo | P | P | P | P |
| Linda Downing | A | A | A | A |
| Sue Gochis | P | P | P | A |
| David Heald | P | A | P | P |
| Kelly Nesheim | P | P | A | P |
| Amy Newell | P | P | P | P |
| William Ow | P | P | P | P |
| June Padilla Ponce | P | P | P | P |
| Patty Quillin | A | P | P | P |
| Maria Esther Rodriguez | P | A | P | P |
| Gun Ruder | P | P | P | P |
| Karen Semingson | P | P | P | P |
| Rachael Spencer | P | A | A | A |
| Kate Terrell | P | P | P | P |
| Rachel Wedeen | A | P | P | A |
| Kathleen Welch | A | A | P | A |
| Matt Wetstein | P | P | P | P |
| Donna Ziel | P | P | 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.

UPCOMING EVENTS

Women's Educational Success Lunch

Friday, September 20, 2019

11:30 am – 12:30 pm

Horticulture Center

Scholarship Donor Reception

Thursday, October 24, 2019

4:00 pm – 6:00 pm

Sesnon House

Cabrillo 60th Anniversary Celebration

Sunday, November 3, 2019

3:00 pm – 5:00 pm

Watsonville Center

President's Holiday Reception

Friday, December 6, 2019

5:30 pm

Sesnon House

**CABRILLO COLLEGE FOUNDATION
BOARD OF DIRECTORS MEETING
Minutes of May 14, 2019**

Directors Present: Rob Allen, Ed Banks, Claire Biancalana, Owen Brown, Ceil Cirillo, David Heald, Kelly Nesheim, Amy Newell, William Ow, June Padilla Ponce, Patty Quillin, Maria Esther Rodriguez, Gun Ruder, Karen Semingson, Kate Terrell, Matt Wetstein, Donna Ziel

Directors Absent: Alan Aman, Enrique Buelna, Linda Burroughs, Linda Downing, Sue Gochis, Leola Lapidés, Victoria Lewis, Rachael Spencer, Rachel Wedeen, Kathleen Welch

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

Guests Present: Brian Sharpes, Dan Tichenor, Angelo DeBernardo, Michael Bryant

Call to Order

William Ow called the meeting to order at 12:14 pm.

Approval of Agenda

Motion: MSC: R. Allen/D. Heald. The committee voted unanimously to approve the Board agenda.

Public Comment Opportunity

There was no public comment.

Special Presentation – Angelo DeBernardo

Angelo DeBernardo from Santa Cruz County Bank presented the Foundation with a check for \$5,527 From the CalCPA Attorneys, Bankers and CPA group. Angelo reported that he graduated from Cabrillo 25 years ago and was excited to be able to give back to the college. The donation comes from part of the proceeds of a networking event that the Attorneys, Bankers, CPA's Group (ABC) puts on twice a year. There is currently \$66,000 in the scholarship endowment and they hope to award three scholarships per year.

Special Presentation – Brian Sharpes

Brian Sharpes reviewed the market outlook and explained the reasons that 2018 was a difficult year for investments. He reported that he anticipates a better outlook for next year, but a lot will depend on the outcome of the election. He then reviewed the Cabrillo College Foundation's performance analysis through April 2019 and gave a comparison of the Foundation's performance to other like-size institutions. Between 2009 – 2016, nonprofits averaged 5.8% returns while Cabrillo College Foundation earned 6.6%.

Brian reported that the Finance Committee approved moving a portion of the CCF fixed asset investment portfolio to invest in a CRA Qualified Investment Fund (CRANX) with Community Capital Management. This investment seeks fixed income investments that positively benefit the environment, social initiatives or a geographic area. The investments are in Single-Family Agency MBS, Taxable Municipals, Agency CMBS, ABS, and less than 1% is US Corporate Bonds. The Fund allows investors to designate and geographically target specific counties, while maintaining exposure to the diversified portfolio.

Approve 2/12/2019 Board Meeting Minutes

Motion: MSC: C. Cirillo/ G. Ruder.

The following Board Members voted to approve the minutes of February 12, 2019 with the amendment that on page one of the minutes, “students receive \$3,000 in scholarships” not \$3.000:

Rob Allen, Ed Banks, Claire Biancalana, Owen Brown, Ceil Cirillo, David Heald, Amy Newell, William Ow, June Padilla Ponce, Patty Quillin, Maria Esther Rodriguez, Gun Ruder, Karen Semingson, Kate Terrell, Matt Wetstein, Donna Ziel

The following Board Members abstained:

Kelly Nesheim

The following Board Members were absent:

Alan Aman, Enrique Buelna, Linda Burroughs, Linda Downing, Sue Gochis, Leola Lapidés, Victoria Lewis, Rachael Spencer, Rachel Wedeen, Kathleen Welch

Approve Financial Statements

Owen Brown reported as of March 31, 2019, the total assets were \$35.7M, \$1.6M over prior year. Net assets were \$34.3M, \$1.3M over prior year. The total revenue for unrestricted, non-endowed and endowed funds was \$3.6M. Total expenses were \$2.0M with a net surplus for all funds of \$1.5M. The total operating revenue was \$932K and expenses \$675K. The operating surplus was \$258K.

Motion: MSC: G. Ruder /K. Terrell. The committee voted unanimously to approve the March 31, 2019 Financial Statements.

Approve 2019-20 Operating Budget

Motion: MSC: G. Ruder /D. Heald. The committee voted unanimously to approve the proposed 2019-20 Operating Budget.

Fundraising Goal

E.Hill reported that the Foundation has a fundraising goal of \$3M for outright and unbooked planned gifts for 2019-20 with a stretch goal of \$3.2M.

Motion: MSC: J. Ponce / A. Newell. The committee voted unanimously to approve the 2019-20 Fundraising Goal of \$3M for outright and unbooked planned gifts with a stretch goal of \$3.2M.

Review Nominations Committee Recommendations

The Nominating Committee met on March 11, 2019 to discuss prospective Board members, officers, and Audit Committee members. The goal was to add three to five new members to the Board. The following update shows the Committee's recommendations which have also been recommended by the Executive Committee.

- New Board Members: Pegi Ard, Michele Bassi, Matt Huffaker, Ed Newman, Kristin Wilson
- New Officers: President: Owen Brown
Vice President: Claire Biancalana
Treasurer: Pegi Ard
Secretary: Gun Ruder
Assistant Secretary: Matt Wetstein
Assistant Treasurer: TBD
Past President: William Ow
- College Representatives: President: Matt Wetstein
VP Student Services: Sue Gochis
VP Administrative Services: TBD
VP Instruction: Kathleen Welch
Faculty: Kristin Wilson
Trustee: Rachael Spencer
Trustee: Ed Banks
Trustee: Donna Ziel
- Audit Committee Members: Lee Duffus (Chair), Carrie Birkhofer, David Heald, Barbara Scherer, Norm Schwartz, Karen Semingson

Motion: MSC: C. Cirillo. /A. Newell. The committee voted unanimously to approve the 2019-20 new Board Members, Officers, College Representatives and Audit Committee Members.

Form 990

Eileen Hill presented the CCF 2017 Form 990.

Motion: MSC: J. Ponce/K. Semingson. The committee voted unanimously to accept the 2017 Form 990 as presented.

Cabrillo College President Report

Matt Wetstein reported that bond exploration for 2020 is underway. A firm has been hired and has begun polling the community to get a sense of the best amount to ask for and time of year to present the bond.

Matt reported that the Watsonville campus has been repainted and the football field stadium turf has been replaced and is ready for graduation.

Executive Director Report

Eileen Hill reported that the Foundation has raised \$3,173,962 and \$1,405,000 has been added in unbooked planned gifts.

She reported that the Foundation received a \$25,000 grant for the Dental Hygiene Side by Side project. The Dental Hygiene Side by Side project is teaching oral healthcare to stroke center students and their caregivers.

Disbursements to Cabrillo College and students from July 1, 2018 to March 31, 2019 was \$1,565,923 (\$931,664 as direct scholarships to students).

President's Circle Campaign Update

Ceil Cirillo shared that as of May 13, the committee has surpassed their goal of \$380,000, having raised a total of \$380,697 to date! There are 20 NEW members and 13 rejoining members increased their support this year. Duf and Paul Fischer will join Michele Bassi as co-chairs of the 2019-2020 campaign. President's Circle members had another exciting adventure with Sandy Lydon in early April.

Women's Educational Success

Amy Newell reported that for the 2019-20 academic year, \$80,000 will be awarded in WES grants to students in need, which is the most we've ever awarded! These funds will become available on July 1st. WES funds for the 2018-19 academic year have been spent. We issued grants totaling \$75,000 to students over the last year. The committee will mail the annual appeal at the beginning of August.

Rhonda Bonett and Lindy Bixby are co-chairs for the 2019 WES Campaign and they have been busy helping to solicit luncheon sponsorships for the event this year. The committee has reached their goal for luncheon sponsorship goal of \$24,500. The luncheon will be held on Friday, September 20 at the Horticulture Center

There are 30 WES Committee members this year. The following have recently joined: Lynette Cleland, Corrine Flanagan, Sue Nerton, Carilyn Parham and Kristin Wilson.

Scholarship Committee

Claire Biancalana reported that during the 2017-18 fiscal year, we awarded over \$1 million in scholarships to 1031 students. Recipient selection for the 2018-19 scholarship cycle is currently in progress and will be completed soon. Scholarship recipients will be notified in mid-May by the Financial Aid Office of their awards and will receive instructions on obtaining their scholarship funds, which will be distributed at the beginning of the Fall Semester.

Committee members are Rachael Spencer (Chair), Claire Biancalana, Jess Brown, Ceil Cirillo, Virginia Coe, Linda Downing, Jan Furman, Rich Hart, Adele Miller, Corinne Miller, Julie Thiebaut, Rachel Wedeen and Jill Wilson. The next committee meeting will be held in August and they plan to discuss this year's Scholarship Donor Reception.

Honoring Retiring Board Member

William Ow recognized and thanked Leola Lapidès for serving on the CCF Board.

Presentation to William Ow

Matt Wetstein recognized and thanked William Ow for serving as CCF Board President.

Committee Calendar

William Ow reviewed the committee calendar highlighting the upcoming dates:

- American Dream Scholarship Ceremony on May 21

Adjournment

The meeting was adjourned at 1:28 pm

Respectfully submitted,

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

Eileen Hill, Executive Director

2019-20 BOARD MEETINGS:

Tuesdays, 12:00 pm – 2:00 pm

Sesnon House, Room 1804

September 10, 2019

November 12, 2019

February 11, 2020

May 12, 2020 (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 | P | P |
| Alan Aman | P | P | A | A |
| Ed Banks | N/A | N/A | P | P |
| Claire Biancalana | A | P | P | P |
| Owen Brown | P | P | P | P |
| Enrique Buelna | A | A | A | A |
| Linda Burroughs | A | P | P | A |
| Ceil Cirillo | P | P | P | P |
| Linda Downing | A | A | A | A |
| Sue Gochis | P | P | P | A |
| David Heald | P | A | P | P |
| Leola Lapides | P | P | P | A |
| Victoria Lewis | P | P | A | A |
| Kelly Nesheim | P | P | A | P |
| Amy Newell | P | P | P | P |
| William Ow | P | P | P | P |
| June Padilla Ponce | P | P | P | P |
| Patty Quillin | A | P | P | P |
| Gary Reece | P | P | N/A | N/A |
| Maria Esther Rodriguez | P | A | P | P |
| Gun Ruder | P | P | P | P |
| Karen Semington | P | P | P | P |
| Rachael Spencer | P | A | A | A |
| Kate Terrell | P | P | P | P |
| Rachel Wedeen | A | P | P | A |
| Kathleen Welch | A | A | P | A |
| Matt Wetstein | P | P | P | P |
| Donna Ziel | P | P | 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
2019-20 Director's Professional Affiliations**

Officers

Owen Brown, CCF President, Community Volunteer
Claire Biancalana, CCF Vice President, Community Volunteer
Pegi Ard, CCF Treasurer, Community Volunteer
Gun Ruder, CCF Secretary, President, S. Martinelli & Company

Community Representatives

Rob Allen, Partner, Allen, Allen and Caroselli, Ltd.
Michele Bassi, Senior Vice President Production Team Manager, Lighthouse Bank
Linda Burroughs, Owner/Broker, Linda Burroughs Real Estate
Ceil Cirillo, Community Volunteer
Linda Downing, Community Volunteer
David Heald, President, Santa Cruz County Bank
Matt Huffaker, City Manager, City of Watsonville
Kelly Nesheim, Community Volunteer
Amy Newell, Community Volunteer
Ed Newman, Attorney, Newman & Marcus
William Ow, Owner/Broker, Ow Properties
June Padilla Ponce, Human Resource Manager, Sun Valley Berries, LLC
Patty Quillin, Community Volunteer
Maria Esther Rodriguez, Assistant Director of Public Works & Utilities, City of Watsonville, CA
Karen Semington, Partner, Hutchinson and Bloodgood LLP
Kate Terrell, Community Volunteer
Rachel Wedeen, Executive Director, Wedeen Hammer Group, Morgan Stanley

College Trustee Representatives

Ed Banks, Community Volunteer
Rachael Spencer, Community Volunteer
Donna Ziel, Community Volunteer

College Staff Representatives

Matt Wetstein, President, Cabrillo College
Kathleen Welch, Vice President of Instruction, Cabrillo College
Sue Gochis, Vice President, Student Services, Cabrillo College
Bradley Olin, Vice President, Administrative Services, Cabrillo College
Kristin Wilson, Department Chair, Anthropology; Women and Gender Studies Instructor, Cabrillo College

New Board Members



Pegi Ard - In 2010 Pegi Ard retired from Cabrillo College as the Vice President of Business Services after serving in the California Community College system for 39 years. Prior to her retirement, she also served as the President of the Association of the California Community Colleges Chief Business Officials (CCCCBO) for four years as well as many years as a regional representative. Pegi also worked with the CCCCBO as a facilitator and presenter for the ACBO Training Institutes developed to support and train new and aspiring CBOs. She is also a board member and Chair of the South County Committee for the Santa Cruz Symphony and a member of the Cabrillo College Foundation Finance and Audit committees. Pegi has served on the Women's Educational Success Committee and is currently serving on the Audit and Finance Committees. She has been a President's Circle member since 1996.



Michele Bassi - Michele has been Senior Vice President and Production Group Manager at Lighthouse Bank since February 2018. Ms. Bassi served as Vice President of Business Development - Lending Department and Relationship Manager of Lending Department at Lighthouse Bank Santa Cruz California. Prior to Lighthouse, She was with Wells Fargo for 22 years & held a variety of positions including Branch Manager, Marketing & Foundation Support Officer, & Vice President/Business Development Officer. Michele was recently named Woman of the Year by the Aptos Chamber of Commerce. Her community involvement includes: Founding Board Member and Past President of Digital NEST, Board Member of Second Harvest Food Bank, Co-Chair of Cabrillo College Foundation's President's Circle, Board Member of the Santa Cruz County Fairgrounds Foundation, Founding Friend of Meals on Wheels, Past Co-Chair of Women's Education Success (Cabrillo College Foundation), Board Member of Capitola/Aptos Rotary (past Treasurer and

current President - Elect), Ambassador for the Santa Cruz Chamber of Commerce, Chair for Major Fundraising events for Capitola/Aptos Rotary Club, Graduate of Focus Ag., Family Service Agency Past Board President, and many more.



Matt Huffaker – Matt Huffaker is an experienced local government professional, currently serving as the City Manager for the City of Watsonville, and previously as the Deputy City Manager for the City of Walnut Creek. He is an action oriented leader, with a passion for building community partnerships and championing positive system change. Matt has extensive experience in economic development, strategic planning, labor relations, organizational development and building community partnerships.

Matt has a Bachelor's Degree in Political Science from Point Loma Nazarene University in San Diego, a Master's in Public Administration from CSU East Bay, and is a graduate of UC Berkeley's Executive Seminar leadership development program. He is a member of the Rotary Club of Watsonville and has served on numerous boards, including Second Harvest Food Bank and Monterey Bay Community Power, and Monterey Bay Economic Partnership (MBEP). Matt is the father to three young children and enjoys spending weekend's exploring all the great parks and outdoor recreation activities throughout Santa Cruz County.



Ed Newman— Ed is real estate lawyer by trade, now semi-retired. Educated at Cornell and Stanford, he arrived in Capitola from the Bay Area in 1973. His two daughters are employed respectively as a first-grade teacher in Santa Rosa and a tech senior manager in San Francisco. Ed is currently engaged to Leslie Christie, who has two degrees from Cabrillo, and is working as a nurse practitioner at PAMF. Ed has been on the Board of Friends of Santa Cruz State Parks for about 10 years and expects to join the Hospice of Santa Cruz Board this year. He has served as a Capitola Planning Commissioner for 14 years, and continuing. He was on the Pasatiempo Golf Club Board for 8 years and president for 6, during which time the historic MacKenzie course was completely restored. Before that, he led a group that purchased and restored the Bayview Hotel, and more recently, he purchased and upgraded the historic Leonard Building in Santa Cruz.



Bradley Olin – Bradley has been hired as Cabrillo's Vice President of Administrative Services. Before joining Cabrillo College, he served as Interim Associate Vice president for Academic Budgets and Planning at San Jose State University. Before his stint at San Jose State he worked for 5 years in the CSU Chancellor's Office as a system-wide budget officer and also worked for the City of Watsonville in the planning department. Bradley has a BA in Latin American Studies and Spanish from Cornell College, a Master's degree in Public Administration from USC, and an Ed.D. from Long Beach State University. Bradley lives in Santa Cruz with his wife and two daughters, age 6 and 9.



Kristin Wilson – Kristin is the Department Chair, Anthropology; Women and Gender Studies Instructor at Cabrillo College. She has been with Cabrillo College since 1999. Kristin received a Ph.D. in Sociology from Georgia State University, a master's degree in Anthropology from University of South Carolina and a bachelor's degree in Anthropology from Georgia Southern University. She has published two books in anthropology/sociology/women's studies. Kristen got her start in the study of human remains where she looked at gender differences and violence in the prehistoric past and among enslaved African Americans. She pivoted to the study of living groups of people because she hoped to contribute more immediately to the aims of social justice. Kristin is currently Chair, Family Division, Society for the Study of Social Problems and Faculty Lead, "Gender Across Curriculum" Grant Proposal, Cabrillo College and University of California-Santa Cruz.

Cabrillo College Foundation Board Member Responsibilities

1. Cabrillo College Foundation Directors are valuable contributors to the workings of the Board and the Foundation. Each is expected to become familiar with Foundation's goals, structure, and bylaws.
2. Directors are expected to attend quarterly board meetings in September, November, February, and May. Meetings begin at 12:00 noon in Sesnon House; luncheon is served. All Directors are expected to pay for the cost of quarterly meeting luncheons. The cost is \$85 annually.
3. Directors participate on at least one of the following committees:

| | |
|--|---------------------------------------|
| Audit Committee | Faculty Grants Committee |
| Executive Committee | Nominating Committee |
| Finance and Investments Committee | President's Circle Committee |
| Cabrillo Advancement Program (CAP) Committee | Scholarship Committee |
| | Women's Educational Success Committee |
4. Each Director is expected to personally contribute annually to the Foundation in an amount appropriate to the individual's financial circumstances. Directors are encouraged to join the President's Circle.
5. Because the purpose of the Foundation is to increase financial support to the college, Directors are expected to actively participate in raising funds through personal contributions, identification of donors, and solicitation of prospects. Staff assists with these activities.
6. Directors are encouraged to become members of the Heritage Club. The Heritage Club, a program of the Cabrillo College Foundation, honors those who have remembered Cabrillo College in their will or trust.
7. Directors are expected to communicate the Foundation's message to associates in the community.
8. Directors are expected to review minutes and related documents prior to each designated meeting.
9. Directors are advised to handle situations involving a conflict of interest with discretion and integrity.
10. Directors are expected to understand and follow Brown Act regulations.
11. Directors may serve a maximum of seven years including the initial year and two three-year terms. Presidents may serve an additional year as Past President. Directors that are college representatives serve renewable three year terms.

Cabrillo College Foundation Board
2019-20 Terms of Office
Effective July 1, 2019

| | Name | Community Director/ College Representative | Current Term | Current Term Expires June 30 | Final Term Expires June 30 |
|-------------------------|------------------------|---|--------------|---------------------------------|-------------------------------|
| 1 | Linda Downing | Community Director | 2nd | 2020 | 2020 |
| 2 | William Ow | Community Director | PP | 2020 | 2020 |
| 3 | Claire Biancalana | Community Director | 2nd | 2021 | 2021 |
| 4 | Owen Brown | Community Director | 2nd | 2021 | 2021 |
| 5 | Linda Burroughs | Community Director | 2nd | 2021 | 2021 |
| 6 | David Heald | Community Director | 2nd | 2021 | 2021 |
| 7 | June Padilla Ponce | Community Director | 2nd | 2021 | 2021 |
| 8 | Ceil Cirillo | Community Director | 2nd | 2022 | 2022 |
| 9 | Kelly Nesheim | Community Director | 2nd | 2022 | 2022 |
| 10 | Patty Quillin | Community Director | 2nd | 2020 | 2023 |
| 11 | Maria Esther Rodriguez | Community Director | 2nd | 2020 | 2023 |
| 12 | Gun Ruder | Community Director | 2nd | 2020 | 2023 |
| 13 | Amy Newell | Community Director | 1st | 2021 | 2024 |
| 14 | Kate Terrell | Community Director | 1st | 2021 | 2024 |
| 15 | Rob Allen | Community Director | 1st | 2022 | 2025 |
| 16 | Karen Semingson | Community Director | 1st | 2022 | 2025 |
| 17 | Rachel Wedeen | Community Director | 1st | 2022 | 2025 |
| 18 | Pegi Ard | Community Director | initial | 2020 | 2026 |
| 19 | Michele Bassi | Community Director | initial | 2020 | 2026 |
| 20 | Matt Huffaker | Community Director | initial | 2020 | 2026 |
| 21 | Ed Newman | Community Director | initial | 2020 | 2026 |
| College Representatives | | | | | |
| 22 | Matt Wetstein | President | N/A | N/A | N/A |
| 23 | Sue Gochis | Vice President | N/A | N/A | N/A |
| 24 | Bradley Olin | Vice President | N/A | N/A | N/A |
| 25 | Kathleen Welch | Vice President | N/A | N/A | N/A |
| 26 | Kristin Wilson | Faculty | initial | 2022 | N/A |
| 27 | Ed Banks | Trustee | 1st | 2020 | N/A |
| 28 | Rachael Spencer | Trustee | 2nd | 2021 | N/A |
| 29 | Donna Ziel | Trustee | 1st | 2020 | N/A |

Board nominates and approves all members. Initial appointments are one-year term. Subsequent appointments are three-year terms. Community Directors may serve a maximum of seven years. Past Presidents serve additional bonus year beyond regular term limit. All appointments end June 30, of expiration year.

Eight (8) of the Directors shall be representatives of Cabrillo College, at least one (1) of whom shall be a full-time faculty member of Cabrillo College. The College's Superintendent/President, three (3) Vice Presidents, and three (3) College Trustees will be selected to serve on the Foundation Board.

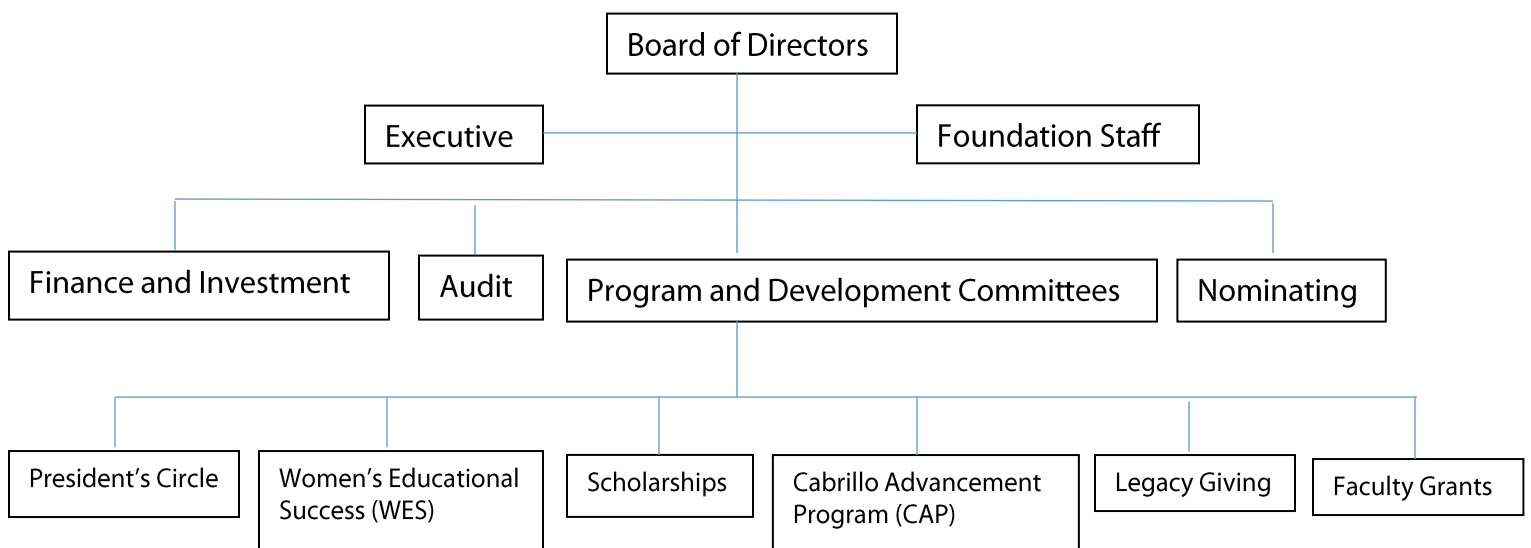
Cabrillo College Representatives shall hold office for three (3) years, except in the event of an earlier termination of any such Director's status as a representative of the College. In that event, such a Director's term of office shall end at the same time as that Director ceases to be a College representative. There is no limit on the number of consecutive three-year terms a Director who is a representative of Cabrillo College may serve.

Cabrillo College Foundation Background and Mission

The Cabrillo College Foundation is a nonprofit organization established in 1962 to raise private donations for the support of Cabrillo programs. Private support is used for student scholarships, research and educational programs, faculty and departmental support, facilities, and equipment. Local citizens, college staff, faculty and Cabrillo trustees serve on the 29-member foundation board, representing all geographic areas of Santa Cruz County.

The Cabrillo College Foundation's mission is to operate for the advancement of education; to solicit and raise money for scholarships, facilities, equipment, research and education projects; to improve faculty teaching competence; to provide departmental support; and to otherwise provide aid supplementary to public tax dollars for the support and benefit of Cabrillo College.

CABRILLO COLLEGE FOUNDATION ORGANIZATIONAL CHART



Board of Trustees Report, August 5, 2019

Matt Wetstein

June and July flew by in a whirl. Right after the June board meeting I went on vacation for 2.5 weeks. Cindy and I did a great tour of Portugal and Spain, including visits to Lisbon, Salema, Seville, Granada, Valencia, Mallorca, and the Costa Brava. We came back rested, relaxed and recharged...and with a great appreciation or the seafood of Spain and Portugal.

HIGHLIGHTS OF RECENT VISITS/TOURS

A couple of highlights from July included a visit to Common Roots Farm with Trustee Rachael Spencer, and a visit with new UCSC Chancellor Dr. Cindy Larive. The Common Roots Farm features a Cabrillo Ag-Tech program graduate, Natalie Markovics, who is helping them establish a hydroponics program in their greenhouse (see the photo on the left). Natalie is a true Cabrillo success story. Dr. Larive spent time touring the Cabrillo campus with me and met with some of the administrators and program directors. The photo on the right features the two of us making a stop near the VAPA Complex.



SCFF FUNDING ANALYSIS & ADVOCACY

Analysis of the SCFF data for various districts throughout the state shows that at Second Period Apportionment for 2018-19 (P2), the number of districts in Hold Harmless status (COLA funding only) grew to 26 (up from just over a dozen in June of 2018). A handful of these districts are so-called “basic aid” districts that are not really impacted by the SCFF because of their large property tax revenues. Even so, a surprising number of districts are now Hold Harmless or very near the Hold Harmless threshold of SCFF calculations. Included among the “close to the COLA edge” districts are Lake Tahoe and San Diego

(0.2 and 0.9 percent above the Hold Harmless COLA respectively). Depending on spring 2018 success data, they are very likely to become HH COLA districts in the coming budget cycle.

On the advocacy front, I appreciate the internal support for the proposed 5% SCFF Improvement Fund. I know that many Cabrillo individuals wrote to the Chancellor's Office advocating for the proposal. I also know that at least one CEO system-wide offered their support.

In the table below are some of the events and activities I have been involved with over the last month (since July 1, 2019).

| College Events, Meetings and Visits | Community Events and Visits |
|---|--|
| Breakfast with Christina Cuevas, 7/8 | Phone call with Patrick McCallum, Lobbyist, 7/1 |
| Emergency Preparedness Meeting, 7/9 | Meeting with Teresa Tomae, 7/3 |
| Phone Call with Faris Sabbah, Bldg. 900, 7/11 | Meeting with Tom Wilson/Kerri Johnson, 7/8 |
| Bond Re-Funding Conference Call, 7/16 | Tour of Common Roots Farm, 7/9 |
| Student Services Council, 7/17 | Web Meeting: Watsonville Comm. Hospital, 7/9 |
| Coffee with student Steve Enriquez, 7/19 | UC Davis Wheelhouse Fellows Reunion, 7/10-11 |
| Dinner with Angela Hoyt, 7/19 | Conference call with TbWB re: Bond, 7/12 |
| Board of Trustees Retreat, 7/22 | Presidents Circle Summer Musical Beehive, 7/12 |
| OEI Project Phone Call, 7/23 | Tour of Watsonville Ctr. Assemblyman Rivas, 7/16 |
| CCEU Meeting on ICE Raids, 7/23 | Aptos/Capitola Rotary, 7/18 |
| Hazard Mitigation Planning Meeting, 7/24 | All County Chamber Event, Ag History Ctr., 7/18 |
| Cabrillo Tour with UCSC Chancellor, 7/24 | KSCO Radio Interview, 7/18 |
| Sandy Lydon, planning for Flex Day, 7/25 | Second Harvest Food Bank Meeting, 7/23 |
| Meeting with student Richard Lewis, 7/30 | Phone call Tara Sutton of MS State, 7/24 |
| Meeting with Christina Cuevas, 7/30 | Lunch with UCSC Chancellor Cindy Larive, 7/24 |
| Financial Aid & Audit Meeting, 7/31 | Aptos/Capitola Rotary, 7/25 |
| Coffee with Tamara McKinnon, 7/31 | SC Chamber of Commerce Board Meeting, 7/26 |
| Meeting re: FTES Projections & Budget, 7/31 | Lunch with Marshall Delk of SC Bank, 7/30 |
| Student Welcome Video filming, 7/31 | Aptos/Capitola Rotary, 8/1 |
| Accreditation Planning for FPPO, 8/1 | Coffee with Margarita Carillo, 8/1 |
| Student Trustee Madison Raasch, 8/1 | Phone call Eric Middlestead, 8/2 |
| Meeting with Donna Ziel, 8/2 | Phone call Lon Yuan at system office, 8/2 |
| Lunch with Dan Rothwell, 8/2 | Conference Call with Las Positas College, 8/2 |
| | Trina White Ice Cream Social (PAMF), 8/2 |

Executive Director Report: September 2019

Administration

- 2018-19 Audit
- Scholarship Administration
- Development Assistant hiring and training
- 2018-19 Final Reporting
 - Raised \$3,688,791 in outright gifts, which includes \$1,308,142 in endowed permanent support
 - \$1,405,000 in unbooked legacy gifts
 - 100% Board member giving
 - Ranked #8 for total fundraising and #6 in total net assets in the state for California Community College Foundations
 - Added Branciforte Middle School to the Cabrillo Advancement Program (CAP)
 - Launched Cabrillo's new Ag Tech degree
 - Put \$1M in the hands of students through our scholarships, including starting a new First Generation College student scholarship and American Dream 2nd year scholarship



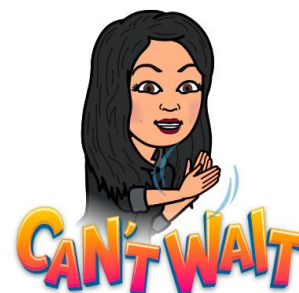
Fundraising

- President's Circle: \$47,888 raised; first committee meeting is September 18
- Women's Educational Success: \$88,416 raised, invitations to WES Luncheon have been mailed, \$80,000 to award this year
- Scholarships: fundraising for existing and new scholarships is ongoing
- Monterey Peninsula Foundation \$200K proposal for Cabrillo website redesign
- Davidson Family Foundation \$25K for Professional Identity activities for Cabrillo female engineering students



Upcoming Events

- Women's Educational Success Luncheon: September 20, 11:30 – 1:30 pm, Horticulture Center
- Scholarship Donor Reception: October 24, 4:00 – 6:00 pm, Sesnon House
- Cabrillo College 60th Anniversary Event: November 3, 3:00 – 5:00 pm, Watsonville Center
- Board of Directors Meeting: November 12, 12:00 – 2:00 pm, Sesnon House
- President's Circle New Prospects Reception, December 4, 5:30 – 7:30 pm, Shadowbrook



Cabrillo College FOUNDATION

MEMORANDUM

Date: September 4, 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 with a stretch goal of \$3.2M. 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 and sustainability of the Foundation.

Total fundraising for 2018-19 was \$5,093,791 raised in outright and unbooked planned gifts from 2,509 donors. We exceeded the \$760,000 target for endowed gifts with \$1,308,142 raised for the endowment.

| Amount Raised 7/1/18 - 6/30/19 | 2018-19 Target | |
|-----------------------------------|--------------------|---|
| ANNUAL APPEALS | | |
| \$387,697 | \$380,000 | President's Circle |
| \$73,886 | \$50,000 | Annual Fund |
| \$197,509 | \$170,000 | Women's Educational Success |
| \$406,123 | \$100,000 | Cabrillo Advancement Program (Endowed) |
| \$503,095 | \$500,000 | Scholarships (Endowed) |
| \$1,006,704 | \$250,000 | Scholarships (Nonendowed) |
| SPECIAL INITIATIVES | | |
| \$42,540 | \$50,000 | Cabrillo Stage |
| \$44,025 | \$50,000 | Stroke Center |
| \$130,269 | \$400,000 | Stadium Turf |
| \$2,000 | \$10,000 | Cabrillo Youth Chorus |
| \$759,943 | \$390,000 | Additional support for campus departments (Athletics, Dental Hygiene, Children's Center, Engineering, etc.) |
| \$135,000 | \$150,000 | Donor directed interests (Math faculty professional development, Makerspace Internships, Student Research, SBDC, Baskin Girls in Engineering) |
| \$1,405,000 | \$500,000 | Unbooked Planned Gifts |
| \$5,093,791 | \$3,000,000 | TOTAL |

OFFICERS

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Owen Brown

VICE PRESIDENT

Claire Biancalana

SECRETARY

Gun Ruder

CHIEF FINANCIAL OFFICER

Pegi Ard

PAST PRESIDENT

William Ow

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Linda Burroughs

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Linda Downing

David Heald

Matt Huffaker

Kelly Nesheim

Amy Newell

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Maria Esther Rodriguez

Karen Semingson

Kate Terrell

Rachel Wedeen

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Donna Ziel

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President

Sue Gochis

VP Student Services

Kathleen Welch

VP Instruction

Kristin Wilson

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

Cabrillo College FOUNDATION

DATE: September 4, 2019

OFFICERS

TO: Board of Directors

PRESIDENT

Owen Brown

FROM: Eileen Hill

VICE PRESIDENT

Claire Biancalana

SECRETARY

Gun Ruder

July 1, 2018 to June 30, 2019

2018-19 Outright Gifts Fundraising Total \$ 3,688,791

2018-19 Unbooked Revocable Planned Gifts \$ 1,405,000

Total \$5,093,791

CHIEF FINANCIAL OFFICER

Pegi Ard

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

Recorded Gifts 07-01-18 to 06-30-19:

PAST PRESIDENT

William Ow

The Richard & Mary Solari Charitable Trust (Scholarship & President's Circle) \$ 355,000

Anonymous (Cabrillo Advancement Program) \$ 350,000

Anonymous (Scholarship) \$ 315,000

SD Trombetta Foundation (ECE, Peace Library & Scholarships) \$ 200,000

Anonymous (Guardian Scholars) \$ 200,000

Anne Mitchell Estate (Scholarship) \$ 170,506

Lee Garner (Scholarship) \$ 150,000

Anonymous (Stadium Turf & Emergency Mini-grants) \$ 134,000

The Grove Foundation (Scholarship) \$ 110,000

Brian & Patti Herman (WES & Scholarship) \$ 67,250

Joan Griffiths (Griffiths ACE, Griffiths Nursing, Stroke Center, WES, Griffiths S4C, & President's Circle) \$ 59,729

Ow Family Properties (Scholarship) \$ 57,500

Kathryn Shephard (Scholarship) \$ 43,300

The Peggy & Jack Baskin Foundation (WES & Girls in Engineering) \$ 35,000

John Fry (Football) \$ 30,000

Community Initiatives (ACE) \$ 26,696

ADEAGies Foundation (Dental Hygiene) \$ 25,000

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

Rick & Ruth Moe (President's Circle, Student Research & WES) \$ 15,600

Claire Witherspoon and Jim Engelman (Scholarship & Cabrillo Stage) \$ 15,354

Esther & Jerry Levandoski (President's Circle & CAP) \$ 14,214

Bill & Joan Rentz (Scholarship, Music & Chorus) \$ 12,250

Foundation for California Community Colleges (Scholarship) \$ 12,100

Kevin & Barbara Monahan (Scholarship) \$ 12,079

Rae Victor (Scholarship) \$ 12,000

Gifts under \$12,000 (2,478 of 2,510 total donors) \$ 1,117,169

Total Secured Gifts **\$ 3,688,791**

Total Unbooked Revocable Planned Gifts \$ 1,405,000

TOTAL \$ 5,093,791

COMMUNITY REPRESENTATIVES

Rob Allen

Michele Bassi

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Matt Huffaker

Kelly Nesheim

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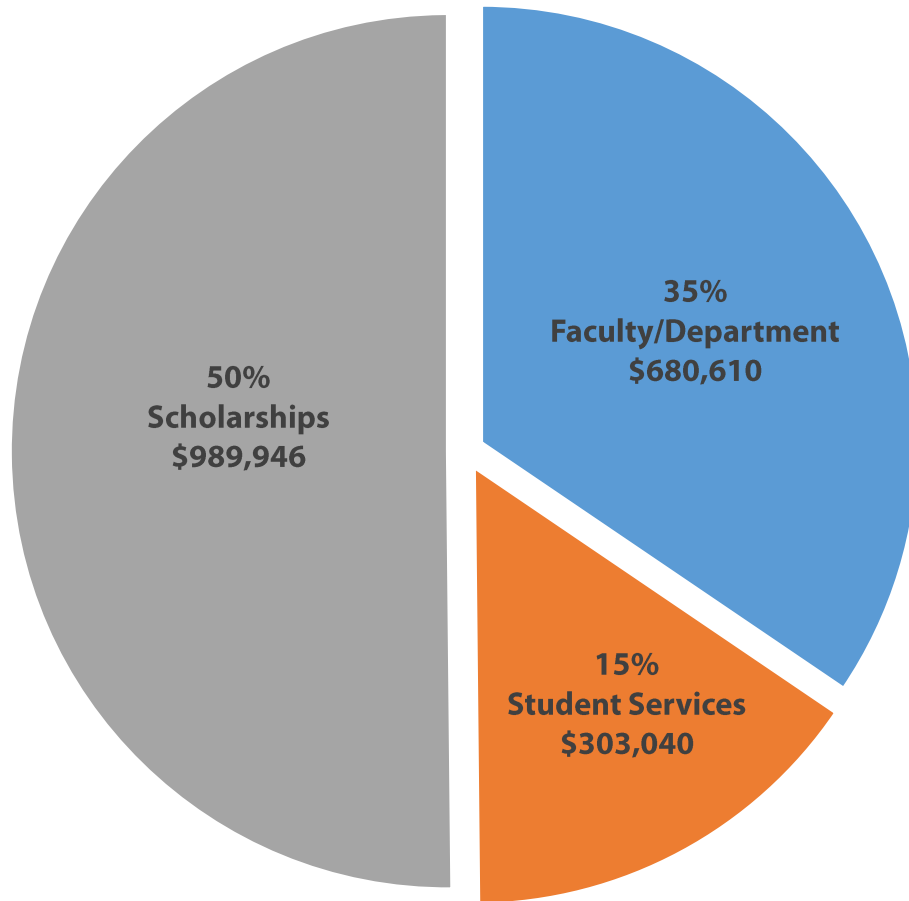
EXECUTIVE DIRECTOR

Eileen Hill

Notes: 1. For 2018-19, the Cabrillo College Foundation has been notified of two planned gifts and an increase to the amount of another.
2. The cumulative unbooked revocable planned gifts total is \$25,250,000.

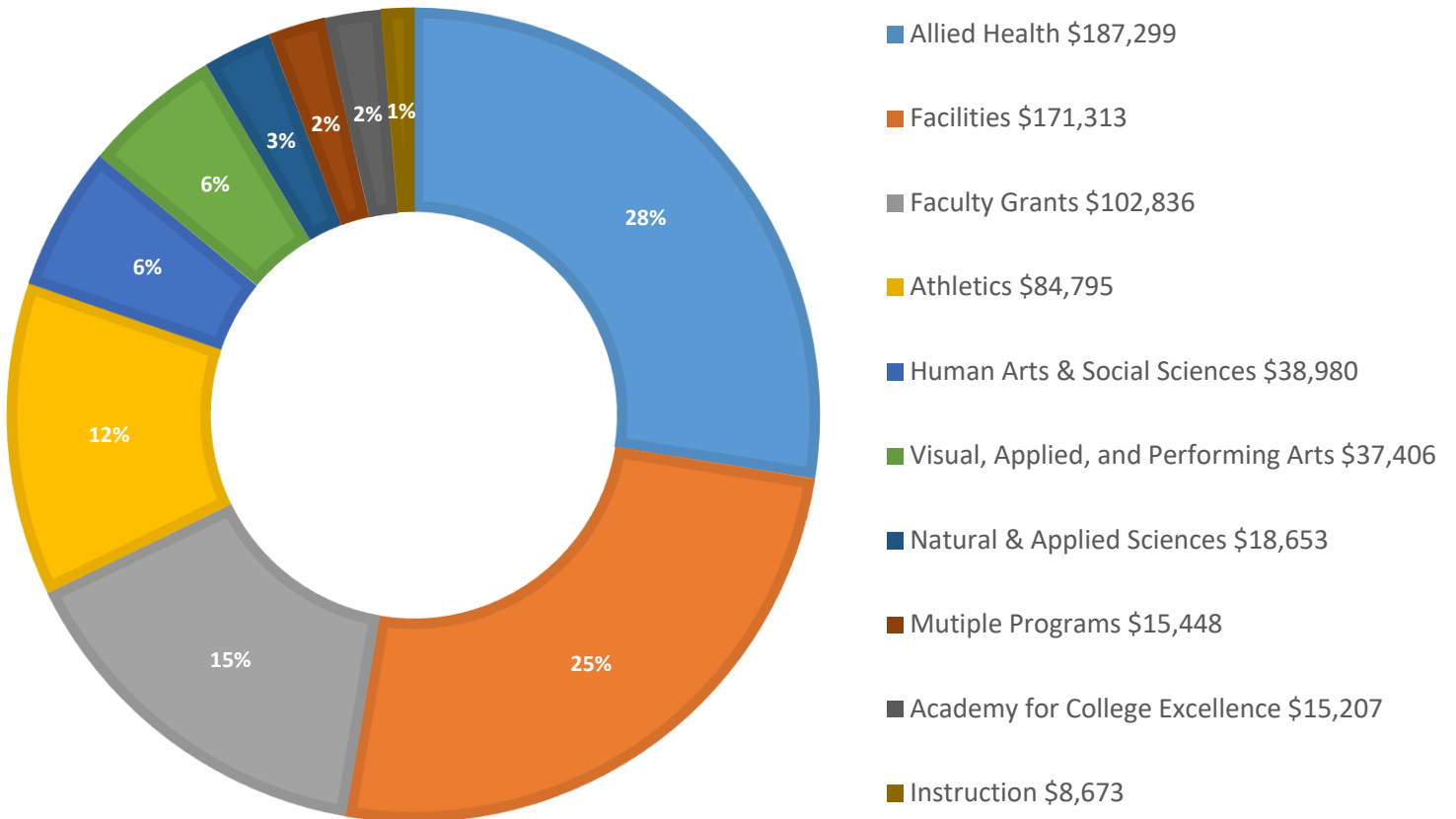
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**Cabrillo College Foundation
Disbursement to Cabrillo College and Students
July 1, 2018 to June 30, 2019
\$1,973,596**

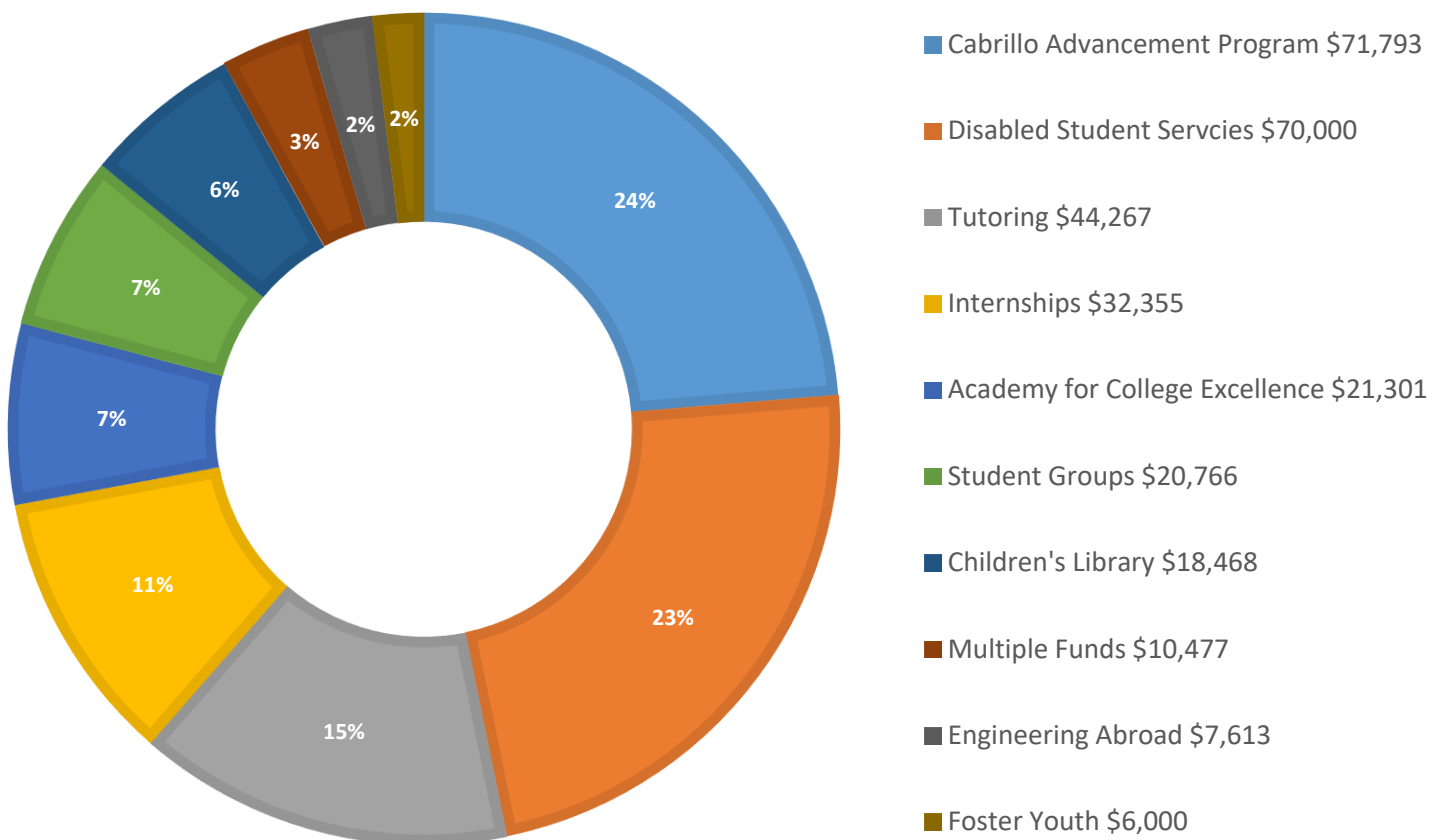


| | | |
|--|--------------|--------------------|
| Faculty/Department Support (Faculty Grants, Allied Health, Athletics) | 35% | \$680,610 |
| Student Support Services (Disabled Student services, Internships, CAP, Tutoring) | 15% | \$303,040 |
| Scholarships (Direct support to students) | 50% | \$989,946 |
| | TOTAL | \$1,973,596 |

2018-19 FACULTY AND DEPARTMENT SUPPORT \$680,610



2018-19 STUDENT SUPPORT SERVICES \$303,040



Cabrillo College FOUNDATION

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Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

Date: September 4, 2019
To: Board of Directors
From: Eileen Hill
Subject: 2019-20 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 and sustainability of the Foundation.

| Amount Raised 7/1/19 - 9/2/19 | 2019- 20 Target | |
|----------------------------------|--------------------|---|
| \$34,851 | \$385,000 | President's Circle |
| \$0 | \$50,000 | Annual Fund |
| \$54,609 | \$175,000 | Women's Educational Success |
| \$0 | \$375,000 | Cabrillo Advancement Program (Endowed) |
| \$15,625 | \$500,000 | Scholarships (Endowed) |
| \$17,160 | \$250,000 | Scholarships (Nonendowed) |
| \$4,425 | \$365,000 | Faculty/Department Support (Faculty Grants, Allied Health, Athletics, VAPA, etc.) |
| \$0 | \$150,000 | Student Support Services (Disabled student services, internships, tutoring, etc.) |
| \$0 | \$250,000 | Donor directed interests |
| \$0 | \$500,000 | Unbooked Planned Gifts |
| \$126,670 | \$3,000,000 | TOTAL |

Cabrillo College FOUNDATION

DATE: September 4, 2019

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VP Instruction

Kristin Wilson

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

TO: Board of Directors Committee

FROM: Eileen Hill

July 1, 2019 to September 2, 2019

2019-20 Outright Gifts Fundraising Total \$ 126,670

2019-20 Unbooked Revocable Planned Gifts \$ 0

Total \$ 126,670

2019-20 Fundraising Goal for Outright and Unbooked Revocable Planned Gifts \$ 3,000,000

Recorded Gifts 07-01-19 to 09-02-19:

The Peggy & Jack Baskin Foundation (WES) \$ 10,000

Thomas Sourisseau (President's Circle) \$ 10,000

Rachael Spencer & Kevin Rooney (President's Circle, WES & Scholarship) \$ 10,000

Jill & Dick Wilson (Scholarship) \$ 10,000

Harry & Mary Blanchard (WES, President's Circle & Cabrillo Stage) \$ 6,000

Janet Heien (WES) \$ 6,000

Foundation for California Community Colleges (Scholarship) \$ 5,400

East Bay Community Foundation (Scholarship) \$ 5,000

Carolyn Parham (WES) \$ 3,000

Ian Wendt (Scholarship) \$ 3,000

W. Todd & Corinne Wipke (President's Circle & WES) \$ 2,750

Phillip & Robin Adkins (President's Circle) \$ 2,500

Mark Cowell (Engineering) \$ 2,500

Robert Edwards & Julie Olsen Edwards (Scholarship) \$ 2,000

Harold & Dorothy Hyde (President's Circle) \$ 2,000

Eileen & Dave Hill (President's Circle, WES & CAP) \$ 1,860

Michael & Toby Alexander (President's Circle, WES) \$ 1,603

John & Linda Burroughs (President's Circle) \$ 1,500

George & Diane Koenig (President's Circle) \$ 1,008

Shannon & Tom Brady (President's Circle) \$ 1,000

Kathryn Shephard (President's Circle) \$ 1,000

Pamela Davis (WES) \$ 1,000

Kristin Fabos & Rye Livingston (President's Circle) \$ 1,000

Kent & Marie Imai (President's Circle) \$ 1,000

Randy Repass & Sally-Christine Rodgers (President's Circle) \$ 1,000

Lela & Don Willet (WES) \$ 1,000

JW Data, LLC (Athletics) \$ 766

Falcon Trading Company, Inc (Baseball) \$ 750

Rotary Club of Santa Cruz (Stroke Center) \$ 675

Brown's Underground Septic Construction (Football) \$ 650

Volunteer Centers of Santa Cruz County (Stroke Center) \$ 638

William & Jill Harmon (Stroke Center) \$ 600

Edna Elkins (WES) \$ 590

Pamela Goodman (WES) \$ 550

Gifts under \$500.00 (250 of 284 total donors) \$ 28,330

Total Secured Gifts **\$ 126,670**

Total Unbooked Revocable Planned Gifts \$ 0

TOTAL \$ 126,670

Notes: 1. The cumulative unbooked revocable planned gifts total is \$25,250,000.

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CABRILLO COLLEGE FOUNDATION
June 30, 2019 Pre-Audit Condensed Narrative
Updated August 20, 2019

(1) Balance Sheet

- **Total Assets:**
Total assets of \$36.5M are \$1.7M over prior year due to increased cash and investment balances.
- **Receivables:**
Total pledges receivable are \$81K more than prior year. This is the net pledge activity between receiving a \$300,000 pledge (award is \$100,000 per year for three years) to First Generation College Student Scholarships and collecting pledge payments from pledges made in prior years.
- **Liabilities:**
Total Liabilities of \$2.6M are \$568K over prior year. There was \$187K more in scholarships awarded, \$195K in additional CAP scholarships and \$172K higher in outstanding accounts payable to Cabrillo College.
- **Net Assets:**
Total net assets of \$34M are \$1.1M over prior year.

(2) Income Statement

- **Revenue:**
Earned income as of June 30, 2019 is \$1.5M compared to the prior year balance of \$2.7M due to lower investment income earned. Contributed income of \$3.7M is \$606K lower than prior year contributions. Last year, we received the \$1.2M bequest from the estate of Evelyn Pelz.
- **Expenses:**
Total Expenses of \$4.1M are \$367K over prior year. Salary expense was lower as well and payroll taxes and benefits were lower due to two job vacancies for part of the year. Program expenses were \$165K higher than prior year and Scholarships \$310K higher than prior year.
- **Surplus/Deficit:**
As of June 30, 2019, the Cabrillo College Foundation has a \$1.1M surplus compared to prior year surplus of \$3.3M.

(3) Operational Budget to Actual

- **Revenue:**

Operating revenue of \$1.2M is \$144K favorable vs budget. Earned income was \$93K favorable due to larger than projected interest and dividend income and endowment management fees. Contributed income was \$51K favorable. Both President's Circle and Annual fund exceeded their goals for 2018-19.

- **Expenses:**

Operating expenses of \$905K are \$61K favorable vs projection primarily due to lower salaries and payroll taxes and benefits due to vacancies in two positions during the year.

- **Surplus/Deficit:**

The operating fund surplus is \$249,689 prior to audit. This number will be updated when the annual adjustments for the CalPERS liability and the Retiree Medical Insurance liability are calculated during the course of the audit. Any surplus will be allocated to the Operating Reserve account to fulfill the goal of having 6 months of operating reserve. We have \$344,015 in reserve pre-audit as of June 30, 2019. This is 70% of our 19-20 operating reserve goal of \$489,805.

(4) Investment Report – June 30, 2019

- Our return on investments for the MS Long-Term Pool fiscal year to date as of June 30, 2019 (12 months) is as follows:

| | |
|-------------------|--------|
| Actual Return: | 2.44% |
| Benchmark Return: | 3.47% |
| Difference: | -1.03% |

- Our return on investments for the MS ESG Long-Term Pool fiscal year to date as of June 30, 2019 (12 months) is as follows:

| | |
|-------------------|-------|
| Actual Return: | 7.05% |
| Benchmark Return: | 7.01% |
| Difference: | .04% |

- Our return on investments for the MS Title V Pool fiscal year to date as of June 30, 2019 (12 months) is as follows:

| | |
|-------------------|--------|
| Actual Return: | 5.43% |
| Benchmark Return: | 6.69% |
| Difference: | -1.26% |

- Our return on investments for the MS Title III Pool fiscal year to date as of June 30, 2019 (12 months) is as follows:

| | |
|-------------------|--------|
| Actual Return: | 5.15% |
| Benchmark Return: | 6.41% |
| Difference: | -1.26% |
- Our return on investments for the MS Intermediate-Term Pool year to date as of June 30, 2019 (12 months) is as follows:

| | |
|-------------------|-------|
| Actual Return: | 2.80% |
| Benchmark Return: | 2.71% |
| Difference: | 0.09% |
- Our return on investments for the MS Short-Term Pool fiscal year to date as of June 30, 2019 (12 months) is as follows:

| | |
|-------------------|--------|
| Actual Return: | 1.92% |
| Benchmark Return: | 2.28% |
| Difference: | -0.36% |

(5) Investment Report – July 31, 2019

- Our return on investments for the MS Long-Term Pool fiscal year to date as of July 31, 2019 (1 month) is as follows:

| | |
|-------------------|--------|
| Actual Return: | -0.20% |
| Benchmark Return: | 0.22% |
| Difference: | -0.42% |
- Our return on investments for the MS ESG Long-Term Pool fiscal year to date as of July 31, 2019 (1 month) is as follows:

| | |
|-------------------|--------|
| Actual Return: | 0.10% |
| Benchmark Return: | 0.18% |
| Difference: | -0.08% |
- Our return on investments for the MS Title V Pool fiscal year to date as of July 31, 2019 (1 month) is as follows:

| | |
|-------------------|--------|
| Actual Return: | -0.06% |
| Benchmark Return: | 0.24% |
| Difference: | -0.30% |

- Our return on investments for the MS Title III Pool fiscal year to date as of July 31, 2019 (1 month) is as follows:

| | |
|-------------------|--------|
| Actual Return: | -0.05% |
| Benchmark Return: | 0.23% |
| Difference: | -0.28% |

- Our return on investments for the MS Intermediate-Term Pool year to date as of July 31, 2019 (1 month) is as follows:

| | |
|-------------------|--------|
| Actual Return: | 0.00% |
| Benchmark Return: | -0.06% |
| Difference: | 0.06% |

- Our return on investments for the MS Short-Term Pool fiscal year to date as of July 31, 2019 (1 month) is as follows:

| | |
|-------------------|-------|
| Actual Return: | 0.19% |
| Benchmark Return: | 0.19% |
| Difference: | 0.00% |

Cabrillo College Foundation
Pre-Audit Balance Sheet as of June 30, 2019
 With Comparative Totals as of June 30, 2018

| | Operating 6/30/19 A | Nonendowed 6/30/19 B | Endowed 6/30/19 C | Total 6/30/19 D | Total 6/30/18 E |
|-------------------------------------|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|
| ASSETS | | | | | |
| CASH AND INVESTMENTS | | | | | |
| CASH | | | | | |
| WELLS FARGO BANK | \$0 | \$0 | \$0 | \$0 | \$151,791 |
| LIGHTHOUSE BANK | \$7,902 | \$14,705 | \$70,063 | \$92,669 | \$0 |
| LIGHTHOUSE BANK SWEEP | \$307 | \$311,000 | \$0 | \$311,307 | \$0 |
| BAY FEDERAL CREDIT UNION | \$6,164 | \$0 | \$1,290 | \$7,454 | \$7,449 |
| BAY FEDERAL CREDIT UNION | \$173,641 | \$0 | \$0 | \$173,641 | \$173,024 |
| MORGAN STANLEY MID TERM POOL | \$312,888 | \$394,205 | \$0 | \$707,093 | \$0 |
| MORGAN STANLEY NONENDOWED | \$542,758 | \$2,931,337 | \$0 | \$3,474,095 | \$3,352,458 |
| MORGAN STANLEY GIFT RECEIPT | \$3,551 | \$0 | \$0 | \$3,551 | \$6,052 |
| SANTA CRUZ COUNTY BANK | \$207,678 | \$0 | \$0 | \$207,678 | \$207,295 |
| VANGUARD | \$0 | \$0 | \$0 | \$0 | \$0 |
| MORGAN STANLEY GATES | \$0 | \$0 | \$0 | \$0 | \$30,549 |
| LIGHTHOUSE BANK | \$0 | \$0 | \$0 | \$0 | \$249,159 |
| SUBTOTAL CASH | \$1,254,890 | \$3,651,246 | \$71,352 | \$4,977,488 | \$4,177,777 |
| INVESTMENTS | | | | | |
| MORGAN STANLEY TITLE III/V HOLDING | \$12 | \$0 | \$1,500 | \$1,512 | \$8,911 |
| MORGAN STANLEY LONG TERM POOL | \$146,539 | \$0 | \$28,272,885 | \$28,419,424 | \$27,352,782 |
| MORGAN STANLEY TITLE V | \$16,668 | \$0 | \$1,159,829 | \$1,176,498 | \$1,136,382 |
| MORGAN STANLEY TITLE III | \$2,728 | \$0 | \$245,473 | \$248,201 | \$185,069 |
| MORGAN STANLEY ESG | \$4,015 | \$0 | \$1,099,098 | \$1,103,114 | \$929,681 |
| SUBTOTAL INVESTMENTS | \$169,962 | \$0 | \$30,778,786 | \$30,948,748 | \$29,612,825 |
| TOTAL CASH AND INVESTMENTS | \$1,424,852 | \$3,651,246 | \$30,850,138 | \$35,926,236 | \$33,790,602 |
| RECEIVABLES | | | | | |
| PLEDGES | | | | | |
| PLEDGES - UNRESTRICTED | \$16,973 | \$0 | \$0 | \$16,973 | \$8,080 |
| PLEDGES - ANNUAL FUND | \$20,019 | \$0 | \$0 | \$20,019 | \$38,180 |
| PLEDGES - RESTRICTED | \$0 | \$210,686 | \$5,658 | \$216,344 | \$130,389 |
| ALLOWANCE FOR UNCOLLECTIBLE PLEDGES | (\$6,998) | \$0 | \$0 | (\$6,998) | (\$11,495) |

Cabrillo College Foundation
Pre-Audit Balance Sheet as of June 30, 2019
 With Comparative Totals as of June 30, 2018

| | Operating 6/30/19 A | Nonendowed 6/30/19 B | Endowed 6/30/19 C | Total 6/30/19 D | Total 6/30/18 E |
|---|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|
| SUBTOTAL PLEDGES | \$29,995 | \$210,686 | \$5,658 | \$246,339 | \$165,154 |
| ACCOUNTS RECEIVABLE | | | | | |
| ACCOUNTS RECEIVABLE | \$0 | \$26,731 | \$15,980 | \$42,711 | \$78,539 |
| TOTAL ACCOUNTS RECEIVABLE | \$0 | \$26,731 | \$15,980 | \$42,711 | \$78,539 |
| OTHER RECEIVABLES | | | | | |
| SPLIT INTEREST AGREEMENTS | \$59,557 | \$63,657 | \$11,707 | \$134,920 | \$655,032 |
| SUBTOTAL OTHER RECEIVABLES | \$59,557 | \$63,657 | \$11,707 | \$134,920 | \$655,032 |
| TOTAL RECEIVABLES | \$89,551 | \$301,074 | \$33,345 | \$423,970 | \$898,725 |
| FIXED ASSETS | | | | | |
| OFFICE EQUIPMENT | \$49,099 | \$0 | \$0 | \$49,099 | \$49,099 |
| ACCUMULATED DEPRECIATION | (\$45,063) | \$0 | \$0 | (\$45,063) | (\$43,852) |
| TOTAL FIXED ASSETS (NET) | \$4,036 | \$0 | \$0 | \$4,036 | \$5,247 |
| PREPAID EXPENSES | \$19,508 | \$0 | \$0 | \$19,508 | \$5,678 |
| PREPAID RETIREMENT EXPENSE | \$12,625 | \$0 | \$0 | \$12,625 | \$18,929 |
| DEFERRED OUTFLOWS - FY PERS EXPENSE | \$28,721 | \$0 | \$0 | \$28,721 | \$28,721 |
| DEFERRED OUTFLOWS - PENSION INVESTMENTS | \$84,962 | \$0 | \$0 | \$84,962 | \$84,962 |
| TOTAL ASSETS | \$1,664,255 | \$3,952,320 | \$30,883,482 | \$36,500,058 | \$34,832,864 |

Cabrillo College Foundation
Pre-Audit Balance Sheet as of June 30, 2019
 With Comparative Totals as of June 30, 2018

| | Operating 6/30/19 A | Nonendowed 6/30/19 B | Endowed 6/30/19 C | Total 6/30/19 D | Total 6/30/18 E |
|--|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|
| LIABILITIES AND NET ASSETS | | | | | |
| LIABILITIES | | | | | |
| PAYABLES AND ACCRUED EXPENSES | | | | | |
| ACCOUNTS PAYABLE | \$101,002 | \$205,709 | \$91,656 | \$398,367 | \$226,167 |
| SCHOLARSHIPS PAYABLE | \$0 | \$328,030 | \$365,279 | \$693,308 | \$505,927 |
| ACCRUED PTO | \$59,407 | \$0 | \$0 | \$59,407 | \$50,078 |
| SECTION 125 WITHHOLDINGS | \$0 | \$0 | \$0 | \$0 | \$125 |
| EMPLOYEE PORTION OF BENEFITS | \$80 | \$0 | \$0 | \$80 | \$0 |
| ACCRUED RETIREE MEDICAL BENEFITS | \$117,453 | \$0 | \$0 | \$117,453 | \$117,453 |
| UNFUNDED PERS PENSION LIABILITY | \$406,031 | \$0 | \$0 | \$406,031 | \$406,031 |
| DEFERRED INFLOWS - PERS | \$13,198 | \$0 | \$0 | \$13,198 | \$13,198 |
| SUBTOTAL PAYABLES, ACCRUED EXPENSES | \$697,171 | \$533,738 | \$456,935 | \$1,687,844 | \$1,318,978 |
| SCHOLARSHIPS AWARDED | | | | | |
| CAP SCHOLARSHIPS | \$0 | \$33,997 | \$715,503 | \$749,500 | \$554,775 |
| ENDOWED SCHOLARSHIPS | \$0 | \$0 | \$8,000 | \$8,000 | \$4,500 |
| ANNUAL SCHOLARSHIPS | \$0 | \$110,653 | \$0 | \$110,653 | \$110,917 |
| SUBTOTAL SCHOLARSHIPS AWARDED | \$0 | \$144,650 | \$723,503 | \$868,153 | \$670,192 |
| WES GRANTS PAYABLE | | | | | |
| WES GRANTS | \$0 | \$0 | \$0 | \$0 | \$50 |
| SUBTOTAL WES GRANTS PAYABLE | \$0 | \$0 | \$0 | \$0 | \$50 |
| TOTAL LIABILITIES | \$697,171 | \$678,388 | \$1,180,438 | \$2,555,997 | \$1,989,220 |
| NET ASSETS | | | | | |
| OPERATING NET ASSETS | | | | | |
| DESIGNATED-OPERATING RESERVE | \$344,015 | \$0 | \$0 | \$344,015 | \$344,015 |
| DESIGNATED-PRESIDENT'S CIRCLE ENDOWMEN | \$10,000 | \$0 | \$0 | \$10,000 | \$10,000 |
| 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 | \$54,078 |
| UNDESIGNATED | \$249,689 | \$0 | \$0 | \$249,689 | \$0 |
| SUBTOTAL OPERATING NET ASSETS | \$967,084 | \$0 | \$0 | \$967,084 | \$717,395 |
| NET ASSETS - NONENDOWED | \$0 | \$3,273,932 | \$0 | \$3,273,932 | \$2,874,059 |

Cabrillo College Foundation
Pre-Audit Balance Sheet as of June 30, 2019
 With Comparative Totals as of June 30, 2018

| | Operating 6/30/19 A | Nonendowed 6/30/19 B | Endowed 6/30/19 C | Total 6/30/19 D | Total 6/30/18 E |
|---|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|
| NET ASSETS - ENDOWED | \$0 | \$0 | \$29,703,044 | \$29,703,044 | \$29,252,189 |
| TOTAL NET ASSETS | \$967,084 | \$3,273,932 | \$29,703,044 | \$33,944,060 | \$32,843,644 |
| TOTAL LIABILITIES AND NET ASSETS | \$1,664,255 | \$3,952,320 | \$30,883,482 | \$36,500,058 | \$34,832,864 |
| BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS | \$717,395 | \$2,874,059 | \$29,252,189 | \$32,843,644 | \$29,569,914 |
| NET SURPLUS/(DEFICIT) | \$249,689 | \$399,872 | \$450,855 | \$1,100,416 | \$3,273,730 |
| ENDING NET ASSETS | \$967,084 | \$3,273,932 | \$29,703,044 | \$33,944,060 | \$32,843,644 |

Cabrillo College Foundation
Pre-Audit Income Statement by Fund as of June 30, 2019
 With Comparative Totals as of June 30, 2018

| | Operating 6/30/19 A | Nonendowed 6/30/19 B | Endowed 6/30/19 C | Total 6/30/19 D | Total 6/30/18 E |
|---|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|
| REVENUE | | | | | |
| EARNED INCOME | | | | | |
| INTEREST AND DIVIDENDS | \$82,678 | \$15 | \$867,644 | \$950,336 | \$672,105 |
| UNREALIZED GAIN/LOSS ON SECURITIES | (\$3,710) | \$31 | (\$2,766,059) | (\$2,769,738) | (\$648,537) |
| REALIZED GAINS/LOSSES | \$4,149 | \$0 | \$2,720,253 | \$2,724,401 | \$2,031,528 |
| CHANGE IN VALUE OF SPLIT INTEREST AGREEMENT | (\$2,766) | \$0 | (\$724) | (\$3,489) | (\$1,776) |
| FEE INCOME | \$114,339 | \$0 | \$0 | \$114,339 | \$180,562 |
| OPERATIONAL ENDOWMENT PAYOUT | \$14,122 | \$0 | \$0 | \$14,122 | \$14,057 |
| ENDOWMENT MANAGEMENT FEE | \$446,027 | \$0 | \$0 | \$446,027 | \$428,592 |
| TOTAL EARNED INCOME | \$654,839 | \$46 | \$821,114 | \$1,475,999 | \$2,676,532 |
| CONTRIBUTED INCOME | | | | | |
| RESTRICTED CONTRIBUTIONS | \$0 | \$2,192,870 | \$965,931 | \$3,158,801 | \$3,725,803 |
| ANNUAL FUND | \$66,325 | \$0 | \$0 | \$66,325 | \$96,695 |
| PRESIDENT'S CIRCLE GIFTS | \$382,267 | \$0 | \$0 | \$382,267 | \$378,388 |
| UNRESTRICTED GIFTS | \$23,186 | \$0 | \$0 | \$23,186 | \$33,779 |
| INTERFUND CONTRIBUTIONS | \$4,000 | (\$366,734) | \$362,734 | \$0 | \$0 |
| IN KIND REVENUE-PROGRAM | \$0 | \$41,733 | \$0 | \$41,733 | \$43,858 |
| IN KIND REVENUE-RENT | \$23,556 | \$0 | \$0 | \$23,556 | \$23,556 |
| TOTAL CONTRIBUTED INCOME | \$499,334 | \$1,867,869 | \$1,328,665 | \$3,695,868 | \$4,302,078 |
| TOTAL REVENUE | \$1,154,173 | \$1,867,915 | \$2,149,779 | \$5,171,867 | \$6,978,609 |
| EXPENSES | | | | | |
| SALARIES & WAGES | | | | | |
| SALARIES & WAGES | \$447,956 | \$0 | \$8,122 | \$456,078 | \$472,837 |
| TOTAL SALARIES & WAGES | \$447,956 | \$0 | \$8,122 | \$456,078 | \$472,837 |
| PAYROLL TAXES, BENEFITS | | | | | |
| PAYROLL TAXES, BENEFITS | \$235,356 | \$0 | \$981 | \$236,337 | \$302,290 |
| TOTAL PAYROLL TAXES, BENEFITS | \$235,356 | \$0 | \$981 | \$236,337 | \$302,290 |
| ADVERTISING | \$480 | \$0 | \$0 | \$480 | \$449 |
| PRINTING | \$18,485 | \$0 | \$0 | \$18,485 | \$18,676 |
| PHOTOS | \$1,450 | \$0 | \$0 | \$1,450 | \$3,375 |
| CONSULTANTS | \$42,366 | \$0 | \$0 | \$42,366 | \$53,180 |

Cabrillo College Foundation
Pre-Audit Income Statement by Fund as of June 30, 2019
 With Comparative Totals as of June 30, 2018

| | Operating 6/30/19 A | Nonendowed 6/30/19 B | Endowed 6/30/19 C | Total 6/30/19 D | Total 6/30/18 E |
|-------------------------------------|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|
| FOOD | \$196 | \$0 | \$0 | \$196 | \$251 |
| FUNDRAISING/EVENTS/PUBLIC RELATIONS | \$41,054 | \$0 | \$0 | \$41,054 | \$67,262 |
| OFFICE EQUIP & MAINTENANCE | | | | | |
| OFFICE EQUIPMENT | \$8,905 | \$0 | \$0 | \$8,905 | \$6,293 |
| DEPRECIATION EXPENSE | \$1,211 | \$0 | \$0 | \$1,211 | \$807 |
| SOFTWARE MAINTENANCE | \$11,708 | \$0 | \$0 | \$11,708 | \$10,953 |
| SOFTWARE | \$159 | \$0 | \$0 | \$159 | \$56 |
| TOTAL OFFICE EQUIP & MAINTENANCE | \$21,983 | \$0 | \$0 | \$21,983 | \$18,109 |
| BOOKS/PUBLICATIONS/MEMBERSHIPS | \$665 | \$0 | \$0 | \$665 | \$1,713 |
| OFFICE SUPPLIES | \$9,322 | \$0 | \$0 | \$9,322 | \$8,394 |
| POSTAGE & MAILING SERVICE | \$9,123 | \$0 | \$0 | \$9,123 | \$12,372 |
| BOARD EXPENSES | \$1,119 | \$0 | \$0 | \$1,119 | \$1,991 |
| OTHER EXPENSES | | | | | |
| MISCELLANEOUS | \$724 | \$0 | \$0 | \$724 | \$411 |
| UNCOLLECTIBLE PLEDGES | \$26,293 | \$811 | \$200 | \$27,304 | \$39,954 |
| O'ROURKE/RANCON ADJUSTMENT | \$0 | \$0 | \$0 | \$0 | \$25,435 |
| MILEAGE & PARKING | \$448 | \$0 | \$0 | \$448 | \$932 |
| INTERNET SERVICE | \$1,299 | \$0 | \$0 | \$1,299 | \$1,230 |
| IT HOSTING SERVICE | \$9,355 | \$0 | \$0 | \$9,355 | \$9,295 |
| BANK CHARGES | \$5,655 | \$0 | \$0 | \$5,655 | \$7,152 |
| INVESTMENT FEES | \$710 | \$0 | \$140,241 | \$140,951 | \$100,971 |
| MANAGEMENT FEES | \$0 | \$0 | \$446,027 | \$446,027 | \$428,592 |
| DIRECTOR/OFFICER LIABILITY INS | \$3,008 | \$0 | \$0 | \$3,008 | \$4,327 |
| LIABILITY AND PROPERTY INSURANCE | \$3,881 | \$0 | \$0 | \$3,881 | \$3,881 |
| TOTAL OTHER EXPENSES | \$51,374 | \$811 | \$586,468 | \$638,652 | \$622,180 |
| IN KIND EXPENSE-PROGRAM | \$0 | \$41,733 | \$0 | \$41,733 | \$43,858 |
| IN KIND EXPENSE - RENT | \$23,556 | \$0 | \$0 | \$23,556 | \$23,556 |
| NONENDOWED PROGRAM EXPENSES | \$0 | \$917,128 | \$0 | \$917,128 | \$1,006,383 |
| ENDOWED PROGRAM EXPENSES | \$0 | \$0 | \$469,941 | \$469,941 | \$215,759 |
| SCHOLARSHIPS | \$0 | \$508,371 | \$633,413 | \$1,141,784 | \$832,246 |
| TOTAL EXPENSES | \$904,484 | \$1,468,042 | \$1,698,924 | \$4,071,451 | \$3,704,880 |

Cabrillo College Foundation
Pre-Audit Income Statement by Fund as of June 30, 2019
 With Comparative Totals as of June 30, 2018

| | Operating 6/30/19 A | Nonendowed 6/30/19 B | Endowed 6/30/19 C | Total 6/30/19 D | Total 6/30/18 E |
|-----------------------|---------------------------|----------------------------|-------------------------|-----------------------|-----------------------|
| NET SURPLUS/(DEFICIT) | \$249,689 | \$399,872 | \$450,855 | \$1,100,416 | \$3,273,730 |

Cabrillo College Foundation
Pre-Audit Income Statement - Operating Budget as of 6/30/19
 With Comparative Totals as of 06/30/18

| | 17-18 Actual 12 Months A | 18-19 Actual 12 Months B | 18-19 Budget 12 Months C | 18-19 Actual To 18-19 Budget D |
|---|--------------------------------|--------------------------------|--------------------------------|--------------------------------------|
| REVENUE | | | | |
| EARNED INCOME | | | | |
| INTEREST AND DIVIDENDS | \$38,536 | \$82,678 | \$26,000 | \$56,678 |
| UNREALIZED GAIN/LOSS ON SECURITIES | (\$4,919) | (\$3,710) | \$0 | (\$3,710) |
| REALIZED GAINS/LOSSES | \$147 | \$4,149 | \$0 | \$4,149 |
| CHANGE IN VALUE OF SPLIT INTEREST AGREE | (\$1,067) | (\$2,766) | \$0 | (\$2,766) |
| FEE INCOME | \$180,562 | \$114,339 | \$114,527 | (\$188) |
| OPERATIONAL ENDOWMENT PAYOUT | \$14,057 | \$14,122 | \$15,565 | (\$1,443) |
| ENDOWMENT MANAGEMENT FEE | \$428,592 | \$446,027 | \$405,358 | \$40,669 |
| TOTAL EARNED INCOME | \$655,908 | \$654,839 | \$561,450 | \$93,389 |
| CONTRIBUTED INCOME | | | | |
| ANNUAL FUND | \$96,695 | \$66,325 | \$50,000 | \$16,325 |
| PRESIDENT'S CIRCLE GIFTS | \$378,388 | \$382,267 | \$363,000 | \$19,267 |
| UNRESTRICTED GIFTS | \$33,779 | \$23,186 | \$22,414 | \$772 |
| INTERFUND CONTRIBUTIONS | \$1,750 | \$4,000 | \$0 | \$4,000 |
| IN KIND REVENUE-PROGRAM | \$1,137 | \$0 | \$0 | \$0 |
| IN KIND REVENUE-RENT | \$23,556 | \$23,556 | \$13,320 | \$10,236 |
| TOTAL CONTRIBUTED INCOME | \$535,304 | \$499,334 | \$448,734 | \$50,600 |
| TOTAL REVENUE | \$1,191,212 | \$1,154,173 | \$1,010,184 | \$143,989 |
| EXPENSES | | | | |
| SALARIES & WAGES | | | | |
| SALARIES & WAGES | \$462,913 | \$447,956 | \$488,988 | \$41,032 |
| TOTAL SALARIES & WAGES | \$462,913 | \$447,956 | \$488,988 | \$41,032 |
| PAYROLL TAXES, BENEFITS | | | | |
| PAYROLL TAXES, BENEFITS | \$301,061 | \$235,356 | \$246,671 | \$11,315 |
| TOTAL PAYROLL TAXES, BENEFITS | \$301,061 | \$235,356 | \$246,671 | \$11,315 |
| ADVERTISING | \$449 | \$480 | \$1,000 | \$520 |
| PRINTING | \$18,676 | \$18,485 | \$21,420 | \$2,935 |
| PHOTOS | \$3,375 | \$1,450 | \$3,800 | \$2,350 |
| CONSULTANTS | \$53,180 | \$42,366 | \$50,043 | \$7,677 |

Cabrillo College Foundation
Pre-Audit Income Statement - Operating Budget as of 6/30/19
 With Comparative Totals as of 06/30/18

| | 17-18 Actual 12 Months A | 18-19 Actual 12 Months B | 18-19 Budget 12 Months C | 18-19 Actual To 18-19 Budget D |
|-------------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------------|
| FOOD | \$251 | \$196 | \$0 | (\$196) |
| FUNDRAISING/EVENTS/PUBLIC RELATIONS | \$67,262 | \$41,054 | \$57,120 | \$16,066 |
| OFFICE EQUIP & MAINTENANCE | | | | |
| OFFICE EQUIPMENT | \$6,293 | \$8,905 | \$1,260 | (\$7,645) |
| DEPRECIATION EXPENSE | \$807 | \$1,211 | \$1,211 | \$0 |
| SOFTWARE MAINTENANCE | \$10,953 | \$11,708 | \$11,736 | \$28 |
| SOFTWARE | \$56 | \$159 | \$0 | (\$159) |
| TOTAL OFFICE EQUIP & MAINTENANCE | \$18,109 | \$21,983 | \$14,207 | (\$7,776) |
| BOOKS/PUBLICATIONS/MEMBERSHIPS | \$1,713 | \$665 | \$1,577 | \$912 |
| OFFICE SUPPLIES | \$8,394 | \$9,322 | \$6,678 | (\$2,644) |
| POSTAGE & MAILING SERVICE | \$12,372 | \$9,123 | \$10,123 | \$1,000 |
| BOARD EXPENSES | \$1,991 | \$1,119 | \$2,279 | \$1,160 |
| OTHER EXPENSES | | | | |
| MISCELLANEOUS | \$411 | \$724 | \$500 | (\$224) |
| UNCOLLECTIBLE PLEDGES | \$34,369 | \$26,293 | \$17,500 | (\$8,793) |
| O'ROURKE/RANCON ADJUSTMENT | \$25,435 | \$0 | \$0 | \$0 |
| MILEAGE & PARKING | \$932 | \$448 | \$595 | \$147 |
| INTERNET SERVICE | \$1,230 | \$1,299 | \$1,320 | \$21 |
| IT HOSTING SERVICE | \$9,295 | \$9,355 | \$9,295 | (\$60) |
| BANK CHARGES | \$7,002 | \$5,655 | \$10,159 | \$4,504 |
| INVESTMENT FEES | \$0 | \$710 | \$0 | (\$710) |
| DIRECTOR/OFFICER LIABILITY INS | \$4,327 | \$3,008 | \$4,500 | \$1,492 |
| LIABILITY AND PROPERTY INSURANCE | \$3,881 | \$3,881 | \$4,040 | \$159 |
| TOTAL OTHER EXPENSES | \$86,881 | \$51,374 | \$47,909 | (\$3,465) |
| IN KIND EXPENSE-PROGRAM | \$1,137 | \$0 | \$0 | \$0 |
| IN KIND EXPENSE - RENT | \$23,556 | \$23,556 | \$13,320 | (\$10,236) |
| TOTAL EXPENSES | \$1,061,319 | \$904,484 | \$965,135 | \$60,651 |
| | | | | |
| NET SURPLUS/(DEFICIT) | \$129,892 | \$249,689 | \$45,049 | \$204,640 |

Cabrillo College FOUNDATION

MEMORANDUM

OFFICERS

PRESIDENT
Owen Brown

VICE PRESIDENT
Claire Biancalana

SECRETARY
Gun Ruder

**CHIEF FINANCIAL
OFFICER**
Pegi Ard

PAST PRESIDENT
William Ow

COMMUNITY REPRESENTATIVES

Rob Allen
Michele Bassi
Linda Burroughs
Ceil Cirillo

Linda Downing
David Heald
Matt Huffaker
Kelly Nesheim
Amy Newell
Ed Newman

June Padilla Ponce
Patty Quillin
Maria Esther Rodriguez
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

Kathleen Welch
VP Instruction

Kristin Wilson
Faculty Representative

EXECUTIVE DIRECTOR
Eileen Hill

DATE: September 4, 2019

TO: Board of Directors

FROM: Owen Brown

SUBJECT: Executive Director 2018-19 Performance Evaluation and Goals

All Cabrillo College Foundation Board members were invited to review Executive Director, Eileen Hill's self assessment, results on personal goals and accomplishments, and complete an anonymous survey. 16 out of 27 Board Members completed the survey.

William Ow (Past President), with input from Owen Brown (Foundation President) and Matt Wetstein (Cabrillo President) produced the 2018-19 Executive Director Performance evaluation based on the survey results and self evaluation.

Eileen worked with Owen Brown, William Ow, and Matt Wetstein to develop personal goals for the 2019-20.

On August 29, 2019 the Executive Committee reviewed and unanimously approved a positive performance evaluation and goals for Executive Director, Eileen Hill.

Community College League of California

FAST FACTS 2019

STUDENT ENROLLMENT BY INSTITUTION

| | | |
|-------------|-----------|--|
| CCCs | 2,393,195 | Full-year, unduplicated headcount (all students) |
| | 1,114,293 | FTES, credit |
| | 68,608 | FTES, non-credit |
| CSUs | 484,297 | Headcount |
| UCs | 256,907 | Headcount |
| Private* | 338,000 | Headcount |



*79 AICCU WASC-accredited 4-year institutions

FUNDS PER FTES

(includes General Fund, local property tax, student fees, and lottery revenues)

| | 2017-18 | 2018-19 |
|-------------------------------|----------|----------|
| K-12 Education | \$11,214 | \$11,574 |
| California Community Colleges | \$7,749 | \$8,099 |
| California State University | \$17,182 | \$17,784 |
| University of California | \$32,381 | \$32,593 |

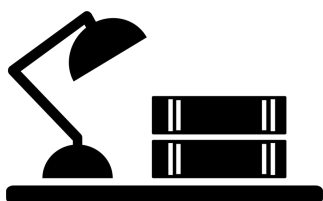
DEGREES AND CERTIFICATES AWARDED

| | |
|---|--------|
| Associate in Science for Transfer (AS-T) Degree | 22,905 |
| Associate in Arts for Transfer (AA-T) Degree | 26,772 |
| AA degree | 75,071 |
| AS degree | 35,732 |
| Credit certificate, 6 to < 18 units | 28,375 |
| Credit certificate, 18 to < 30 units | 19,404 |
| Credit certificate, 30 to < 60 units | 51,823 |
| Credit certificate, 60 or more units | 839 |



Students who earn a California Community College degree or certificate

nearly double their earnings within 3 years



STUDENT ENROLLMENT STATUS (2017-18)

| | |
|------------|-------|
| Full-Time: | 27.4% |
| Part-Time: | 63.2% |
| Noncredit: | 9.4% |

COMPARISON OF COLLEGES (2018-19)



CA Community Colleges
115 colleges, 73 districts
78 off-campus centers



CSUs
23 colleges



UCs
10 colleges

UNDERGRADUATE FEES (2018-19)

| | Resident | Non-resident |
|-------|----------|--------------|
| CCC | \$1,380 | \$8,841* |
| CSU** | \$7,303* | \$16,807 |
| UC** | \$13,900 | \$42,900 |

*2018-19 Average

**Includes campus-based fees



CCC STUDENTS BY GENDER (2017-18)



Male

1,074,464
44.9%



Female

1,288,328
53.83%



Non-Identifying

30,403
1.27%

CCC STUDENTS BY AGE (2017-18)

| | | |
|-----------------------|---------|--------|
| 19 and younger | 664,003 | 27.75% |
| 20 - 24 | 718,433 | 30.02% |
| 25 - 29 | 332,760 | 13.9% |
| 30 - 34 | 186,117 | 7.78% |
| 35 - 39 | 127,757 | 5.34% |
| 40 - 49 | 164,176 | 6.66% |
| 50 and over | 199,536 | 8.34% |
| Unknown | 413 | 0.02% |

40

30

20

10

0

19 and younger 20-24 25-29 30-34 35-39 40-49 50 and over Unknown

NUMBER OF STUDENT TRANSFERS TO FOUR-YEAR PUBLIC AND PRIVATE INSTITUTIONS

| | | |
|--|--------|--------|
| Community Colleges to University of California | 18,134 | 18,703 |
| Community Colleges to California State University | 49,737 | 49,910 |
| Community Colleges to In-State Private Colleges/Universities | 8,118 | 9,590 |
| Community Colleges to Out of State Colleges/Universities | 16,950 | 15,731 |

Transfer Rate, 2009-10 to 2015-16, 2010-11 to 2016-17

| 2016-17 | 2017-18 |
|------------|------------|
| 38% | 40% |

(The transfer rate is based on a six-year enrollment period.)



25

Median Course
Section Size

Community college students have the highest job rating among California's

3 segments of higher education

CCC STUDENTS BY ETHNICITY (2017-18)

| | | |
|-------------------------------|-----------|--------|
| African-American | 141,308 | 5.9% |
| American Indian/Alaska Native | 10,216 | 0.43% |
| Asian | 276,648 | 11.56% |
| Filipino | 64,403 | 2.69% |
| Hispanic | 1,065,863 | 44.54% |
| Multi-Ethnicity | 91,337 | 3.82% |
| Pacific Islander | 9,772 | 0.41% |
| Unknown | 114,351 | 4.78% |
| White | 619,297 | 25.88% |

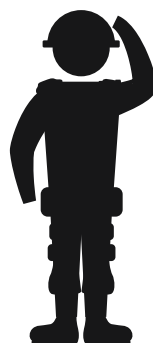
Percentage of Public Institution Graduates Who Started at a California Community College

51%

California State
University

29%

University of
California



More than 1/2 of California veterans

receiving G.I. educational benefits, attend a community college

The average lifetime earnings of a graduate with an associate's degree (\$400,000 more than for a high school graduate)



\$1.6M

78%

Percentage of Students Receiving a Tuition Waiver and/or Financial Aid

43% of CCC students

are first-generation

TOTAL* FALL 2018 STUDENT POPULATION 11,767

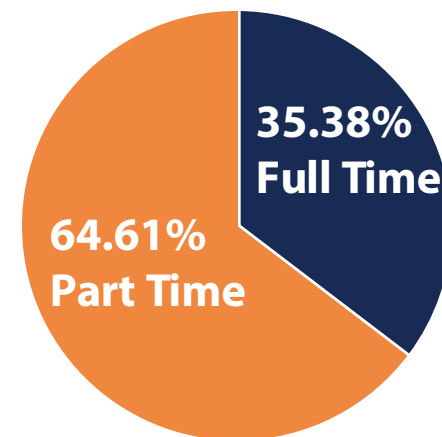
Female - 54.27%

Male - 44.93%

Unstated - 0.8%

| Student Financial Awards in Academic Year 2017-2018 | |
|---|--|
| 7,186 Financial Aid Recipients | |
| Served 39% of Student Body | |
| Total Grants and Loans Awarded: \$18,500,841.70 | |

Students Attending Full Time/Part Time



| Student Residency - Fall 2018 | | |
|-------------------------------|--------|--------|
| AB540 | 388 | 3.30% |
| In State | 11,162 | 94.86% |
| International | 86 | 0.73% |
| Out of State | 131 | 1.11% |

Incoming Students Placing into Transfer Level Courses

| Top Transfer Schools | |
|--|--------|
| University of California AY 2016-2017 | |
| UC Berkeley | 7 |
| UC Davis | 12 |
| UC Los Angeles | 7 |
| UC Santa Cruz | 138 |
| Total Transfer to All UC's | 191 |
| Total UC Under-Represented | 77 |
| Percent Under Represented | 40.31% |
| California State University AY 2016-2017 | |
| CSU Monterey Bay | 94 |
| San Francisco State | 30 |
| San Jose State | 115 |
| Total Transfer to All CSU's | 332 |
| Total CSU Under-Represented | 156 |
| Percent Under Represented | 46.88 |

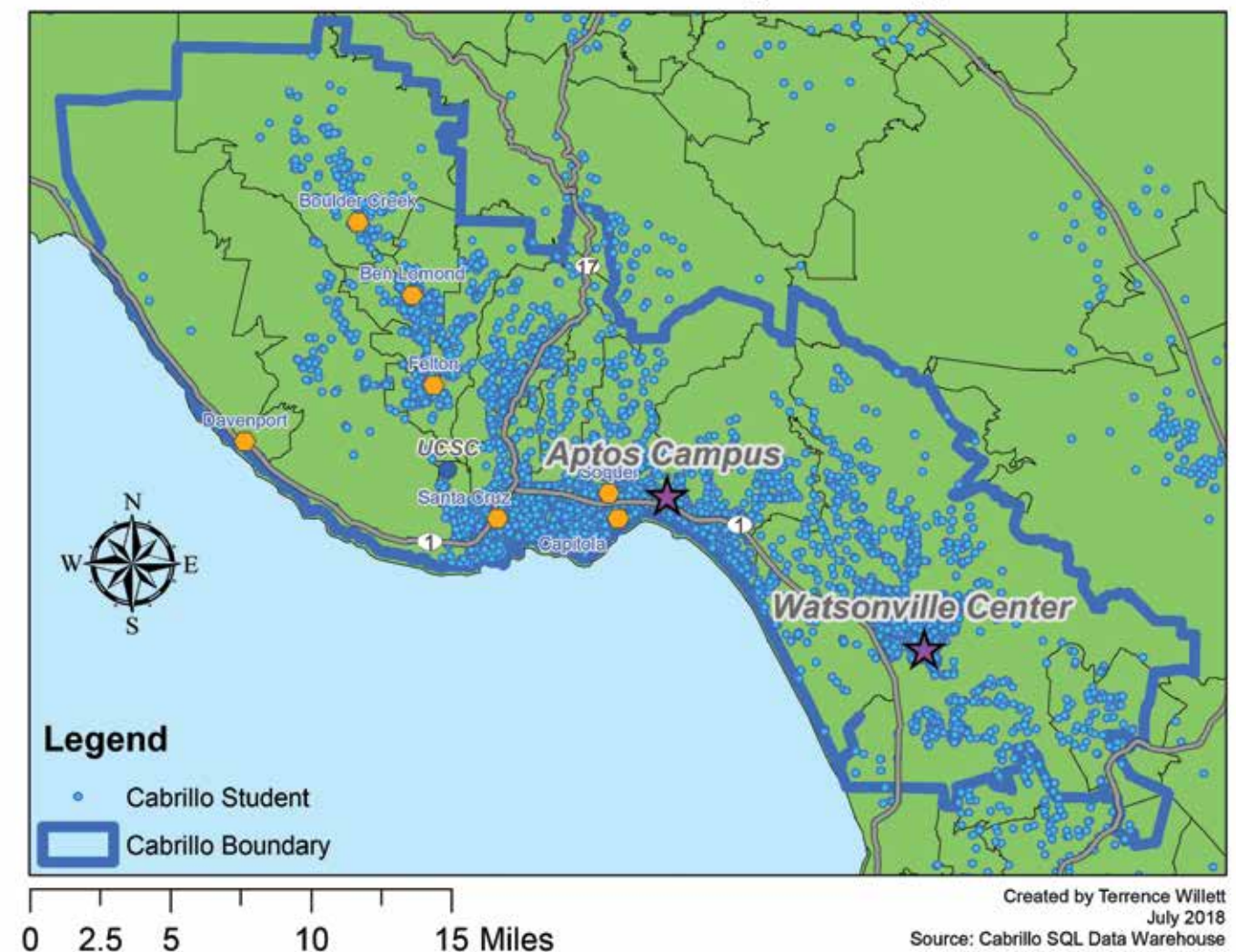
Math
14%

English 37%

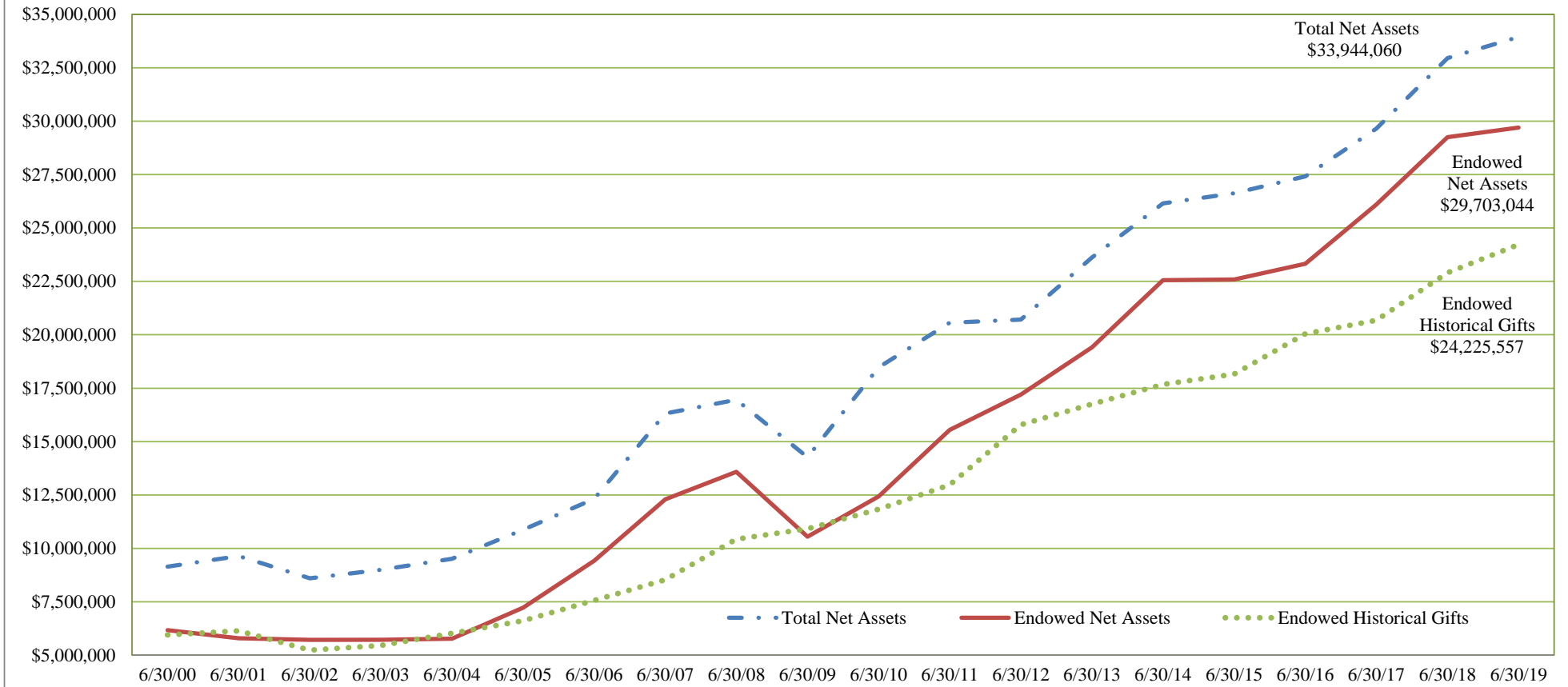
Reading 61%



Fall 2017 Cabrillo Community College Students



Cabrillo College Foundation
Total Net Assets, Endowed Net Assets, and Endowed Historical Gifts
June 30, 2000 to June 30, 2019



Total Net Assets highest level was \$34,878,149 as of April 30, 2019

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

Endowed Historical Gifts highest level was \$24,225,557 as of June 30, 2019

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VP Student Services

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Kristin Wilson

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: September 4, 2019
TO: Board of Directors
FROM: William Ow
SUBJECT: President's Circle Campaign

2018-19 President's Circle

For 2018-2019 President's Circle raised \$385,000! This is the most ever raised for the President's Circle. A total of 1,090 invitations were mailed to potential donors and committee members made follow-up calls to prospects. We had 20 new members join and 13 rejoining members increased their support. We have a 91% retention rate.

A 2018-19 Member List and History Report is attached.

2019-20 President's Circle Committee

The President's Circle Kick-off Celebration will be held on Wednesday, September 18. Duf and Paula Fischer with Michele Bassi are co-chairs of the 2019-2020 President's Circle Committee. Greg and Tangie Solow, Ed Newman, Peggy Flynn, Julie Lambert, and Kristin Fabos will be joining the committee as new members. President's Circle committee members will soon be working to review their prospect lists.

President's Circle Events

| | |
|---|-------------|
| President's Holiday Party (\$1,000+ donors) | Dec 6, 2019 |
| Sandy Lydon Historical Tour (\$1,000+ donors) | Spring 2020 |
| Summer Musical and Reception (\$1,000+ donors) | Summer 2020 |
| President's Plus Dinner (\$1,500+ donors) | Spring 2020 |
| Winemaker's Dinner at Sesnon House (\$2,500+ donors) | Spring 2020 |
| Happy Hour at the home of Matt Wetstein (\$5,000+ donors) | Spring 2020 |
| Feasting with Faculty (\$10,000+ donors) | Spring 2020 |

**CABRILLO COLLEGE FOUNDATION
PRESIDENT'S CIRCLE HISTORY REPORT
Updated 9/3/2019**

| | 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 | 227 |
| # of Annual Members solicited for the first time through Annual Fund (\$1,000+) | 6 | 3 | 2 | 1 | 1 | 2 | 3 | 2 | 1 |
| # of New Annual Members (\$1,000+) | 23 | 26 | 30 | 20 | 16 | 23 | 19 | 32 | 20 |
| # of Rejoining Annual Members (\$1,000+) | 146 | 150 | 162 | 170 | 179 | 183 | 192 | 195 | 207 |
| % of Rejoining Members | 88% | 88% | 92% | 88% | 94% | 97% | 93% | 91% | 91% |
| # 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 | 10 |
| # of \$2,500-\$4,999 | 17 | 16 | 13 | 13 | 13 | 14 | 15 | 23 | 27 |
| # of \$1,500-\$2,499 (Starting 2011-2012)* | n/a | 37 | 38 | 45 | 52 | 54 | 56 | 59 | 57 |
| # of \$1,000 Donations | 138 | 112 | 126 | 119 | 114 | 127 | 133 | 132 | 129 |
| # 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 | \$1,000 |
| 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 | \$384,697 |
| Percent Increase/ Decrease Over Previous Year | 3% | 11% | 8% | 4% | 10% | 2% | 4% | 14% | 2% |

\$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
Arne and Carol Croce
John and Judy Eiskamp
Vance Landis-Carey and Robert Carey
Rick and Ruth Moe
Julie Packard/Applewood Fund
Elio and Joy Rodoni
Mary Solari

\$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 Lonerger and Richard Lonerger
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
Brian and Michelle Sharpes
Stephen and Gail Snodgrass
Ginny Solari Mazry
Rachael Spencer and Kevin Rooney
Rachel Wedeen

\$1,500+

Mike and Kalena Allard
 Lowell and Ernestine Anderson
Kit Anderton
 Jim Baker and Nancy Millsagle
 Edward and Kathleen Banks
 Tila Bañuelos
 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
 David and Elizabeth Doolin
 Dwayne and Linda Downing

Edward and Janas Durkee
 Charles and Sandra Eldridge
 Esch Family
 Duf and Paula Fischer
 Mahlon and Joel-Ann Foote
 Joe Graney/Santa Cruz Bicycles
 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
 Frances and Dean Kashino
 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
 Laura Pease and Bill Scurr
 Burton and Cynthia Rees
 Nancy Rice Bradley
 Maria Esther and Jose Raul Rodriguez
 Junko and Gunlek Ruder
 Carol and Kirk Schmidt
 Robert Scott
 Greg and Tangie Solow
 Gabrielle Stocker
 Kate Terrell and David Ryan
 James Thompson
 Franco Vaca and Fatima Carlos Vaca
 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
 Mary Abigail Allen and Joshua Rich
 Alan and Wendy Aman
 Joyce Anderson
 Carlos and Jane Arcangeli
 Ann Asche/Locatelli Moving and
 Storage
 Vince and Sheryl Barabba
 Brian and Maryann Barry
 William and Pat Barton
 Philip and Kathryn Bates
 Richard and Susan Beach
 Nancy Beekman
 Judy Boemer
 Bob and Susan Bosso
 Sue Broadston
 Alan and Gweneth Brown
 Priscilla 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

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 Richard and Theresa Crocker
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 Ronald and Linda Israel
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 Sue Wilson
 Peppy and Ron Woll
 Neal and Paula Woods

Founding President Robert E. Swenson's Lifetime Supporters*

| | | | | |
|--------------------------------|------------------------|--------------------------------|---------------------------------|---------------------------|
| <i>Cornelia Ackley</i> | Granite Construction | Walter S. Johnson | Porter Sesnon | <i>Phyllis and Alan</i> |
| <i>Kate Ashcraft</i> | Graniterock | Foundation | Foundation | <i>Simpkins</i> |
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| Cooley | Harold and Dorothy | George Ow and Gail | Foundation | Watson |
| Richard and Theresa | Hyde | Michaelis-Ow | <i>Elinor and Keith Shaffer</i> | <i>Alice Weisenberger</i> |
| Crocker | James Irvine | The David and Lucile | Paul and Pat Shirley | Wells Fargo |
| Dominican Hospital | Foundation | Packard Foundation | Bill and Brigid | Foundation |
| <i>Jim and Dolores Graefe</i> | | <i>Rena Perlino</i> | Simpkins | |

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

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MEMORANDUM

DATE: September 4, 2019
TO: Board of Directors
FROM: WES Co-founder, Rachael Spencer
SUBJECT: 2019 Women's Educational Success (WES)

The WES committee, consisting of 27 Best Friends, sent out personalized WES invitations to over 1,700 potential donors last week. The WES Luncheon is scheduled for Friday, September 20, 2019.

As of September 3rd, \$88,417 has been received from the appeal and donations are still arriving daily. WES donations made through December 31, 2019 will be included in the 2019 WES Campaign. 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!

This year a total of \$80,000 will be given out to students in need at Cabrillo through the WES program—the most WES has ever awarded.

The 2019 WES Co-Chairs are Linda Bixby and Rhonda Bonnett.

Women's Educational Success (WES) Grant Recipients



"I am at Cabrillo pursuing the nursing program. I am currently an EMT and ultimately want to be a critical care and flight trauma nurse. I have my eyes set on working in extreme healthcare.

This semester, I was in distress, because my car needed an expensive repair. I was living in the hills with no bus stop nearby. I was afraid I was going to have to drop out of school. I went to Financial Aid to see about getting a loan, but the kind staff told me about the WES program and arranged for me to get a \$1,000 grant! I received the money in two days. What I want you to know, is that this help moves me deeply. You probably don't know what a positive impact your generosity has to students like myself. This grant removed so much stress and helped me focus on my education." --Danielle



Dahlia is a student in the Medical Assisting program with a 4.0 GPA. She hit a crisis in her relationship, and faculty connected her to helpful resources to ensure her well-being and that of her son. They arranged for her to receive a WES grant of \$500, which she received the next day!

"I made the decision to go back to school and it has completely changed my life. I'm really grateful for the support! I got a boost and I'm at the point now where I can work on myself and not be stuck. I'm proceeding to make difference in myself and out in the world and that's what I want to do." --Dahlia



Jamie received a grant to help with needed car repair. Jamie Pyle is a single mom with an ambitious dream of starting a non-profit someday. Working on her business degree, caring for her sick mother and getting her children to school was already daunting, but when her car needed new tires, she wasn't sure how to proceed. She was awarded an emergency WES grant of \$750 that helped her stay on the road and in school.

"I was really in a predicament. I never got my high school diploma, so I was not eligible for Financial Aid. I want to thank everyone who has made it possible for this program to be available to us women at Cabrillo." --Jamie

Cabrillo College FOUNDATION

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Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

DATE: September 4, 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.

Last 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.

This year there is \$107,700 available to award to faculty to increase student success. Please notify Eileen if you are interested in serving on the committee to review proposals and select projects to award.

2018-19 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 - \$3,000

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 - \$3485

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
Faculty 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

Cabrillo College FOUNDATION

OFFICERS

PRESIDENT

Owen Brown

VICE PRESIDENT

Claire Biancalana

SECRETARY

Gun Ruder

CHIEF FINANCIAL OFFICER

Pegi Ard

PAST PRESIDENT

William Ow

COMMUNITY REPRESENTATIVES

Rob Allen

Michele Bassi

Linda Burroughs

Ceil Cirillo

Linda Downing

David Heald

Matt Huffaker

Kelly Nesheim

Amy Newell

Ed Newman

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

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

Kathleen Welch

VP Instruction

Kristin Wilson

Faculty Representative

EXECUTIVE DIRECTOR

Eileen Hill

MEMORANDUM

DATE: September 4, 2019

TO: Board of Directors

FROM: Rachael Spencer

SUBJECT: Scholarship Program

While Cabrillo is affordable, rising textbook prices and the high cost of living in Santa Cruz County continue to be huge financial obstacles for our students. Cabrillo is fortunate to have a robust scholarship program that helps alleviate some of these burdens, allowing our students reach their educational goals.

SCHOLARSHIP PROGRAM

- During the 2018-19 fiscal year, we awarded \$1 million in scholarships to 1358 students
- Scholarship recipients who meet their scholarship's criteria will be receiving their funds in the next two weeks.

SCHOLARSHIP COMMITTEE

- Committee members: Rachael Spencer (Chair), Claire Biancalana, Jess Brown, Ceil Cirillo, Virginia Coe, Linda Downing, Jan Furman, Rich Hart, Adele Miller, Corinne Miller, Julie Thiebaut, Rachel Wedeen and Jill Wilson
- Committee members serve as community ambassadors for our scholarship program.
- Committee members met on August 13 and will be personally inviting scholarship donors to attend the Scholarship Donor Reception and thank them for their generous support.

UPCOMING EVENTS

- **Scholarship Donor Reception**
 - Thursday, October 24, 4:00-6:00 pm at the Sesnon House
- **Scholarship Committee Meeting**
 - November TBD

Scholarship Recipients



Mia is getting her AA in Science, with the aim of studying environmental studies when she transfers to a four year school.

I want to thank the donors for your generosity. You are greatly, greatly appreciated. This is an immense help to me. For a family like mine, \$500 can be the difference between making our rent or losing our home. Words can't quite express how helpful this help is."



Paul graduated from Cabrillo's Nursing program and the OR Residency Program. He is proud to have been hired at Watsonville Hospital as a nurse in the post anesthesia care unit, which is what he was training to do. He now earns double his hourly rate prior to graduating from Cabrillo and earns a living wage for his family.

"Thank you for this scholarship and investing in me. I promise to give a great return on your investment."



Leslie is studying Computer Science at Cabrillo and hopes to transfer to a four year university.

"I am certain that educational pursuit would not be possible without the generosity and support of donors. Your scholarship is helping me be fully committed to my education and helped me be one step closer to becoming a software engineer."



Rosa Sanchez received a Cabrillo College Foundation Women's Educational Success emergency grant in 2004 when she returned to school. She was a re-entry student with young sons Esteban and Ernesto. Twelve years later in 2016, both Ernesto and Esteban were attending Cabrillo College. Esteban (right) was in the Nursing program and Ernesto was in the Radiologic Technology Program. Esteban received a scholarship that helped him offset the costs of testing and equipment needed for the Nursing program. He graduated from the program last year and is a Registered Nurse at CHOMP in the Cardiac Unit. Esteban has expressed how much he loves his career and is grateful to help patients heal during what is sometimes the lowest point of their lives. He loves seeing them get stronger because of his care, then return to their families. He is happy to make an impact in people's lives through health care.

"For me, family represents unity and teamwork and I could not move forward seeing my brother struggle with expenses as well, in his Radiology Technology program here at cabrillo. That's why I decided to share my funds with him and move forward together tackling any obstacle along the way. My brother and I are very grateful for aiding our ability to pursue our dreams. We feel very special to receive this generosity and have someone believe in us. We hope to someday have the ability to touch somebody else's life as you have done for us."

Cabrillo College Foundation

Brown Act and Public Participation at Meetings Policy

The Brown Act provides opportunities for members of the general public to observe and comment on the public business of the CCF that is conducted by the Board of CCF or its standing committees, as required by the Brown Act. The Board of Directors and the Executive, Finance, and Audit committees are considered Brown Act bodies.

Opportunity for public comment at meetings:

There will be opportunities at each regular meeting for the general public to comment on items on the agenda and items not on the agenda that are within the purview of the CCF. No action may be taken on non-agenda items.

Public comment at special meetings is limited to items on the agenda.

Unless otherwise determined by the Chair, **a member of the public is limited to three minutes when addressing the CCF Board of Directors and committees which are Brown Act bodies.**

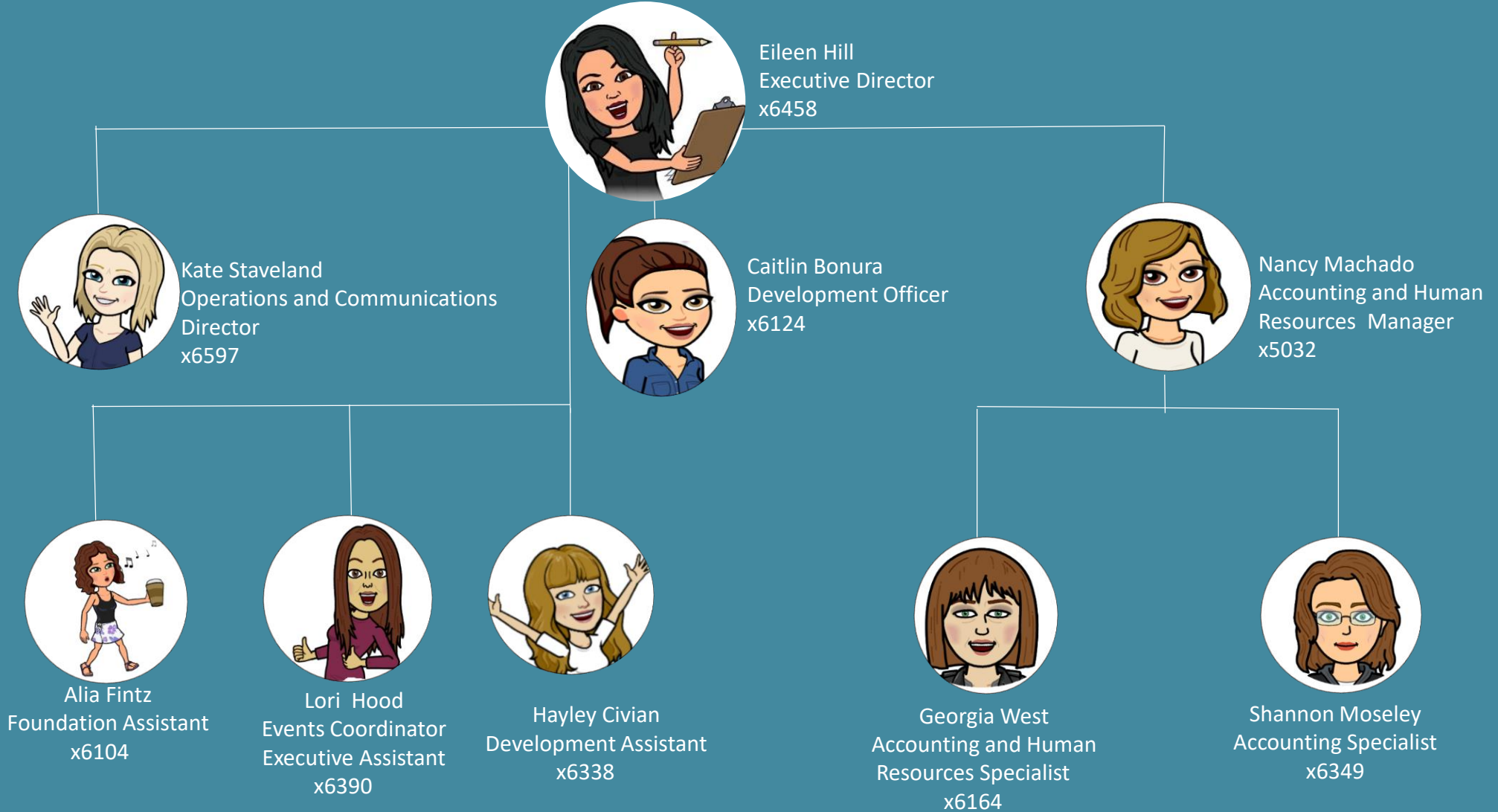
General rules regarding meetings:

- A **regular meeting** must be noticed by an agenda posted at least 72 hours in advance of the meeting. The agenda must be publicly accessible 24 hours per day. Internet posting of the agenda is also required if the entity has a web site.
- A **special meeting** must be noticed by an agenda posted at least 24 hours in advance of the meeting. No items can be added to a special meeting agenda. Notice must be given to news organizations who have requested such notice.
- An **emergency meeting** must be specially noticed. Only “emergencies” as defined in the Brown Act are subject to this provision.

Closed sessions are permitted under a narrow set of circumstances. They must be noticed as a closed session on the agenda, and any final “action taken” must be reported out to the public. Closed sessions are permitted for:

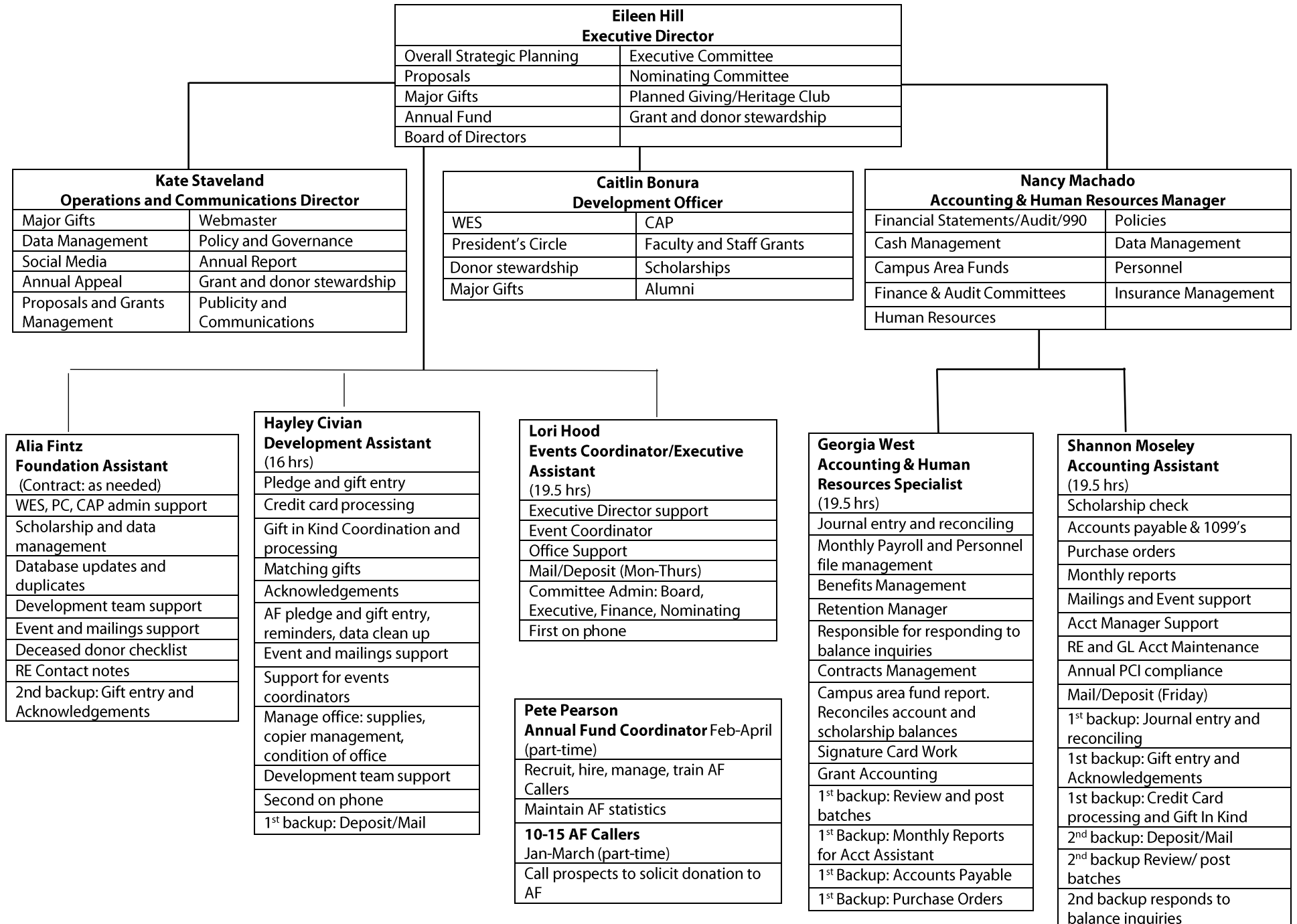
1. Personnel matters (discipline, dismissal, evaluations, and other confidential employee matters)
 2. Pending litigation (this includes actual litigation and threatened litigation)
 3. Real estate negotiations
 4. Labor negotiations (this includes salary negotiations)
 5. Threat to public facilities or services
- Public records/writings distributed to board members less than 72 hours before a regular meeting must be made available to the public at the time of distribution to the board. Such public records will be available at the CCF office or other location described on the agenda.
 - Brown Act bodies are prohibited from taking action on **items not appearing on the posted agenda**. There are, however, exceptions. For example, if the body, at a regular meeting, makes findings to add the item to the agenda: By a $\frac{2}{3}$ vote or, if less than $\frac{2}{3}$ of the body are present, by a unanimous vote, that action needs to be taken immediately and the need to take action occurred after posting the agenda for a regular meeting.

Cabrillo College Foundation Staff



CABRILLO COLLEGE FOUNDATION STAFF ORGANIZATIONAL CHART (MAJOR DUTIES)

Updated 9/4/2019



2019-20 Cabrillo College Foundation Committee Meetings and Events

Updated 8/15/2019

BOARD OF DIRECTORS

Tuesdays, 12:00-2:00 pm

Sesnon House Room 1804

New Member Orientation

September 10, 2019

10:00-11:00am

(Sesnon House Room 1824)

Walking Tour for Full Board:

September 10, 2019

11:00-11:45am

Meetings:

September 10, 2019

November 12, 2019

February 11, 2020

May 12, 2020

(Watsonville Center)

AUDIT

10:00-11:00 am

Sesnon House Room 1824

October 11, 2019

EXECUTIVE

Thursdays, 9:00-10:00 am

Sesnon House Room 1824

August 29, 2019 (9:00 – 10:30)

October 24, 2019

January 23, 2020

April 16, 2020

FINANCE AND

INVESTMENT

Thursdays, 9:00-10:00 am

Sesnon House Room 1824

August 15, 2019

October 10, 2019

December 5, 2019

(9:00 – 10:30)

March 26, 2020 (9:00 – 10:30)

CABRILLO

ADVANCEMENT

PROGRAM (CAP)

Sesnon House Room 1824

FACULTY GRANTS

Sesnon House Room 1824

NOMINATING

Sesnon House Room 1824

PRESIDENT'S CIRCLE

Sesnon House Room 1804

September 18, 2019

5:30 – 7:00 pm

(kick-off party)

9:00 am – 12:00 pm

(signing party)

5:30 pm – 7:00 pm

(wrap-up party)

WOMEN'S

EDUCATIONAL

SUCCESS (WES)

Sesnon House Room 1824

May 2020 TBD

11:00 am – 12:00 pm

September 2020 TBD

11:30 am – 1:30 pm

(Luncheon)

Horticulture Center

SCHOLARSHIP

Sesnon House Room 1824

August 13, 2019

10:00 – 11:00 am

EXCLUSIVE EVENTS

FOR PRESIDENT'S

CIRCLE MEMBERS

Lunch with CC President

\$5,000 + Members

March 2020 TBD

12:00 – 1:30 pm

Sesnon House

Sandy Lydon Historical Tour

\$1,000 + Members

March/April 2020 TBD

Winemakers Dinner

Sesnon House

\$2,500+ Members

May 2020 TBD

6:00 pm

Party

\$1,500+ Members

May 2020 TBD

5:30 pm

Feasting with Faculty

Sesnon House

\$10,000+ Members

TBD

6:00 pm

Cabrillo Stage Play

and PC Reception

\$1,000+ Members

Summer 2020 TBD

5:30 pm

Sesnon House

EVENT DATES

Colligan Scholarship

Ceremony

August 23, 2019

4:00 – 5:00 pm

Sesnon House

Scholarship Donor

Reception

October 24, 2019

4:00 – 6:00 pm

Sesnon House

Cabrillo 60th Anniversary

Celebration

November 3, 2019

3:00 – 5:00 pm

Watsonville Center

President's Circle

New Prospects Reception

December 4, 2019

5:30 – 7:30 pm

Shadowbrook

President's Holiday Party

December 6, 2019

5:30 pm

Sesnon House

Faculty and Staff Grants

Reception

January 2020 TBD

4:00-6:00pm

Sesnon House

Cabrillo Advancement

Program Ceremony

March 24, 2020

6:00 – 8:00 pm

Crocker Theater

High Achiever Scholarship

Ceremony

April 2020 TBD

4:00 – 6:00 pm

Sesnon House

American Dream

Scholarship Ceremony

May/June 2020 TBD

4:00 – 5:00 pm

Crocker Theater

2019-20 Cabrillo College Foundation Committee Roster – Updated 8/6/2019

BOARD OF DIRECTORS

Rob Allen
Pegi Ard, CFO
Ed Banks, College Trustee
Michele Bassi
Claire Biancalana, Vice President
Owen Brown, President
Linda Burroughs
Ceil Cirillo
Linda Downing
Sue Gochis, CC VP Student Services
David Heald
Matt Huffaker
Kelly Nesheim
Amy Newell
Ed Newman
Bradley Olin, VP Admin.
Services, Asst. Treasurer
William Ow, Past President
June Padilla Ponce
Patty Quillin
Maria Esther Rodriguez
Gun Ruder, Secretary
Karen Semingson
Rachael Spencer, College Trustee
Kate Terrell
Rachel Wedeen
Kathie Welch, VP of Instruction
Matt Wetstein, Asst. Secretary, CC President
Kristin Wilson, Faculty Representative
Donna Ziel, College Trustee

AUDIT

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

EXECUTIVE

Pegi Ard, CFO
Claire Biancalana, Vice President
Owen Brown, President
Linda Burroughs
David Heald
William Ow, Past President
Gun Ruder
Rachael Spencer
Matt Wetstein, CC President
Staff: Eileen Hill
Nancy Machado

FINANCE & INVESTMENTS

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

CABRILLO ADVANCEMENT PROGRAM (CAP)

Chair: Carrie Birkhofer
Rob Allen
Enrique Buelna
Sesario Escoto
Leola Lapidés
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 Lapidés
Jess Brown
Owen Brown
Linda Burroughs
William Ow
Stephen Snodgrass
Lead Staff: Eileen Hill

PRESIDENT'S CIRCLE

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

SCHOLARSHIP

Chair: Rachael Spencer
Claire Biancalana
Jess Brown
Ceil Cirillo
Virginia Coe
Linda Downing
Jan Furman
Rich Hart
Adele Miller
Corinne Miller
Julie Thiebaut
Rachel Wedeen
Jill Wilson
Staff: Caitlin Bonura

WOMEN'S EDUCATIONAL SUCCESS (WES)

Co-chairs:
Rhonda Bonett
Lindy Bixby
Peggy Downes Baskin, cofounder
Sue Broadston
Lynette Cleland
Cathy Conway
Freny Cooper
Mary Culley
Corrine Flanagan
Pam Goodman
Julie Hanks
Kathleen Jones
Janet Krassow
Leola Lapidés
Angie McClellan
Sue Nerton
Amy Newell
Mara Paladrani
Carolyn Parham
Tonee Picard
Patty Quillin
Cathy Richards-Bradley
Karen Semingson
Rachael Spencer, cofounder
Bunny Tavares
Kate Terrell
Karri White
Kristin Wilson
Donna Ziel

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