

# Cabrillo College FOUNDATION

## MEMORANDUM

### OFFICERS

#### PRESIDENT

Owen Brown

#### VICE PRESIDENT

Claire Biancalana

#### SECRETARY

Gun Ruder

#### CHIEF FINANCIAL

#### OFFICER

Pegi Ard

#### PAST PRESIDENT

William Ow

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Rob Allen

Michele Bassi

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Linda Downing

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Patty Quillin

Maria Esther Rodriguez

Karen Semingson

Kate Terrell

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#### COLLEGE TRUSTEE REPRESENTATIVES

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Rachael Spencer

Donna Ziel

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Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Kathleen Welch

VP Instruction

Kristin Wilson

Faculty Representative

#### EXECUTIVE DIRECTOR

Eileen Hill

**DATE:** January 16, 2020

**TO:** Pegi Ard, Claire Biancalana, Linda Burroughs, David Heald,  
William Ow, Gun Ruder, Rachael Spencer, Matt Wetstein

**FROM:** Owen Brown, CCF President

**STAFF:** Eileen Hill, Nancy Machado, Lori Hood

**SUBJECT: Executive Committee Meeting**  
**Thursday, January 23, 2020**  
**9:00 am – 10:00 am**  
**Cabrillo College, Sesnon House, Room 1824**  
**6500 Soquel Drive, Aptos, CA 95003**

Item	Responsibility	Page
<b>A. Regular Open Session</b>		
1. Welcome and Call to Order	O. Brown	
2. Approval of Agenda	O. Brown	

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.**

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3. October 24, 2019 meeting minutes	O. Brown	5 - 8
<b>B. Public Comment</b>		
1. Public Comment Opportunity	O. Brown	
<b>C. Reports</b>		
1. Cabrillo College President Report	M. Wetstein	9 - 10
2. Executive Director Report	E. Hill	11
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July 1, 2019 to January 13, 2020		
Outright Gifts:	\$1,537,308	
Unbooked Revocable Planned Gifts:	\$1,120,000	
Total:	\$2,657,308	
2.2 2019-20 Disbursements		14
<b>D. Action Items</b>		
1. Foundation Contribution to Measure R	E. Hill	15
2. Employee Paid Time Off Policy Revision	E. Hill	16
3. November 30, 2019 Financial Statements	P. Ard	
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<b>E. Informational Items</b>		
1. Review of CCF Investments	P. Ard	
1.1 Review of CCF Investments as of December 31, 2019		27 - 28
1.1.1 Traditional Pool Activity		
1.1.2 ESG Pool Activity		
1.1.3 Intermediate Term Activity (Nonendowed funds)		
1.1.4 Short Term Activity (Nonendowed funds)		
1.1.5 Title III Activity		
1.1.6 Title IV Activity		
2. Total Net Assets, Endowed Net Assets and Historical Gifts Chart as of November 30, 2020	P. Ard	29
3. President's Circle Campaign Update	C. Biancalana	30 - 34
4. Cabrillo Advancement Program Update	E. Hill	35
5. Faculty Grants	O. Brown	36 - 38
6. Scholarships	R. Spencer	39 - 41
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<b>F. Adjournment</b>		
1. Adjournment	O. Brown	

**UPCOMING EXECUTIVE MEETINGS:**

9:00 – 10:00 a.m.

Sesnon House, Room 1824

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Thursday, April 16, 2020

**Executive Committee 2019-20 Attendance Chart**

<b>Executive Committee Members</b>	8/29/19	10/24/19	1/23/20	4/16/20
Pegi Ard	P	P		
Claire Biancalana	A	A		
Owen Brown	P	P		
Linda Burroughs	P	A		
David Heald	P	P		
William Ow	P	P		
Gun Ruder	P	P		
Rachael Spencer	P	P		
Matt Wetstein	P	A		

P=Present, A=Absent, N/A=Not applicable, not on committee at that time. Attendance is based on the Executive Committee meeting minutes. Please call the Cabrillo College Foundation office if you believe this chart is in error.

**Cabrillo College Foundation  
Executive Committee Meeting Minutes  
October 24, 2019**

Present: Pegi Ard, Owen Brown, David Heald, William Ow, Gun Ruder, Rachael Spencer  
Absent: Claire Biancalana, Linda Burroughs, Matt Wetstein  
Staff: Eileen Hill, Nancy Machado, Lori Hood

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Call to Order – O. Brown called the meeting to order at 9:03 am

Approval of Agenda

**Motion: MSC: R. Spencer/ W. Ow.** The committee voted unanimously to approve the Executive Committee agenda.

Public Comment Opportunity

There were no members of the public in attendance.

Approve Executive Committee Minutes

**Motion: MSC: P. Ard/ G. Ruder.** Pegi Ard, Owen Brown, David Heald, William Ow, Gun Ruder and Rachael Spencer voted to approve the Executive Committee Minutes of August 29, 2019. Claire Biancalana, Linda Burroughs and Matt Wetstein were absent.

Cabrillo College President Report

Eileen Hill gave an overview of the priority projects that would be funded by the Bond. Among these projects are a science building for increased lab space, library renovations to include creating better spaces for students to gather, study and receive tutoring, renovations to the Student Services building consolidating all services in one building, modernization of all classrooms and a Watsonville Public Safety Center to train local police and fire fighters with a focus on keeping public safety personnel in Santa Cruz County.

William Ow reported on the CCFT (Cabrillo College Federation of Teachers) meeting held at Sesnon House on October 23 focusing on the Bond measure being proposed for the March 2020 ballot. William said the participants voiced the importance of getting the word out that the Foundation is supporting the bond. Questions were raised about what teachers and staff of Cabrillo and the Foundation can say or do to promote the bond. The consensus is that these groups can provide information but cannot ask for support of the bond. Participants felt that the current bond campaign is much more organized than the 2016 campaign and support from faculty and staff is stronger this time around.

Executive Director Report

Eileen reported that she has been working on the audit and the potential Bond campaign. She attended the CASE conference earlier in October and learned more about planned giving, tax reform and the need for emergency funding for students. Our WES program is a successful example of emergency funding and the committee discussed ideas to try and raise even more money for the program.

Eileen reported that we have many new scholarships in the works and she is working with 5 new legacy giving donors.

Eileen gave a graphical representation of the Foundation's disbursements to Cabrillo College and students from July 1, 2019 to September 30, 2019 totaling \$1,245,977, \$859,429 in scholarships to students.

#### Approve Financial Statements

The Executive Committee reviewed the June 30, 2019 Post-Audit Financial Statements. Pegi Ard reported as of June 30, 2019, the total assets were \$37.9M, \$3M over prior year. Net assets were \$35M, \$2.5M over prior year. The total revenue for unrestricted, non-endowed and endowed funds was \$6.6M. Total expenses were \$4.1M with a net surplus for all funds of \$2.4M. The total operating revenue was \$1.2M and expenses \$966K. The operating surplus was \$188K.

**Motion: MSC: G. Ruder/ W. Ow.** The committee voted unanimously to approve the June 30, 2019 Post-Audit Financial Statements.

Pegi Ard reported that there was nothing notable on the August 31, 2019 financial statements.

The Executive Committee reviewed the September 30, 2019 Financial Statements. Pegi Ard reported as of September 30, 2019, the total assets were \$36.8M, \$1.6M over prior year. Net assets were \$35M, \$1.4M over prior year. The total revenue for unrestricted, non-endowed and endowed funds was \$563K. Total expenses were \$588K with a net deficit for all funds of \$25K. The total operating revenue was \$271K and expenses \$190K. The operating surplus was \$81K.

**Motion: MSC: D. Heald/ G. Ruder.** The committee voted unanimously to approve the August 31, 2019 - September 30, 2019 Financial Statements

#### 2018-19 Audit Draft

The Audit Committee accepted the 2018-19 Draft Audit report on October 11, 2019 and is recommending Executive Committee accept the 2018-19 Draft Audit Report.

**Motion: MSC: R. Spencer/W. Ow.** The committee voted unanimously to accept and recommend the Cabrillo College Foundation 2018-19 Audit Draft with minor corrections to the Board of Directors.

#### Investment Activity review

##### **Investment Report – September 30, 2019**

- Our return on investments for the MS Long-Term Pool fiscal year to date as of September 30, 2019 (3 months) is as follows:

Actual Return:	-0.11%
Benchmark Return:	0.01%
Difference:	-0.12%

- Our return on investments for the MS ESG Long-Term Pool fiscal year to date as of September 30, 2019 (3 months) is as follows:

Actual Return:	0.82%
Benchmark Return:	0.44%
Difference:	0.38%

- Our return on investments for the MS Intermediate-Term Pool year to date as of September 30, 2019 (3 months) is as follows:

Actual Return:	0.69%
Benchmark Return:	0.69%
Difference:	0.00%

- Our return on investments for the MS Short-Term Pool fiscal year to date as of September 30, 2019 (3 months) is as follows:

Actual Return:	0.54%
Benchmark Return:	0.53%
Difference:	.01%

- Our return on investments for the MS Title III Pool fiscal year to date as of September 30, 2019 (3 months) is as follows:

Actual Return:	0.68%
Benchmark Return:	0.78%
Difference:	-0.10%

- Our return on investments for the MS Title V Pool fiscal year to date as of September 30, 2019 (3 months) is as follows:

Actual Return:	0.78%
Benchmark Return:	0.90%
Difference:	-0.12%

#### Net Assets, Endowed Net Assets and Historical Gifts Chart

The ending net assets balance as of September 30, 2019 was \$35,257,429. The endowed net assets balance was \$31,047,112. The endowed historical gifts value was \$25,763,427.

#### President's Circle

The 2019-20 campaign goal is \$386,000 and \$78,800 has been raised. Michele Bassi and Paula and Duf Fischer are Co-chairs for 2019-20. The President's Circle Kick-off Celebration was held on September 18 and committee members are personalizing invitations to join President's Circle now. Invitations will be mailed the first week of November. A new prospects reception will be held on December 4 at the Shadowbrook.

#### Women's Educational Success

Eileen Hill reported that \$153,881 has been raised bringing the endowment to \$2M. \$80,000 will be awarded this year.

#### Scholarships

Eileen Hill reported that 7 new scholarships are being established and a Scholarship Donor Reception is scheduled for October 24 at Sesnon House.

#### Faculty Grants

Owen Brown reported that we have \$107K available to award this year – the most we've ever awarded. The deadline to submit proposals was October 15th and we received 57 proposals from staff and faculty. Division Deans are currently reviewing all proposals and once approved, the proposals will be submitted to grants committees for funding consideration. The Faculty Grants Selection Committee will meet on November 20 to review proposals and select projects to award

#### Committee Calendar & Roster

#### Adjournment

The meeting was adjourned at 10:01 am

Respectfully submitted,



Eileen Hill, Executive Director

**Next Meeting:**  
**Thursday, January 23, 2020**  
9:00 – 10:00 am  
Sesnon House, Room 1824

**Executive Committee 2019-20 Attendance Chart**

<b>Executive Committee Members</b>	<b>8/29/19</b>	<b>10/24/19</b>		
Pegi Ard	P	P		
Claire Biancalana	A	A		
Owen Brown	P	P		
Linda Burroughs	P	A		
David Heald	P	P		
William Ow	P	P		
Gun Ruder	P	P		
Rachael Spencer	P	P		
Matt Wetstein	P	A		

P=Present, A=Absent, N/A=Not applicable, not on committee at that time. Attendance is based on the Executive Committee meeting minutes. Please call the Cabrillo College Foundation office if you believe this chart is in error.



Board of Trustees Report, January 13, 2020  
Matt Wetstein

### **Holiday Cheer**

The close of the fall term always brings holiday cheer to the forefront. Here are a couple of Cabrillo photographs from just before the Holiday – one from the Veterans Information Center Holiday party (hamming it up with Student Santa), and one from the employees Ugly Holiday Sweater, Tasteful Pajamas, Sports Team apparel day.



### **Housing & Food Insecurity Conference**

Several Cabrillo faculty and staff attended the second annual Real College California Summit at Laney College on Dec. 5. Karen Reyes and Joel Campos were front and center presenting on the partnership between Cabrillo College and Second Harvest Foodbank. Photos from the conference are provided on the top of the next page.



In the table below are some of the events and activities I have been involved with over the last month (since December 2, 2019).

College Events, Meetings and Visits	Community Events and Visits
College Planning Committee, 12/4	ACCJC Team Chair Training for Ohlone, 12/3
Guided Pathways Meeting, 12/4	Foundation President's Circle Event, 12/4
GOAL Board Meeting, 12/9	Affordability & Housing Task Force, 12/4
SCFF Funding Formula Webinar, 12/10	Real College Affordability Summit, 12/5
Faculty Senate Meeting, 12/10	Foundation Holiday Party, 12/5
Meeting with Veteran Students, 12/11	Symphony League Home Tour, 12/7 & 12/8
Budget Committee, 12/11	Interview for Growing Up in SC, 12/9
Dinner with Diego Navarro, 12/11	Live Oak Cradle to Career Night, 12/10
Stroke & Disability Center Holiday Party, 12/12	Meeting with Pete Montgomery, 12/11
Meeting with Marcelo Noguiera, 12/12	Santa Cruz County Business Council, 12/11
Veterans Center Holiday Party, 12/12	Aptos Chamber of Commerce, 12/12
Office Hours in Watsonville, 12/13	SC Chamber of Commerce Committee, 12/12
Office Hours in Aptos, 12/13	Meeting with Sheriff Hart, 12/13
Meeting re: UCLA Honors Program Review, 12/16	Rehearsal for Agape Nutcracker, 12/13
Dinner with Yasmina Porter, 12/16	Lunch with Fred Keeley, 12/18
Meeting with C. Conklin & M. Morton, 12/17	Aptos Rotary Club, 12/19
President's Round Table, 12/18	Nutcracker performances, 12/20 to 22
Sandy Lydon & Eileen Hill, 12/19	Rotary Member Meeting, 1/6
Meeting with Carol Jacobs-Nelson, 1/6	NAACP Meeting, 1/6
Review of Board Agenda w/ Leticia Mendoza, 1/6	Filming of CTE Intro by Lucid, 1/9
Women's & Men's Basketball, 1/9	Mid-County Democrats Meeting, 1/9
Office Hours in Aptos, 1/10	Lunch with Cynthia Matthews, 1/10
Office Hours in Watsonville, 1/10	Bay Area Regional Cyber Security Event, 1/11
	Woodwinds of Winter Concert, 1/12

# Executive Director Report: January 2020

## Administration

- Cabrillo Bond: March 2020
- Budget work
- Preparing for staff reviews
- Learning more about IRAs
- Annual Fund phone campaign
- Event planning



## Fundraising

- 2019-20 fundraising goal is \$3M and \$1,537,308 has been raised and \$1,120,000 has been added in unbooked planned gifts
- President's Circle: \$388,285 raised towards \$380K goal
- Women's Educational Success: \$80,000 is allocated this year in emergency grants for students
- Scholarships: fundraising for existing and new scholarships is ongoing (7 new endowed scholarships)
  - solicitation: 361 letters sent, 200 with personal notes
  - administration: applications, selecting, awarding
- Legacy Giving: working on MOCI for \$1M estate gift, 2 MOCIs established for new donors



## Upcoming Events

- Faculty and Staff Grants Reception: January 23, 4:00 – 6:00 pm, Sesnon House
- Board of Directors Meeting: February 11, 12:00 – 2:00 pm, Sesnon House
- CAP Awards Ceremony: March 24, 6:00 – 8:00 pm, Crocker Theater



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### EXECUTIVE DIRECTOR

Eileen Hill

## MEMORANDUM

**Date:** January 16, 2020  
**To:** Executive Committee  
**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 - 1/13/20	2019- 20 Target	
\$361,877	\$385,000	President's Circle
\$0	\$50,000	Annual Fund
\$171,727	\$175,000	Women's Educational Success
\$210,321	\$150,000	Cabrillo Advancement Program (Endowed)
\$231,072	\$500,000	Scholarships (Endowed)
\$87,520	\$250,000	Scholarships (Nonendowed)
\$211,621	\$490,000	Faculty/Department Support (Faculty Grants, Allied Health, Athletics, VAPA, etc.)
\$4,000	\$250,000	Student Support Services (Disabled student services, internships, tutoring, etc.)
\$259,170	\$250,000	Donor directed interests
\$1,120,000	\$500,000	Unbooked Planned Gifts
<b>\$2,657,308</b>	<b>\$3,000,000</b>	<b>TOTAL</b>



# Cabrillo College FOUNDATION

DATE: January 16, 2020

TO: Executive Committee

FROM: Eileen Hill

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Eileen Hill

July 1, 2019 to January 13, 2020

2019-20 Outright Gifts Fundraising Total

\$ 1,537,308

2019-20 Unbooked Revocable Planned Gifts

\$ 1,120,000

**Total**

**\$ 2,657,308**

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2019-20 Fundraising Goal for Outright and Unbooked Revocable Planned Gifts	\$ 3,000,000
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Recorded Gifts 07-01-19 to 01-13-20:

Monterey Peninsula Foundation (Web Design for Cabrillo)	\$ 200,000
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The Barbara Samper Foundation (CAP)	\$ 125,000
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Joan Griffiths (President's Circle, WES & Scholarships)	\$ 60,508
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Paul & Pat Shirley (CAP)	\$ 50,500
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Elliott Mozée Estate (Scholarships)	\$ 35,000
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Betty Ann Altman (Scholarship)	\$ 34,923
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Nancy Gregg Estate (Unrestricted)	\$ 34,170
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Davidson Family Foundation (Engineering)	\$ 25,000
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Vertical Raise Trust Account (Baseball)	\$ 20,613
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Sheri Watson-Riley (Scholarship)	\$ 20,030
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Esther & Gerry Levandoski (President's Circle & CAP)	\$ 15,386
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Rick & Ruth Moe (President's Circle, WES)	\$ 15,364
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Edward & Debra Menges (Scholarship)	\$ 15,100
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William & Lupe Burgstrom (CAP)	\$ 15,000
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Bruce Berwald (Scholarship)	\$ 15,000
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Edward Newman & Leslie Christie (President's Circle)	\$ 15,000
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Craig Rowell & Corinda Ray (Scholarship & WES)	\$ 12,300
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Topsy Smalley (WES, Library, Stroke Center, Tutorials, Symphonic Chorus,	\$ 12,250
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Theatre & Engineering)

Bill & Brigid Simpkins (Water Polo, Stroke Center & CAP)	\$ 11,500
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Ow Family Properties (Stroke Center & WES)	\$ 10,500
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Anonymous (President's Circle & WES)	\$ 10,100
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The Peggy & Jack Baskin Foundation (WES)	\$ 10,000
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Richard & Laurie Brueckner (Scholarship)	\$ 10,000
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Brian & Patti Herman (WES)	\$ 10,000
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Thomas Sourisseau (President's Circle)	\$ 10,000
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Rachael Spencer & Kevin Rooney (President's Circle, WES & Scholarship)	\$ 10,000
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Peter Weber & Victor Ruder (Scholarship)	\$ 10,000
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Jill & Dick Wilson (Scholarship)	\$ 10,000
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Miles & Rosanne Reiter (President's Circle)	\$ 9,800
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Rachel Wedeen (President's Circle, WES)	\$ 8,950
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Susan Bruckner (Scholarship)	\$ 8,100
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Merritt S. Duncan Trust (Scholarship)	\$ 7,500
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Sarah Hulick (Scholarship)	\$ 7,020
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Gifts under \$7,000 (1,217 of 1,250 total donors)	\$ 673,144
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Total Secured Gifts	<b>\$ 1,537,308</b>
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Total Unbooked Revocable Planned Gifts	<b>\$ 1,120,000</b>
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<b>TOTAL</b>	<b>\$ 2,657,308</b>
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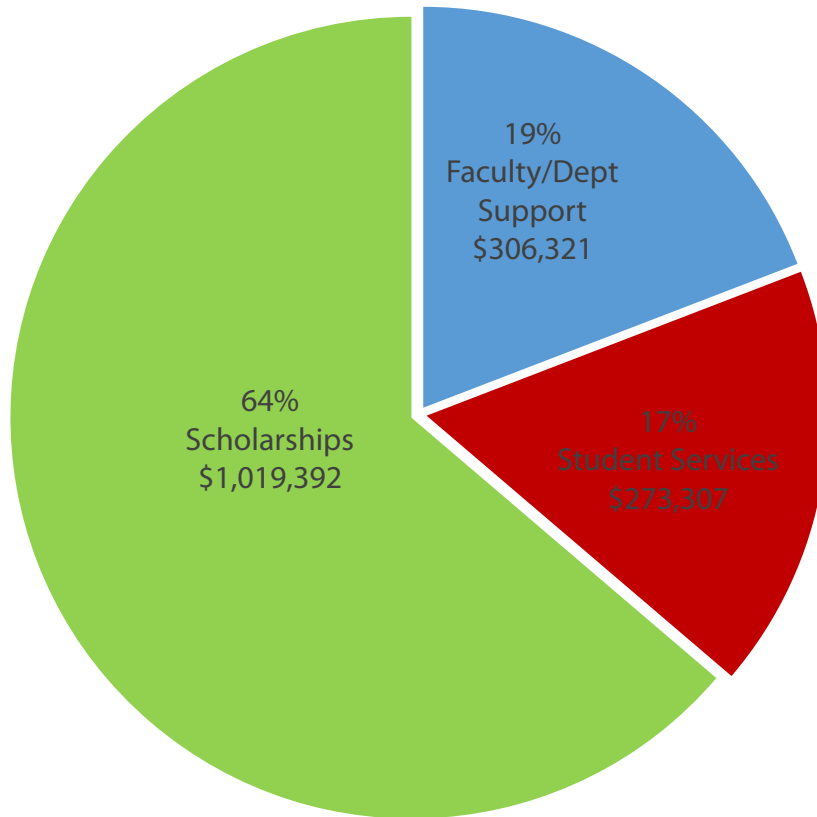
**Notes:** 1. For 2019-20, The Cabrillo College Foundation has been notified of three planned gifts.

2. The cumulative unbooked revocable planned gifts total is \$25,245,000.

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# Cabrillo College FOUNDATION

**Disbursements to Cabrillo College and Students**  
**July 1, 2019 to December 31, 2019**  
**Total: \$1,599,020**



<b>Faculty/Department Support</b> (Nursing, Stroke Center, Dental Hygiene, Peace Library)	19%	\$306,321
<b>Student Support Services</b> (Foster Youth, Tutoring, CAP, Girls in Engineering)	17%	\$273,307
<b>Scholarships</b>	64%	\$1,019,392
	<b>TOTAL</b>	<b>\$1,599,020</b>

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### EXECUTIVE DIRECTOR

Eileen Hill

## MEMORANDUM

DATE: January 16, 2020

TO: Executive Committee

FROM: Eileen Hill

SUBJECT: Approve Funding for Cabrillo's Yes on Measure R Campaign

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### **CABRILLO COLLEGE FOUNDATION BOND SUPPORT**

The Friends of Cabrillo College, Yes on Measure R Committee is raising \$350,000 to fund the campaign to pass Measure R.

According to the Fair Political Practice Commission (FPPC) the Cabrillo College Foundation is legally able to contribute up to \$49,999 to Measure R without being listed as Major Donor on all bond campaign materials and does not exceed the Internal Revenue Code Section 501(h) election limits. Furthermore, per FPPC rules, the foundation is legally able to provide funding to Measure R by using non donor funds (e.g., investment income, interest income, capital gains).

The Cabrillo College Foundation operating reserve fund currently equals \$489,805. We have met our 6 month operating reserve goal for 2019-2020. The proposed contribution of \$49,999 is within legal limits and provides significant support to the campaign.

### **RECOMMENDED MOTION**

Approve and recommend to the Board of Directors a donation in the amount of \$49,999 from the Cabrillo College Foundation from operational reserves, comprised of non donor funds, and within the IRS 501(h) election limits, to support Measure R.

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### EXECUTIVE DIRECTOR

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## MEMORANDUM

**DATE:** January 16, 2020

**TO:** Executive Committee

**FROM:** Eileen Hill

**SUBJECT:** Update to Personnel Handbook Paid Time Off (PTO) accrual policy

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### **BACKGROUND**

Our Personnel Policy allows PTO eligible employees to accrue a maximum of two years of PTO. Upon reaching the maximum, employees cease to accrue PTO until they have reduced their PTO hours by a minimum of 8 hours. Accrual will then resume until the maximum level has been once again reached.

Employees are encouraged to use their PTO throughout the year, however, there are years when they are unable to fully use their PTO balance.

The Cabrillo College Foundation would like to follow Cabrillo College District policy and allow employees who have reached their maximum PTO level to cash out up to 80 hours between July 1<sup>st</sup> and June 30<sup>th</sup> annually, provided they retain a minimum balance of 80 hours of PTO.

### **RECOMMENDED MOTION**

Approve and recommend to the Board of Directors to update the PTO accrual policy to allow employees who have reached their maximum PTO level to cash out up to 80 hours per year, provided a minimum balance of 80 hours of PTO is retained.



**CABRILLO COLLEGE FOUNDATION**  
**November 30, 2019 Condensed Narrative**  
**Updated January 14, 2020**

**(1) Balance Sheet**

- **Total Assets:**  
Total assets of \$38.0M are \$4M over prior year.
- **Receivables:**  
Total pledges receivable are \$804K more than prior year.
- **Liabilities:**  
Total Liabilities of \$1.5M are \$241K over prior year. This is due to the increase in the amount of each CAP scholarship for all students in CAP and adding 10 more students from CAP Branciforte Middle School.
- **Net Assets:**  
Total net assets of \$36.5M are \$3.6M over prior year.

**(2) Income Statement**

- **Revenue:**  
Earned income as of November 30, 2019 is \$1.1M compared to the prior year balance of -\$488K due to investment losses, less gift facilitation and proposal indirect income. Contributed income of \$1.1M is \$382K less than prior year.
- **Expenses:**  
Total Expenses of \$968K are \$36K less than prior year due to timing differences and a prior year \$20K in-kind expense.
- **Surplus/Deficit:**  
As of November 30, 2019, the Cabrillo College Foundation has a \$1.2M surplus compared to prior year income \$49K.

**(3) Operational Budget to Actual**

- **Revenue:**  
Operating revenue of \$393K is \$40K favorable vs budget. The President's Circle donations are ahead of plan by \$6K and unrestricted income is \$28K favorable (\$32K unrestricted bequest).
- **Expenses:**  
Operating expenses of \$362K are \$28K favorable vs projection.

- **Surplus/Deficit:**

The operating fund surplus is \$31K compared to \$29K last year. There were salary and benefit savings during July and August due to the Development Officer's leave of absence.

#### **(4) Investment Report**

- Our return on investments for the MS Long-Term Pool fiscal year to date as of December 31, 2019 (6 months) is as follows:

Actual Return:	5.77%
Benchmark Return:	5.72%
Difference:	0.05%

- Our return on investments for the MS ESG Long-Term Pool fiscal year to date as of December 31, 2019 (6 months) is as follows:

Actual Return:	7.03%
Benchmark Return:	6.90%
Difference:	0.13%

- Our return on investments for the MS Intermediate-Term Pool year to date as of December 31, 2019 (6 months) is as follows:

Actual Return:	1.14%
Benchmark Return:	1.29%
Difference:	- 0.15%

- Our return on investments for the MS Short-Term Pool fiscal year to date as of December 31, 2019 (6 months) is as follows:

Actual Return:	0.91%
Benchmark Return:	0.97%
Difference:	-0.06%

- Our return on investments for the MS Title III Pool fiscal year to date as of December 31, 2019 (6 months) is as follows:

Actual Return:	3.21%
Benchmark Return:	3.41%
Difference:	-0.20%

- Our return on investments for the MS Title V Pool fiscal year to date as of December 31, 2019 (6 months) is as follows:

Actual Return:	3.71%
Benchmark Return:	3.92%
Difference:	-0.22%

**Cabrillo College Foundation**  
**Balance Sheet as of November 30, 2019**  
 With Comparative Totals as of November 30, 2018

	Operating 11/30/19 A	Nonendowed 11/30/19 B	Endowed 11/30/19 C	Total 11/30/19 D	Total 11/30/18 E
<b>ASSETS</b>					
CASH AND INVESTMENTS					
CASH					
WELLS FARGO BANK	\$0	\$0	\$0	\$0	\$196,988
LIGHTHOUSE BANK	\$11,902	\$817	\$6,231	\$18,950	\$94,866
LIGHTHOUSE BANK SWEEP	\$156,520	\$307,985	\$52,425	\$516,930	\$0
BAY FEDERAL CREDIT UNION	\$6,166	\$0	\$1,290	\$7,455	\$7,450
BAY FEDERAL CREDIT UNION	\$174,277	\$0	\$0	\$174,277	\$173,161
MORGAN STANLEY MID TERM POOL	\$381,240	\$494,205	\$0	\$875,444	\$304,318
MORGAN STANLEY NONENDOWED	\$596,887	\$2,361,142	\$0	\$2,958,029	\$3,186,333
MORGAN STANLEY GIFT RECEIPT	\$17,364	\$0	\$57,008	\$74,372	\$438
SANTA CRUZ COUNTY BANK	\$79,229	\$0	\$0	\$79,229	\$207,426
LIGHTHOUSE BANK	\$0	\$0	\$0	\$0	\$154,756
SUBTOTAL CASH	\$1,423,585	\$3,164,149	\$116,954	\$4,704,687	\$4,325,735
INVESTMENTS					
MORGAN STANLEY TITLE III/V HOLDING	\$13	\$0	\$1,500	\$1,513	\$22,538
MORGAN STANLEY LONG TERM POOL	\$0	\$0	\$29,149,769	\$29,149,769	\$26,786,693
MORGAN STANLEY TITLE V	\$0	\$0	\$1,167,206	\$1,167,206	\$1,114,672
MORGAN STANLEY TITLE III	\$0	\$0	\$250,637	\$250,637	\$181,465
MORGAN STANLEY ESG	\$0	\$0	\$1,121,326	\$1,121,326	\$936,708
SUBTOTAL INVESTMENTS	\$13	\$0	\$31,690,438	\$31,690,451	\$29,042,076
TOTAL CASH AND INVESTMENTS	\$1,423,598	\$3,164,149	\$31,807,392	\$36,395,138	\$33,367,811
RECEIVABLES					
PLEDGES					
PLEDGES - UNRESTRICTED	\$14,554	\$0	\$0	\$14,554	\$24,824
PLEDGES - ANNUAL FUND	\$14,625	\$0	\$0	\$14,625	\$29,650
PLEDGES - RESTRICTED	\$0	\$221,636	\$1,060,658	\$1,282,294	\$458,539
ALLOWANCE FOR UNCOLLECTIBLE PLEDGES	(\$5,124)	\$0	\$0	(\$5,124)	(\$10,682)
SUBTOTAL PLEDGES	\$24,055	\$221,636	\$1,060,658	\$1,306,350	\$502,331
ACCOUNTS RECEIVABLE					

**Cabrillo College Foundation**  
**Balance Sheet as of November 30, 2019**  
 With Comparative Totals as of November 30, 2018

	Operating 11/30/19 A	Nonendowed 11/30/19 B	Endowed 11/30/19 C	Total 11/30/19 D	Total 11/30/18 E
ACCOUNTS RECEIVABLE	\$0	\$257	\$0	\$257	\$633
TOTAL ACCOUNTS RECEIVABLE	\$0	\$257	\$0	\$257	\$633
OTHER RECEIVABLES					
SPLIT INTEREST AGREEMENTS	\$59,557	\$63,657	\$11,707	\$134,920	\$159,672
SUBTOTAL OTHER RECEIVABLES	\$59,557	\$63,657	\$11,707	\$134,920	\$159,672
TOTAL RECEIVABLES	\$83,612	\$285,550	\$1,072,365	\$1,441,527	\$662,636
FIXED ASSETS					
OFFICE EQUIPMENT	\$36,303	\$0	\$0	\$36,303	\$49,099
ACCUMULATED DEPRECIATION	(\$32,771)	\$0	\$0	(\$32,771)	(\$44,356)
TOTAL FIXED ASSETS (NET)	\$3,531	\$0	\$0	\$3,531	\$4,743
PREPAID EXPENSES	\$11,379	\$0	\$0	\$11,379	\$5,816
PREPAID RETIREMENT EXPENSE	\$23,173	\$0	\$0	\$23,173	\$16,303
DEFERRED OUTFLOWS - FY PERS EXPENSE	\$30,779	\$0	\$0	\$30,779	\$28,721
DEFERRED OUTFLOWS - PENSION INVESTMENTS	\$70,315	\$0	\$0	\$70,315	\$84,962
<b>TOTAL ASSETS</b>	<b>\$1,646,387</b>	<b>\$3,449,699</b>	<b>\$32,879,756</b>	<b>\$37,975,843</b>	<b>\$34,170,991</b>

**Cabrillo College Foundation**  
**Balance Sheet as of November 30, 2019**  
 With Comparative Totals as of November 30, 2018

	Operating 11/30/19 A	Nonendowed 11/30/19 B	Endowed 11/30/19 C	Total 11/30/19 D	Total 11/30/18 E
<b>LIABILITIES AND NET ASSETS</b>					
<b>LIABILITIES</b>					
PAYABLES AND ACCRUED EXPENSES					
ACCOUNTS PAYABLE	\$12,430	\$8,177	\$2,000	\$22,607	\$18,543
ACCRUED PTO	\$59,407	\$0	\$0	\$59,407	\$50,078
ACCRUED HEALTH BENEFITS	\$51,537	\$0	\$0	\$51,537	\$22,259
PAYROLL WITHHOLDINGS	\$0	\$0	\$0	\$0	\$2,235
SECTION 125 WITHHOLDINGS	\$975	\$0	\$0	\$975	\$150
EMPLOYEE PORTION OF BENEFITS	\$80	\$0	\$0	\$80	\$0
ACCRUED RETIREE MEDICAL BENEFITS	\$120,755	\$0	\$0	\$120,755	\$117,453
UNFUNDED PERS PENSION LIABILITY	\$446,969	\$0	\$0	\$446,969	\$406,031
DEFERRED INFLOWS - PERS	\$18,324	\$0	\$0	\$18,324	\$13,198
SUBTOTAL PAYABLES, ACCRUED EXPENSES	\$710,477	\$8,177	\$2,000	\$720,654	\$629,947
SCHOLARSHIPS AWARDED					
CAP SCHOLARSHIPS	\$0	\$33,997	\$669,003	\$703,000	\$520,347
ENDOWED SCHOLARSHIPS	\$0	\$0	\$18,500	\$18,500	\$8,500
ANNUAL SCHOLARSHIPS	\$0	\$77,320	\$0	\$77,320	\$82,528
SUBTOTAL SCHOLARSHIPS AWARDED	\$0	\$111,317	\$687,503	\$798,820	\$611,375
WES GRANTS PAYABLE					
WES GRANTS	\$0	\$0	\$246	\$246	\$37,201
SUBTOTAL WES GRANTS PAYABLE	\$0	\$0	\$246	\$246	\$37,201
<b>TOTAL LIABILITIES</b>	<b>\$710,477</b>	<b>\$119,493</b>	<b>\$689,749</b>	<b>\$1,519,719</b>	<b>\$1,278,523</b>
<b>NET ASSETS</b>					
OPERATING NET ASSETS					
DESIGNATED-OPERATING RESERVE	\$489,805	\$0	\$0	\$489,805	\$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	\$60,705	\$0	\$0	\$60,705	\$54,078
UNDESIGNATED	\$66,098	\$0	\$0	\$66,098	\$28,526
SUBTOTAL OPERATING NET ASSETS	\$935,910	\$0	\$0	\$935,910	\$745,922

**Cabrillo College Foundation**  
**Balance Sheet as of November 30, 2019**  
 With Comparative Totals as of November 30, 2018

	Operating 11/30/19 A	Nonendowed 11/30/19 B	Endowed 11/30/19 C	Total 11/30/19 D	Total 11/30/18 E
NET ASSETS - NONENDOWED	\$0	\$3,330,206	\$0	\$3,330,206	\$3,475,106
NET ASSETS - ENDOWED	\$0	\$0	\$32,190,007	\$32,190,007	\$28,671,440
<b>TOTAL NET ASSETS</b>	<b>\$935,910</b>	<b>\$3,330,206</b>	<b>\$32,190,007</b>	<b>\$36,456,123</b>	<b>\$32,892,468</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$1,646,387</b>	<b>\$3,449,699</b>	<b>\$32,879,756</b>	<b>\$37,975,843</b>	<b>\$34,170,991</b>
 BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS	 \$905,129	 \$3,273,932	 \$31,103,044	 \$35,282,105	 \$32,843,644
 NET SURPLUS/(DEFICIT)	 \$30,781	 \$56,274	 \$1,086,963	 \$1,174,018	 \$48,824
 <b>ENDING NET ASSETS</b>	 <b>\$935,910</b>	 <b>\$3,330,206</b>	 <b>\$32,190,007</b>	 <b>\$36,456,123</b>	 <b>\$32,892,468</b>

**Cabrillo College Foundation**  
**Income Statement by Fund as of November 30, 2019**  
 With Comparative Totals as of November 30, 2018

	Operating 11/30/19 A	Nonendowed 11/30/19 B	Endowed 11/30/19 C	Total 11/30/19 D	Total 11/30/18 E
<b>REVENUE</b>					
EARNED INCOME					
INTEREST AND DIVIDENDS	\$39,572	\$0	\$281,339	\$320,911	\$323,951
UNREALIZED GAIN/LOSS ON SECURITIES	(\$7,188)	\$0	\$619,745	\$612,557	(\$1,067,515)
REALIZED GAINS/LOSSES	\$2,180	\$0	(\$29,249)	(\$27,069)	\$81,775
FEE INCOME	\$25,654	\$0	\$0	\$25,654	\$50,929
OPERATIONAL ENDOWMENT PAYOUT	\$14,276	\$0	\$0	\$14,276	\$14,122
ENDOWMENT MANAGEMENT FEE	\$108,899	\$0	\$0	\$108,899	\$108,841
<b>TOTAL EARNED INCOME</b>	<b>\$183,393</b>	<b>\$0</b>	<b>\$871,835</b>	<b>\$1,055,229</b>	<b>(\$487,896)</b>
CONTRIBUTED INCOME					
RESTRICTED CONTRIBUTIONS	\$0	\$372,719	\$496,679	\$869,398	\$1,265,556
OTHER INCOME	\$1,820	\$0	\$0	\$1,820	\$0
ANNUAL FUND	\$670	\$0	\$0	\$670	\$2,420
PRESIDENT'S CIRCLE GIFTS	\$161,158	\$0	\$0	\$161,158	\$149,008
UNRESTRICTED GIFTS	\$35,743	\$0	\$0	\$35,743	\$15,139
INTERFUND CONTRIBUTIONS	\$0	(\$10,977)	\$10,977	\$0	\$0
IN KIND REVENUE	\$0	\$7,884	\$0	\$7,884	\$26,602
IN KIND REVENUE-RENT	\$9,880	\$0	\$0	\$9,880	\$9,880
<b>TOTAL CONTRIBUTED INCOME</b>	<b>\$209,270</b>	<b>\$369,626</b>	<b>\$507,657</b>	<b>\$1,086,552</b>	<b>\$1,468,604</b>
<b>TOTAL REVENUE</b>	<b>\$392,663</b>	<b>\$369,626</b>	<b>\$1,379,492</b>	<b>\$2,141,781</b>	<b>\$980,708</b>
<b>EXPENSES</b>					
SALARIES & WAGES					
SALARIES & WAGES	\$176,794	\$0	\$2,754	\$179,548	\$192,382
<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$176,794</b>	<b>\$0</b>	<b>\$2,754</b>	<b>\$179,548</b>	<b>\$192,382</b>
PAYROLL TAXES, BENEFITS					
PAYROLL TAXES, BENEFITS	\$94,464	\$0	\$297	\$94,762	\$92,053
<b>TOTAL PAYROLL TAXES, BENEFITS</b>	<b>\$94,464</b>	<b>\$0</b>	<b>\$297</b>	<b>\$94,762</b>	<b>\$92,053</b>
ADVERTISING	\$0	\$0	\$0	\$0	\$44
PRINTING	\$12,614	\$0	\$0	\$12,614	\$11,494
PHOTOS	\$1,750	\$0	\$0	\$1,750	\$550
CONSULTANTS	\$23,628	\$0	\$0	\$23,628	\$20,300

**Cabrillo College Foundation**  
**Income Statement by Fund as of November 30, 2019**  
 With Comparative Totals as of November 30, 2018

	Operating 11/30/19 A	Nonendowed 11/30/19 B	Endowed 11/30/19 C	Total 11/30/19 D	Total 11/30/18 E
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$22,507	\$0	\$0	\$22,507	\$5,550
OFFICE EQUIP & MAINTENANCE					
OFFICE EQUIPMENT	\$364	\$0	\$0	\$364	\$277
DEPRECIATION EXPENSE	\$505	\$0	\$0	\$505	\$505
SOFTWARE MAINTENANCE	\$5,227	\$0	\$0	\$5,227	\$11,708
TOTAL OFFICE EQUIP & MAINTENANCE	\$6,095	\$0	\$0	\$6,095	\$12,490
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$0	\$0	\$0	\$0	\$209
OFFICE SUPPLIES	\$2,446	\$0	\$0	\$2,446	\$2,538
POSTAGE & MAILING SERVICE	\$3,169	\$0	\$0	\$3,169	\$4,070
BOARD EXPENSES	\$1,704	\$0	\$0	\$1,704	(\$385)
OTHER EXPENSES					
MISCELLANEOUS	\$350	\$0	\$0	\$350	\$192
UNCOLLECTIBLE PLEDGES	(\$1,584)	\$0	\$0	(\$1,584)	\$692
MILEAGE & PARKING	\$338	\$0	\$0	\$338	\$70
INTERNET SERVICE	\$543	\$0	\$0	\$543	\$529
IT HOSTING SERVICE	\$350	\$0	\$0	\$350	\$350
BANK CHARGES	\$2,099	\$0	\$0	\$2,099	\$1,822
INVESTMENT FEES	\$1,833	\$0	\$66,221	\$68,054	\$77,702
MANAGEMENT FEES	\$0	\$0	\$108,899	\$108,899	\$108,841
DIRECTOR/OFFICER LIABILITY INS	\$1,275	\$0	\$0	\$1,275	\$1,253
LIABILITY AND PROPERTY INSURANCE	\$1,627	\$0	\$0	\$1,627	\$1,617
TOTAL OTHER EXPENSES	\$6,830	\$0	\$175,120	\$181,951	\$193,069
IN KIND EXPENSE	\$0	\$7,884	\$0	\$7,884	\$26,602
IN KIND EXPENSE - RENT	\$9,880	\$0	\$0	\$9,880	\$9,880
NONENDOWED PROGRAM EXPENSES	\$0	\$179,128	\$0	\$179,128	\$170,493
ENDOWED PROGRAM EXPENSES	\$0	\$0	\$29,329	\$29,329	\$124,790
SCHOLARSHIPS	\$0	\$126,339	\$85,028	\$211,367	\$65,754
<b>TOTAL EXPENSES</b>	<b>\$361,882</b>	<b>\$313,352</b>	<b>\$292,529</b>	<b>\$967,763</b>	<b>\$931,884</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$30,781</b>	<b>\$56,274</b>	<b>\$1,086,963</b>	<b>\$1,174,018</b>	<b>\$48,824</b>



# Cabrillo College Foundation

## Income Statement - Operating Budget as of 11/30/19

### With Comparative Totals as of 11/30/18

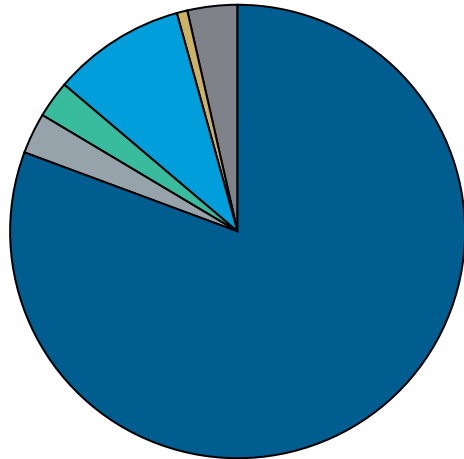
	18-19 Actual 5 Months A	19-20 Actual 5 Months B	19-20 Budget 5 Months C	19-20 Actual To 19-20 Budget D	19-20 5 Mos. and 7 Mos. Projected E	19/20 Annual Budget (Approved 5/14/19) F	Variance 19-20 5 Mos. Actual & 7 Mos. Projected to 19-20 Budget G
<b>REVENUE</b>							
EARNED INCOME							
INTEREST AND DIVIDENDS	\$28,170	\$39,572	\$28,750	\$10,822	\$84,000	\$69,000	\$15,000
UNREALIZED GAIN/LOSS ON SECURITIES	(\$496)	(\$7,188)	\$0	(\$7,188)	\$10,188	\$0	\$10,188
REALIZED GAINS/LOSSES	\$476	\$2,180	\$0	\$2,180	\$3,584	\$0	\$3,584
FEE INCOME	\$50,929	\$25,654	\$28,771	(\$3,117)	\$97,785	\$97,785	\$0
OPERATIONAL ENDOWMENT PAYOUT	\$14,122	\$14,276	\$15,500	(\$1,224)	\$14,276	\$15,500	(\$1,224)
ENDOWMENT MANAGEMENT FEE	\$108,841	\$108,899	\$104,240	\$4,659	\$416,961	\$416,961	\$0
TOTAL EARNED INCOME	\$202,044	\$183,393	\$177,261	\$6,132	\$626,794	\$599,246	\$27,548
CONTRIBUTED INCOME							
OTHER INCOME	\$0	\$1,820	\$0	\$1,820	\$1,820	\$0	\$1,820
ANNUAL FUND	\$2,420	\$670	\$2,500	(\$1,830)	\$50,000	\$50,000	\$0
PRESIDENT'S CIRCLE GIFTS	\$149,008	\$161,158	\$155,000	\$6,158	\$366,000	\$366,000	\$0
UNRESTRICTED GIFTS	\$15,139	\$35,743	\$8,000	\$27,743	\$35,743	\$20,000	\$15,743
INTERFUND CONTRIBUTIONS	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0
IN KIND REVENUE-RENT	\$9,880	\$9,880	\$9,880	\$0	\$23,712	\$23,712	\$0
TOTAL CONTRIBUTED INCOME	\$180,447	\$209,270	\$175,380	\$33,890	\$477,275	\$459,712	\$17,563
<b>TOTAL REVENUE</b>	<b>\$382,490</b>	<b>\$392,663</b>	<b>\$352,641</b>	<b>\$40,022</b>	<b>\$1,104,069</b>	<b>\$1,058,958</b>	<b>\$45,111</b>
<b>EXPENSES</b>							
SALARIES & WAGES							
SALARIES & WAGES	\$189,596	\$176,794	\$190,563	\$13,770	\$488,905	\$488,905	\$0
TOTAL SALARIES & WAGES	\$189,596	\$176,794	\$190,563	\$13,770	\$488,905	\$488,905	\$0
PAYROLL TAXES, BENEFITS							
PAYROLL TAXES, BENEFITS	\$91,697	\$94,464	\$106,547	\$12,083	\$255,714	\$255,714	\$0
TOTAL PAYROLL TAXES, BENEFITS	\$91,697	\$94,464	\$106,547	\$12,083	\$255,714	\$255,714	\$0
ADVERTISING	\$44	\$0	\$0	\$0	\$1,000	\$1,000	\$0
PRINTING	\$11,494	\$12,614	\$8,333	(\$4,281)	\$20,000	\$20,000	\$0
PHOTOS	\$550	\$1,750	\$1,625	(\$125)	\$3,900	\$3,900	\$0
CONSULTANTS	\$20,300	\$23,628	\$24,504	\$876	\$45,025	\$45,025	\$0
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$5,550	\$22,507	\$21,261	(\$1,246)	\$59,278	\$59,278	\$0

**Cabrillo College Foundation**  
**Income Statement - Operating Budget as of 11/30/19**  
 With Comparative Totals as of 11/30/18

	18-19 Actual 5 Months A	19-20 Actual 5 Months B	19-20 Budget 5 Months C	19-20 Actual To 19-20 Budget D	19-20 5 Mos. and 7 Mos. Projected E	19/20 Annual Budget (Approved 5/14/19) F	Variance 19-20 5 Mos. Actual & 7 Mos. Projected to 19-20 Budget G
OFFICE EQUIP & MAINTENANCE							
OFFICE EQUIPMENT	\$277	\$364	\$558	\$195	\$1,340	\$1,340	\$0
DEPRECIATION EXPENSE	\$505	\$505	\$505	\$0	\$1,211	\$1,211	\$0
SOFTWARE MAINTENANCE	\$11,708	\$5,227	\$5,203	(\$24)	\$12,486	\$12,486	\$0
TOTAL OFFICE EQUIP & MAINTENANCE	\$12,490	\$6,095	\$6,265	\$171	\$15,037	\$15,037	\$0
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$209	\$0	\$690	\$690	\$1,656	\$1,656	\$0
OFFICE SUPPLIES	\$2,538	\$2,446	\$2,922	\$475	\$7,012	\$7,012	\$0
POSTAGE & MAILING SERVICE	\$4,070	\$3,169	\$2,556	(\$614)	\$10,223	\$10,223	\$0
BOARD EXPENSES	(\$385)	\$1,704	\$0	(\$1,704)	\$2,393	\$2,393	\$0
OTHER EXPENSES							
MISCELLANEOUS	\$192	\$350	\$138	(\$213)	\$550	\$550	\$0
UNCOLLECTIBLE PLEDGES	\$97	(\$1,584)	\$7,292	\$8,875	\$17,500	\$17,500	\$0
MILEAGE & PARKING	\$70	\$338	\$161	(\$177)	\$645	\$645	\$0
INTERNET SERVICE	\$529	\$543	\$600	\$57	\$1,440	\$1,440	\$0
IT HOSTING SERVICE	\$350	\$350	\$0	(\$350)	\$9,355	\$9,355	\$0
BANK CHARGES	\$1,822	\$2,099	\$3,333	\$1,234	\$8,000	\$8,000	\$0
INVESTMENT FEES	\$0	\$1,833	\$93	(\$1,740)	\$1,833	\$370	(\$1,463)
DIRECTOR/OFFICER LIABILITY INS	\$1,253	\$1,275	\$1,538	\$264	\$3,692	\$3,692	\$0
LIABILITY AND PROPERTY INSURANCE	\$1,617	\$1,627	\$1,751	\$124	\$4,202	\$4,202	\$0
TOTAL OTHER EXPENSES	\$5,931	\$6,830	\$14,905	\$8,075	\$47,217	\$45,754	(\$1,463)
IN KIND EXPENSE - RENT	\$9,880	\$9,880	\$9,880	\$0	\$23,712	\$23,712	\$0
<b>TOTAL EXPENSES</b>	<b>\$353,964</b>	<b>\$361,882</b>	<b>\$390,052</b>	<b>\$28,170</b>	<b>\$981,072</b>	<b>\$979,609</b>	<b>(\$1,463)</b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b>\$28,526</b>	 <b>\$30,781</b>	 <b>(\$37,412)</b>	 <b>\$68,193</b>	 <b>\$122,997</b>	 <b>\$79,349</b>	 <b>\$43,648</b>

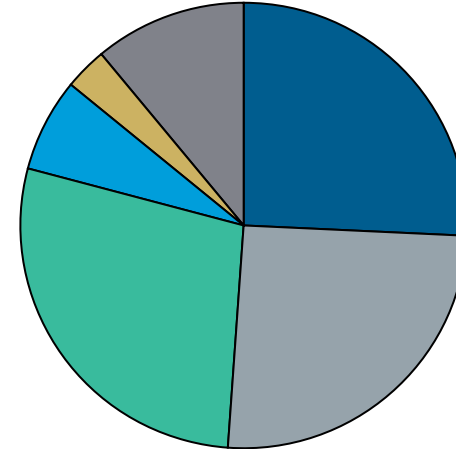
**Cabrillo College Foundation**  
As of December 31, 2019

**Asset Allocation by Composite**



	Market Value (\$)	Allocation (%)
Long-Term Pool	26,878,884	80.7
ESG Long-Term Pool	971,222	2.9
Intermediate-Term Portfolio	877,438	2.6
Short-Term Portfolio	3,156,984	9.5
Title III	253,438	0.8
Title V	1,182,214	3.5

**Asset Allocation by Segment**



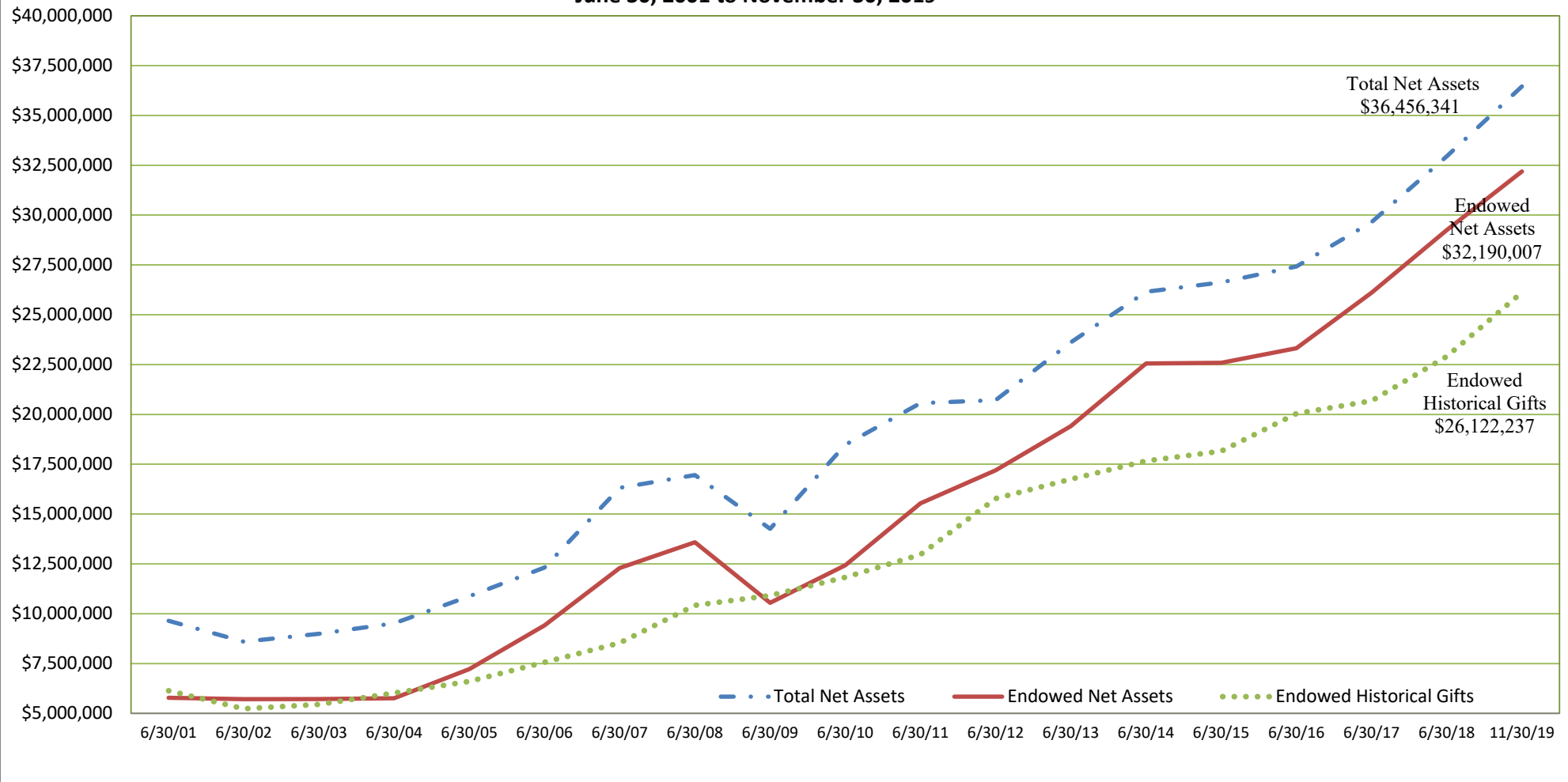
Segments	Market Value (\$)	Allocation (%)
Domestic Equity	8,575,673	25.7
International Equity	8,461,842	25.4
Domestic Fixed Income	9,328,579	28.0
Alternative Investment	2,255,850	6.8
Global Other	1,027,290	3.1
Cash Equivalent	3,670,946	11.0

	Total Fund	Domestic Equity	International Equity	Domestic Fixed Income	Alternative Investment	Global Other	Cash Equivalent
<b>Cabrillo College Foundation</b>	<b>33,320,180</b>	<b>8,575,673</b>	<b>8,461,842</b>	<b>9,328,579</b>	<b>2,255,850</b>	<b>1,027,290</b>	<b>3,670,946</b>
Long-Term Pool	26,878,884	8,008,426	7,916,582	7,279,381	2,238,479	1,027,290	408,726
ESG Long-Term Pool	971,222	347,600	329,062	270,473	17,372	-	6,715
Intermediate-Term Pool	877,438	-	-	820,739	-	-	56,699
Short-Term Portfolio	3,156,984	-	-	-	-	-	3,156,984
Title III	253,438	34,771	33,701	153,502	-	-	31,465
Title V	1,182,214	184,877	182,497	804,484	-	-	10,357

**Cabrillo College Foundation**  
**Annualized Performance Summary**  
**As of December 31, 2019**

	Allocation		Performance(%)									
	Market Value (\$)	%	1 Month	QTD	Fiscal YTD	YTD	1 Year	3 Years	5 Years	10 Years	Since Inception	Inception Date
<b>Cabrillo College Foundation</b>	<b>33,320,180</b>	<b>100.0</b>										
<b>Long-Term Pool - Gross</b>	<b>26,878,884</b>	<b>80.7</b>	<b>2.9</b>	<b>6.0</b>	<b>6.0</b>	<b>17.6</b>	<b>17.6</b>	<b>8.4</b>	<b>6.7</b>	<b>8.0</b>	<b>6.3</b>	<b>05/01/1999</b>
<i>Long-Term Pool - Net</i>			2.9	5.9	5.8	17.1	17.1	7.9	6.1	7.3	5.7	
<i>Composite Benchmark</i>			2.7	5.7	5.7	17.9	17.9	8.7	6.5	7.8	5.9	
<b>ESG Long-Term Pool - Gross</b>	<b>971,222</b>	<b>2.9</b>	<b>2.6</b>	<b>6.3</b>	<b>7.3</b>	<b>21.1</b>	<b>21.1</b>	<b>8.4</b>	<b>-</b>	<b>-</b>	<b>7.6</b>	<b>06/01/2016</b>
<i>ESG Long-Term Pool - Net</i>			2.6	6.2	7.0	20.5	20.5	8.0	-	-	7.1	
<i>Composite Benchmark</i>			2.6	6.4	6.9	20.7	20.7	8.6	-	-	8.1	
<b>Intermediate-Term Portfolio - Gross</b>	<b>877,438</b>	<b>2.6</b>	<b>0.2</b>	<b>0.6</b>	<b>1.4</b>	<b>4.2</b>	<b>4.2</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4.2</b>	<b>01/01/2019</b>
<i>Intermediate-Term Portfolio - Net</i>			0.2	0.5	1.1	3.8	3.8	-	-	-	3.8	
<i>BC Gov/ Cr 1-3 Yr</i>			0.2	0.6	1.3	4.0	4.0	-	-	-	4.0	
<b>Short-Term Portfolio - Gross</b>	<b>3,156,984</b>	<b>9.5</b>	<b>0.1</b>	<b>0.4</b>	<b>0.9</b>	<b>1.9</b>	<b>1.9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1.7</b>	<b>01/01/2018</b>
<i>Short-Term Portfolio - Net</i>			0.1	0.4	0.9	1.9	1.9	-	-	-	1.7	
<i>FTSE T-Bills 30 Day</i>			0.1	0.4	1.0	2.2	2.2	-	-	-	2.0	
<b>Title III Portfolio - Gross</b>	<b>253,438</b>	<b>0.8</b>	<b>1.1</b>	<b>2.6</b>	<b>3.4</b>	<b>10.7</b>	<b>10.7</b>	<b>7.2</b>	<b>4.9</b>	<b>-</b>	<b>6.1</b>	<b>11/01/2012</b>
<i>Title III Portfolio - Net</i>			1.1	2.5	3.2	10.4	10.4	6.8	4.5	-	5.7	
<i>Composite Benchmark</i>			1.0	2.6	3.4	10.9	10.9	7.0	5.1	-	5.9	
<b>Title V Portfolio - Gross</b>	<b>1,182,214</b>	<b>3.5</b>	<b>1.3</b>	<b>3.0</b>	<b>3.9</b>	<b>11.4</b>	<b>11.4</b>	<b>7.4</b>	<b>5.0</b>	<b>-</b>	<b>5.6</b>	<b>02/01/2011</b>
<i>Title V Portfolio - Net</i>			1.3	2.9	3.7	11.1	11.1	7.0	4.6	-	5.2	
<i>Composite Benchmark</i>			1.2	3.0	3.9	11.7	11.7	7.3	5.3	-	5.7	

**Cabrillo College Foundation**  
**Total Net Assets, Endowed Net Assets, and Endowed Historical Gifts**  
**June 30, 2001 to November 30, 2019**



Total Net Assets highest level was \$36,456,341 as of November 30, 2019  
 Endowed Net Assets highest level was \$32,190,007 as of November 30, 2019  
 Endowed Historical Gifts highest level was \$26,122,237 as of November 30, 2019

# Cabrillo College FOUNDATION

## OFFICERS

### PRESIDENT

William Ow

### VICE PRESIDENT

Owen Brown

### SECRETARY

Claire Biancalana

### CHIEF FINANCIAL OFFICER

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### PAST PRESIDENT

Leola Lapidés

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President

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VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

### EXECUTIVE DIRECTOR

Eileen Hill

## MEMORANDUM

**DATE:** January 16, 2020  
**TO:** Executive Committee  
**FROM:** Claire Biancalana  
**SUBJECT:** President's Circle Campaign

### 2019-20 President's Circle Campaign

Michele Bassi and Duf and Paula Fischer are co-chairs of the 2019-20 President's Circle Committee. As of January 15, 2020:

- GOAL!!!!
- \$388,285 has been raised, surpassing our goal of \$386,000
- 205 members have joined
- 25 NEW members have joined
- 13 renewing donors increased their support this year

*A 2019-20 member list and history report are attached*

### 2019 President's Circle Events

#### President Level (\$1,000+)

- Sandy Lydon Event.....May 3
- Summer Musical and Reception: *Candide*.....August 7
- President's Holiday Party.....TBD

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

- Party at Cabrillo's Horticulture and Ag Tech Center.....Spring (TBD)

#### Director Level (\$2,500+)

- Winemaker's Dinner at the Sesnon House.....May 14

#### Trustee Level (\$5,000+)

- Happy Hour at the home of Matt Wetstein.....April 15

#### Benefactor Level (\$10,000+)

- Feasting with Faculty.....April 2

**CABRILLO COLLEGE FOUNDATION**  
**President's Circle Members 2019-20**

Updated 01/15/2020

**\$10,000+**

Bright Horizon Fund  
Esther and Gerry Levandoski  
Rick and Ruth Moe  
Edward Newman and Leslie Christie  
Patty Quillin and Reed Hastings  
Miles and Roseanne Reiter  
Thomas Sourisseau

**\$5,000+**

Claire Biancalana and William Kelsay  
Harry and Mary Blanchard  
Barbara Canfield  
John and Judy Eiskamp  
Therese Johnson  
Julie Packard  
Elio and Joy Rodoni  
Mary Solari  
Rachel Wedeen

**\$2,500+**

Phillip and Robin Adkins	Marilyn Manning Lonergan and Richard Lonergan
Pegi and Tom Ard	Robert Millsagle and Bjorg Yonts
Jim Baker and Nancy Millsagle	Joe and Susan Mingione
Judy Boemer	Ned and Dinny Nemacheck
Jess Brown	Amy Newell
Owen Brown and Mary Akin	Gayle and Joseph Ortiz
Ken and Kathy Doctor	William and Erica Ow
Lee and Emily Duffus	Pat and Rowland Rebele
Jack Farr	Shadowbrook and Crow's Nest Restaurants
Duf and Paula Fischer	Brian and Michelle Sharpes
Joan Griffiths	Stephen and Gail Snodgrass
Kimberly Hallinan and Ken Helms	Ginny Solari Mazry
Trisha and Brandon Kett	Rachael Spencer and Kevin Rooney
Vance Landis-Carey and Robert Carey	James Thompson
Leola Lapides and Bob Katz	W. Todd and Corinne Wipke

**CABRILLO COLLEGE FOUNDATION**  
**President's Circle Members 2019-20**  
Updated 01/15/2020

**\$1,500+**

Mike and Kalena Allard  
Lowell and Ernestine Anderson  
Edward and Kathleen Banks  
Tila Bañuelos  
Jonathan H. Boutelle  
Blaine and Connie Brokaw  
John and Sydney Brokaw  
John and Linda Burroughs  
Andrew and Marilyn Calciano  
Gordon and Mary Jane Chambers  
Al Cheney  
Ceil Cirillo  
Diane Craddock and David Hogue  
David and Elizabeth Doolin  
Dwayne and Linda Downing  
Roberta Dunton  
Lou Falek and Lyn MacDonald

Mahlon and Joel-Ann Foote  
Geo. H. Wilson, Inc.  
John and Sue Gaulty  
Stephen Green  
Ken Haber  
David and Jacqueline Heald  
Eileen and Dave Hill  
Harold and Dorothy Hyde  
Mary James and George Cook  
Erik and Judy Johnson–Erik's DeliCafé  
Ralph and Julie Kimball  
Karen and Charles Leigh-Wood  
Dominic and Karen Massaro  
Keith and Della McKenzie  
Albert Nanez  
George Newell  
Fane and Corie Opperman

Earleen Overend and Wayne Palmer  
Laura Pease and Bill Scurr  
Nancy Rice Bradley  
Maria Esther and Jose Raul Rodriguez  
Santa Cruz County Bank  
Barbara and William Scherer  
Carol and Kirk Schmidt  
Robert Scott  
Greg and Tangie Solow  
Jerry and Robynn Walters  
Evans Whitaker and Deborah  
Bronstein  
Theo Wierdsma and Julie Hamilton  
Wierdsma  
Sue Wilson  
Thomas and Connie Wilson

**\$1,000+**

Anonymous  
Michael and Toby Alexander  
Walter and Janet Alexander  
Mary Altier Walker and John Walker  
Ann Asche/Locatelli Moving and  
Storage  
Carlos and Jane Arcangeli  
Charles and Janet Banovac  
Brian and Maryann Barry  
William and Pat Barton  
Bob and Susan Bosso  
Bowman and Williams  
Shannon and Tom Brady  
George and Elizabeth Bunch  
Thomas Bush and Grace Sanchez  
Nancy Campeau  
Charles and Betty Canfield  
Paul Carrubba and Teresa O'Connell  
Carrubba  
Brian and Kay Cayton  
Linda Charman  
Frederick and Kate Chen  
Michael and Barbara Clark  
Sarah Clark  
Joanne Clever  
Virginia Coe  
Bill and Cloy Codiga  
Karen Cogswell and John Maenchen  
Margaret Cottle  
Arne and Carol Croce  
Bud and Martina Cummings  
Wallace Dale  
Robert Darrow

Doug and Diane Deaver  
Daryl Dichek and Kenneth Smith  
Terry Dowell  
Geoff and Sandy Eisenberg  
Kristin Fabos and Rye Livingston  
Michele Finch  
Finkelman Family Foundation/Herb  
Finkelman and Edda Tusinac  
Cynthia FitzGerald  
Rocky and Judy Franich  
Lesley Franz  
Jeffrey Galipeaux  
Mary Gaukel and Les Forster  
Diane and Conrad Hamako  
Richard and DeAnne Hart  
Kathleen Hatfield  
Janet Heien  
Ken Helms  
Joseph and Bette Hirsch  
Ron and Evelyn Hirsch  
David and Katharine Hopkins  
John Hurd and Kate Kelly  
Carolyn Hyatt  
Kent and Marie Imai  
Ron Indra  
Ronald and Linda Israel  
Helen Jones  
Tom and Nanette Kelsey  
George and Janet Kennedy  
Richard and Diane Klein  
David and Sharon Kluger  
George and Diane Koenig  
Ko-Kahuna Trust

Ron Kusel and Carolyn Gong-Guy  
John Laird and John Flores  
Julie Lambert  
Linda Larkin and Harold Widom  
Nancy Lenox  
Mark Linder and Mary Dean  
Victoria and David Lewis  
Rick Li Fo Sjoe and Virginia Morris  
Pamela Lowry and Allen Rozelle  
Charlie and Georgia Mackh  
Gerry Mandel  
Allen and Janet Martin  
Mike and Bertie McElroy  
Paul Meltzer  
Mark Mesiti-Miller and Donna Murphy  
Peter and Debbie Nelson  
Linda and Bruce Nicholson  
Harvey and Judy Nickelson  
  
Rock Pfothhauer and Linda Wilshusen  
Sara Pope  
James and Mary Ellen Poth  
Muriel Prolo and Jack Samuelson  
Paula and Robert Quinn  
Kenneth and Barbara Reed  
Dixie Rees  
Randy Repass and Sally-Christine  
Rodgers  
Phyllis Rosenblum  
Cherri Rupert-Canfield  
Thomas Schmida  
Mark and Laurie Scurich  
Ronald and Cynthia Sekkel



**CABRILLO COLLEGE FOUNDATION**  
**President's Circle Members 2019-20**  
Updated 01/15/2020

Kathryn Shephard  
Karen Semington  
Melinda and Thomas Silverstein  
Ronnette and Sharen Smithcamp  
Elaine-Maryse Solari  
Carol and Stephen Spragens

Robert Stephens  
Gabrielle Stocker  
Bruce and Barbara Swenson  
Susan True and Ben Wolfe  
Michael and Anne Watkins  
Susan and Nels Westman

Matt Wetstein and Cindy Ostberg  
Brad and Linda Wiles  
Kathleen Willott and Glen Joy  
Terrence Willett and Jennifer Cross  
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>
Jack Baskin and Peggy	Joan and <i>Gerald</i>	<i>Eileen and Max Koppes</i>	Rowland and Pat	Mary and <i>Richard</i>
Downes Baskin	Griffiths	<i>Albert Leoni</i>	Rebele	Solari
Mark and Barbara Beck	<i>Penry and Marie</i>	<i>Jeane and Les Ley</i>	<i>Esther Rice</i>	Rachael Spencer and
<i>Greta Bell</i>	Griffiths	<i>Josie and Bailey Little</i>	<i>Iris and J. Arthur</i>	Kevin Rooney
<i>Neva Bournier</i>	Grove Foundation	Fred and Linda	Rodgers	<i>Robert and Frances</i>
California Wellness	The William and Flora	McPherson	<i>Barbara Samper</i>	<i>Swenson</i>
Foundation	Hewlett Foundation	<i>Louella Mehne</i>	<i>Erica Schilling</i>	Union Bank of
<i>Mary Frances Callantine</i>	Hewlett-Packard	<i>John Morgan</i>	<i>Ben Schneider</i>	California
Diane and Donald	Company	<i>Elice Neubauer</i>	SD Trombetta	James and Karen
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**

**CABRILLO COLLEGE FOUNDATION  
PRESIDENT'S CIRCLE HISTORY REPORT  
Updated 1/15/2020**

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Committee Chair</b>	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	<b>Duf and Paula Fischer &amp; Michele Bassi</b>
<b># of Committee Members</b>	37	37	36	29	36	33	37	44	<b>50</b>
<b># of Annual Members (\$1,000+ )</b>	176	192	190	189	206	214	227	227	<b>205</b>
<b># of Annual Members solicited for the first time through Annual Fund (\$1,000+ )</b>	3	2	1	1	2	3	2	1	<b>0</b>
<b># of New Annual Members (\$1,000+ )</b>	26	30	20	16	23	19	32	20	<b>25</b>
<b># of Rejoining Annual Members (\$1,000+ )</b>	150	162	170	179	183	192	195	207	<b>180</b>
<b>% of Rejoining Members</b>	88%	92%	88%	94%	97%	93%	91%	91%	79%
<b># of \$15,000+</b>						1	1	1	<b>2</b>
<b># of \$10,000+</b>	0	0	2	3	3	2	3	3	<b>5</b>
<b># of \$5,000-\$9,999</b>	8	10	7	7	8	7	9	10	<b>8</b>
<b># of \$2,500-\$4,999</b>	16	13	13	13	14	15	23	27	<b>31</b>
<b># of \$1,500-\$2,499 (Starting 2011-2012)*</b>	37	38	45	52	54	56	59	57	<b>48</b>
<b># of \$1,000 Donations</b>	112	126	119	114	127	133	132	129	<b>111</b>
<b># of Donors Who Gave &lt; \$1,000</b>	8	9	7	8	9	8	3	4	<b>6</b>
<b># of Prospects Solicited</b>	1,168	1,085	1,063	1,011	1,045	1,041	1,031	1,042	<b>1044</b>
<b>Donations from Annual Fund</b>	\$3,000	\$3,500	\$1,000	\$1,000	\$1,000	\$3,000	\$2,000	\$1,000	
<b>Operational Budget Goal</b>	\$225,000	\$250,000	\$280,000	\$285,000	\$317,000	\$318,000	\$332,000	\$380,000	<b>\$386,000</b>
<b>Total Funds Raised</b>	\$250,616	\$271,652	\$282,774	\$311,406	\$318,074	\$330,908	\$377,795	\$384,697	<b>\$388,285</b>
<b>Percent Increase/ Decrease Over Previous Year</b>	11%	8%	4%	10%	2%	4%	14%	2%	1%

# Cabrillo College FOUNDATION

## MEMORANDUM

### OFFICERS

#### PRESIDENT

Leola Lapidés

#### VICE PRESIDENT

William Ow

#### SECRETARY

Owen Brown

#### CHIEF FINANCIAL OFFICER

Alan Aman

#### PAST PRESIDENT

Stephen Snodgrass

#### COMMUNITY REPRESENTATIVES

Claire Biancalana

Carrie Birkhofer

Linda Burroughs

Ceil Cirillo

Linda Downing

Lee Duffus

David Heald

Charles Montoya

Kelly Nesheim

Amy Newell

June Padilla Ponce

Patty Quillin

Maria Esther Rodriguez

Gun Ruder

Kate Terrell

#### COLLEGE TRUSTEE REPRESENTATIVES

Gary Reece

Rachael Spencer

Donna Ziel

#### COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Sue Gochis

VP Student Services

Victoria Lewis

VP Administrative Services

Kathleen Welch

VP Instruction

Enrique Buelna

Faculty Representative

#### EXECUTIVE DIRECTOR

Eileen Hill

**DATE:** January 16, 2020

**TO:** Executive Committee

**FROM:** Eileen Hill

**SUBJECT:** **Cabrillo Advancement Program (CAP) Update**

---

### Description

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

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

### Results

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

### CAP Funding

In 2018-19 a total of \$1,812,868 was raised for CAP. A solicitation will be sent at the beginning of February to help us continue to grow the CAP Endowment for permanent and sustainable funding.

**Cabrillo Advancement Program Ceremony**  
**March 24, 2020, 6:00 p.m. at the Crocker Theater**

*Invitations will be sent at the end of January*

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Rachel Wedeen

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Victoria Lewis

*VP Administrative Services*

Kathleen Welch

*VP Instruction*

Enrique Buelna

*Faculty Representative*

### EXECUTIVE DIRECTOR

Eileen Hill

## MEMORANDUM

DATE: January 16, 2020

TO: Executive Committee

FROM: Owen Brown

SUBJECT: **Faculty and Staff Grants**

### **Faculty and Staff Grants**

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

This year the Cabrillo Foundation awarded a total of **\$107,787** 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.

Please join us for the **Faculty and Staff Grant Awards Reception**, where you'll learn more about the projects that have received funding and celebrate the grant recipients!

### **Faculty and Staff Grant Awards Reception**

**Thursday, January 23<sup>rd</sup>**

**4:00-6:00pm**

**Sesnon House**

*2019-20 Funded projects are listed in the program attached.*

Current committee members include: Owen Brown, Linda Burroughs, Ceil Cirillo, Les Forster, Francisco Iniguez (BELA), Tobin Keller (VAPA), Amy Newell, Gun Ruder, David Schwartz (NAS) and Natalie Vanoli (Allied Health).

# Cabrillo College Foundation

# Faculty Grants for Student Success

The Faculty Grants for Student Success program began in 1985 with an endowment gift by Keith and Elinor Shaffer to the Cabrillo College Foundation. This year \$74,465 is being awarded.

# Crocker Endowment Grants

The Crocker Endowment Grants were established by Richard and Theresa Crocker in 2007. This year, \$24,324 is being awarded.

# Beck Engineering and Applied Science Endowment

Founded by Mark and Barbara Beck in 2004, the Engineering and Applied Science Endowment awarded \$8,998 this year.

## Associated Students of Cabrillo College-Wide Grants

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

January 23, 2020



## **2019 FACULTY GRANTS FOR STUDENT SUCCESS**

**Matthew Blostein, VAPA**  
2 Channel Equalizer for  
Studio A:  
\$2,845

**Susan Bruckner, VAPA**  
Piano Dept. Health &  
Performance:  
\$1,150

**Flor Chacon, Student  
Services**  
Veterans Information  
Center (VIC) sit-stand  
desks:  
\$2,262

**Flor Chacon, Student  
Services**  
Veterans Information  
Center (VIC) ergonomic  
chairs:  
\$3,770

**Karl Ewald, NAS**  
ENGR 36 & 40 Textbook  
Loan Program:  
\$1,600

**Janet Fine, VAPA**  
Outdoor bulletin boards  
for VAPA complex:  
\$3,543

**Noel Kelsch, Allied Health**  
Periodontal, Occlusion  
and Pathology Models:  
\$3,555

**Noel Kelsch, Allied Health**  
Laser Certification:  
\$7,800

**Zerubba Levi, NAS**  
Acquiring Perpetual  
ChemDraw Licenses:  
\$1,788

**Dawn Nakanishi, VAPA**  
Enameling Kiln and Firing  
Racks:  
\$1,276

**Brandon Napoli, CTE**  
Cabrillo College's  
Entrepreneurship Lab:  
\$4,500

**Richard Nolthenius, NAS**  
Asteroid Occultation  
Timing Equipment:  
\$1,517

**Dave Osland, NAS**  
Welder Repairs:  
\$3,270

**James Page, HAWK**  
WEC Go Green Initiative:  
\$5,000

**Jo-Ann Panzardi, NAS**  
Engineering/Art Ceramic  
Mural:  
\$3,200

**Mark Ramsey, HAWK**  
Gymnasium 3 Court  
Volleyball Net System:  
\$2,553

**Mark Ramsey, HAWK**  
Baseball and Softball Hack  
Attacks:  
\$7,325

**Mark Ramsey, HAWK**  
New Football Helmets:  
\$10,491

**Letitia Scott-Curtis,**  
Honors Program  
Honors Lounge Printer  
and Supplies:  
\$515

**Patrick Stafford, VAPA**  
Machine Upgrade-Jointer  
Cutter-head replacement:  
\$920

**Susan Stuart, VAPA**  
Costume Shop  
Equipment:  
\$195

## **2019 CROCKER ENDOWMENT GRANTS**

**Marcy Alancraig,**  
Counseling and Education  
Student Support  
Community-Building CAP  
Lounges for Students:  
\$15,865

**Sarah Albertson, VAPA**  
Tables for student  
projects:  
\$430

**Cheryl Dumont, Allied  
Health**  
Technologically realistic  
simulation laboratory for  
Nursing:  
\$1,579

**Noel Kelsch, Allied Health**  
Going Paperless:  
\$259

**Noel Kelsch, Allied Health**  
The OneTen Sharpening  
System:  
\$550

**Noel Kelsch, Allied Health**  
OSHA Compliance:  
\$685

**Noel Kelsch, Allied Health**  
Calculus Detection Tools:  
\$830

**Noel Kelsch, Allied Health**  
Model Trimmer:  
\$2,108

**David King, VAPA**  
Dance Music Playback  
Equipment:  
\$1,384

**Tera Martin, Watsonville**  
Hostile Terrain 94: Cabrillo  
College:  
\$1,734

**Payson McNett, VAPA**  
Safety equipment for  
bronze pour:  
\$1,412

**Greg Mettler, VAPA**  
Flash Monolights for  
Photography Lighting  
Studio:  
\$2,873

## **2019 ASCC STUDENT SENATE COLLEGE WIDE GRANTS**

**Mark Bidelman, VAPA**  
Promoting student  
excellence thru live  
performance:  
\$4,600

**Enrique Buelna, HASS**  
Latinx Graduation  
Ceremony 2020:  
\$4,000

**Mary Govaars, VAPA**  
HEPA Air filtration:  
\$2,400

**Cheyenne Loftus,**  
Student Services  
Cabrillo Career Closet:  
\$2,000

**June Ponce, Student  
Services**  
Barbara Samper Fourth  
Grade Experience:  
\$5,000

# 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:** January 16, 2020  
**TO:** Executive Committee  
**FROM:** Rachael Spencer  
**SUBJECT:** Scholarship Program

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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.

Our Scholarship Donor Reception that was held on October 24<sup>th</sup> led to several substantial scholarship gifts:

- \$15K scholarship endowment established by Ed and Debra Menges
- \$10K scholarship endowment established by Peter Weber and Victor Ruder
- \$10K from Cory Ray for a nonendowed scholarship
- \$5,000 from Joyce Wrenn, adding to her endowed scholarship
- \$2,500 from Marilyn Shultz, adding to her endowed scholarship
- \$1,500 from Scotts Valley Lions Club (likely a recurring annual gift)

*A few of our scholarship donors and recipients are highlighted in the document attached*

Our annual year-end scholarship solicitation letters were mailed before the holiday break in December. Committee members added personal notes to the letters for our endowed scholarship donors, thanking them for their support. **As of January 15, 2020, we have received nearly \$115,000 in scholarship support from our donors!**

Scholarship committee members serve as community ambassadors for our scholarship program. Committee members include: 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



## SCHOLARSHIP DONORS



Debra and Edward Menges are long-time supporters of Cabrillo College, having established two meaningful scholarship endowments in the past—the Amber Menges Memorial Nursing Scholarship in 1989 and the Edward and Debra Menges Radiologic Technology Endowed Scholarship in 2012.

After attending our Scholarship Donor Reception, Debra was inspired to create yet another endowed scholarship. In honor of her upcoming retirement from a long and gratifying career in Radiologic Technology and Mammography, Edward and Debra established the Debra Diaz Menges, RT (R)(M) Mammography Scholarship with a generous gift of \$15,000.

Their support has impacted the lives of many Allied Health students over the years, and will continue to help students succeed in school and go on to serve their communities in the healthcare field.



Elliott Mozée was a long-time counselor at Cabrillo who passed away in April of 2019. Elliott's daughter, Janine Mozée, reached out to inform us that her father had left Cabrillo in his estate plans. Recently Eileen met with Janine and her husband for lunch, followed by a tour of Cabrillo that sparked many pleasant memories for Janine.

We received a very generous gift of \$35,000 from the Mozée estate to establish a permanent scholarship endowment in honor and in memory of Elliott Mozée. The scholarship will support students who are pursuing a career in counseling.



Bruce Berwald is a retired lawyer, who served as an administrative law judge (ALJ) all over the region. He now volunteers one day a week at Gault School in a third grade class, helping students with math, which he enjoys immensely. Bruce is so passionate about the students he works with and wants to encourage them to seek higher education.

With a generous gift of \$15,000, Bruce recently he established the Bruce's Buddies Endowed Scholarship for Gault School alumni coming to Cabrillo after high school.



## SCHOLARSHIP RECIPIENTS



Mitchell Loofbourrow is a Math Major at Cabrillo and recently attended the Scholarship Donor Reception to share his gratitude for being the recipient of the Carl Miller Memorial Mathematics Endowed Scholarship.

***"When I received the notification that I was being awarded this scholarship, I opened the envelope and wept. I was incredibly grateful for the funds, but I was even more touched that my hard work and dedication was being recognized."***



Megan Eldredge is a recipient of the Honors Program Scholarship and attended the Scholarship Donor Reception. She is studying painting and drawing, with the goal of transferring to UCLA to become a medical illustrator.

***"I want to thank the donors for their incredible generosity that allows me to continue this work that I am most passionate about."***



Holly Devine received the High Achiever Scholarship for CTE in 2011, as she pursued the Nursing program at Cabrillo. She has since gone on to become an RN at Dominican Hospital and remains passionate about her career.

***"I am proud to be a registered nurse serving this wonderful community. I am currently working in the urology dept at Dignity Health and oversee an awesome team of people. We have been awarded clinic of the month 6 months in a row. I have Cabrillo College to thank for getting me where I am today, and will be forever grateful."***

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*VP Student Services*

Kathleen Welch

*VP Instruction*

Kristin Wilson

*Faculty Representative*

### EXECUTIVE DIRECTOR

Eileen Hill

## MEMORANDUM

**DATE:** January 16, 2020  
**TO:** Executive Committee  
**FROM:** Nancy Machado  
**SUBJECT:** 2020-21 Budget Timeline

The following is the schedule for the 2020-21 Cabrillo College Foundation budget process:

Week of January 6, 2020	Nancy Machado requests information required for starting the budget process
Week of January 20, 2020	Eileen Hill and Nancy Machado to review information and determine if further information is needed
Week of January 27, 2020	Eileen Hill and Nancy Machado to compare prior year trends to 2020-21 plan
Week of February 17, 2020	Nancy Machado provides Eileen Hill with draft of 2019-20 Budget. Eileen Hill reviews, recommends changes and approves final 2020-21 Budget
March 12, 2020	Send recommended Budget to Finance and Investment Committee
March 26, 2020	Finance and Investment Committee reviews 2020-21 Budget and makes recommendation to Executive Committee
April 2, 2020	Send recommended Budget to Executive Committee
April 16, 2020	Executive Committee reviews 2020-21 Budget and makes recommendations to Board of Directors
April 28, 2020	Send recommended Budget to Board of Directors
May 12, 2020	Board of Directors approve 2020-21 Budget

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## MEMORANDUM

**DATE:** January 16, 2020

**TO:** Executive Committee

**FROM:** Nancy Machado

**SUBJECT:** 2019-20 990 Schedule

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

April 1 <sup>st</sup> – April 3 <sup>rd</sup> , 2020	Cabrillo College Foundation staff completes Form 990 and submits to Auditor Terri Montgomery
Week of April 13, 2020	Terri Montgomery completes Form 990 and e-mails draft to Nancy Machado.
April 16, 2020	Cabrillo College Foundation Executive Director reviews draft Form 990
April 23, 2020	Draft Federal Form 990 e-mailed to the Board of Directors with an overview and instructions for review.
April 30, 2020	Cabrillo College Foundation Board of Directors responds to Nancy Machado with any suggestions/changes to draft Federal Form 990.
May 2, 2020	Final Federal Form 990 is e-mailed to the Board of Directors for final review.
May 12, 2020	At the Cabrillo College Foundation Board meeting, final Federal form 990 is approved and signed by a Board Officer.
May 13, 2020	Cabrillo College Foundation mails final Federal Form 990 to the Internal Revenue Service

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FOUNDATION@CABRILLO.EDU • FOUNDATION.CABRILLO.EDU

# 2019-20 Cabrillo College Foundation Committee Meetings and Events

Updated 1/15/2020

## **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

May or June 2020 TBD

## **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***

February 20, 2020

10:00 – 11:00 am

## **FACULTY GRANTS**

***Sesnon House Room 1824***

November 20, 2019

2:00 – 5:00 pm

## **NOMINATING**

***Sesnon House Room 1824***

## **PRESIDENT'S CIRCLE**

***Sesnon House Room 1804***

September 18, 2019

5:30 – 7:00 pm

(kick-off party)

October 23, 2019

9:00 am – 12:00 pm

(signing party)

March TBD

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 25, 2020

11:30 am – 1:30 pm

(Luncheon)

Horticulture Center

## **SCHOLARSHIP**

***Sesnon House Room 1824***

August 13, 2019

10:00 – 11:00 am

November 19, 2019

10:00 – 11:00 am

## **EXCLUSIVE EVENTS**

### **FOR PRESIDENT'S CIRCLE MEMBERS**

***Happy Hour with***

***CC President***

***\$5,000 + Members***

***April 15, 2020***

***5:00 – 7:00 pm***

***Sandy Lydon Historical Tour***

***\$1,000 + Members***

***Sunday, May 3, 2020***

***Winemakers Dinner***

***Sesnon House***

***\$2,500+ Members***

***May 14, 2020***

***6:00 pm***

***Party***

***\$1,500+ Members***

***May 2020 TBD***

***5:30 pm***

***Feasting with Faculty***

***Sesnon House***

***\$10,000+ Members***

***April 2, 2020***

***6:00 pm***

***Cabrillo Stage Play,***

***Candide,***

***and PC Reception***

***\$1,000+ Members***

***August 7, 2020***

***5:30 pm***

***Sesnon House***

## **EVENT DATES**

***Faculty and Staff Grants  
Reception***

***January 23, 2020***

***4:00-6:00 pm***

***Sesnon House***

***Cabrillo Advancement  
Program Ceremony***

***March 24, 2020***

***6:00 – 8:00 pm***

***Crocker Theater***

***High Achiever Scholarship  
Ceremony***

***April 29, 2020***

***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 11/18/2019

## **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 Lapides  
Rachel Mayo  
June Padilla Ponce  
Maria Esther Rodriguez  
Eva Acosta  
*College Advisors:*  
Liz Dominguez  
Michelle Donohue  
*Staff:* Eileen Hill, Caitlin Bonura

## **FACULTY GRANTS**

Cherie Barkey  
Owen Brown  
Ted Burke  
Linda Burroughs  
Ceil Cirillo  
Les Forster  
Matt Huffaker  
Francisco Íñiguez  
Tobin Keller  
Amy Newell  
Gun Ruder  
David Schwartz  
Natalie Vanoli  
*Staff:* Eileen Hill, Caitlin Bonura

## **NOMINATING**

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

## **PRESIDENT'S CIRCLE**

*Co-chairs:*  
Michele Bassi  
Duf Fischer  
Paula Fischer  
Pegi Ard  
Jim Baker  
Ed Banks  
Pat Barton  
Claire Biancalana  
Mary Blanchard  
Jess Brown  
Owen Brown

Ted Burke  
Linda Burroughs  
Ceil Cirillo  
Karen Cogswell  
Wally Dale  
Linda Downing  
Lee Duffus  
John Eiskamp  
Kristin Fabos  
Peggy Flynn  
Joel-Ann Foote  
Mahlon Foote  
DeAnne Hart  
Rich Hart  
Jackie Heald  
Hal Hyde  
Kent Imai  
Julie Lambert  
Vance Landis-Carey  
Marilyn Manning Lonerger  
Richard Lonerger  
Keith McKenzie  
Fred McPherson  
Bob Millsagle  
Kelly Nesheim  
Ed Newman  
William Ow  
June Padilla Ponce  
Ginny Solari Mazry  
Greg Solow  
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 Lapides  
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  
Michelle Morton  
Shirley Flores-Munoz  
Diego Navarro  
Christina Ortega  
Beth Regardz  
Ana Rodriguez  
Barbara Schultz-Perez  
Nancy Spangler  
Tasha Sturm  
Laura Thurman  
Windy Valdez  
Marilyn Zanetti  
*Staff:* Caitlin Bonura