

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: February 4, 2020

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

GUESTS: Marcy Alancraig, Counseling and Education Student Support
Brandon Napoli, Small Business Development Center
Rick Nolthenius, Astronomy
Mark Ramsey, Health, Athletics, Wellness and Kinesiology
Brian Sharpes, Graystone Consulting

SUBJECT: Cabrillo College Foundation Board of Directors Regular Meeting
Tuesday, February 11, 2020
12:00 pm – 2:00 pm
Cabrillo College, Sesnon House, Room 1804
6500 Soquel Drive, Aptos, CA 95003

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

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

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

Item	Responsibility	Page
B. Public Comment		
1. Public Comment Opportunity	O. Brown	
C. Special Presentations		
1. Faculty and Staff Grant Recipients	O. Brown	
<ul style="list-style-type: none"> • Marcy Alancraig, Guided Pathways • Brandon Napoli, Entrepreneurship Lab • Rick Nolthenius, Asteroid Occultation • Mark Ramsey, Athletics Equipment • June Ponce, Samper Fourth Grade Experience 		
D. Action Items		
1. November 12, 2019 meeting minutes	O. Brown	5 - 10
2. Foundation Contribution to Measure R	C. Biancalana	11
3. Employee Paid Time Off Policy Revision	O. Brown	12
4. December 31, 2019 Financial Statements	P. Ard	
4.1 December 31, 2019 Condensed Narrative		13 - 14
4.2 Balance Sheet		15 - 18
4.3 Income Statement by Fund		19 - 21
4.4 Income Statement Budget-to-Actual		22 - 23
E. Reports		
1. College President Report	M. Wetstein	24 - 25
2. Executive Director Report	E. Hill	26
2.1 2019-20 Fundraising Targets		27
2.2 Fundraising Totals and Goal		28
July 1, 2019 to January 30, 2020		
Outright Gifts:	\$1,686,904	
Unbooked Revocable Planned Gifts:	\$1,620,000	
Total:	\$3,306,904	
2.3 2019-20 Disbursements		29

Item	Responsibility	Page
F. Informational Items		
1. Review of CCF Investments as of December 31, 2019	B. Sharpes	Email attachment
2. Total Net Assets, Endowed Net Assets and Historical Gifts Chart as of December 31, 2019	P. Ard	30
3. President's Circle Campaign Update	C. Biancalana	31 - 35
4. Cabrillo Advancement Program Update	E. Hill	36
5. Faculty Grants	O. Brown	37 - 39
6. Scholarships	C. Cirillo	40 - 42
7. 2020-21 Budget Timeline	N. Machado	43
8. 990 Timeline	N. Machado	44
9. Committee Calendar and Roster	O. Brown	45 - 46
G. Adjournment		
1. Adjournment	O. Brown	

2019-20 BOARD MEETINGS:

Tuesdays, 12:00 pm – 2:00 pm

May 12, 2020 (Watsonville Center)

BOARD OF DIRECTORS ATTENDANCE CHART

Board of Directors	9/10/19	11/12/19	2/11/20	5/12/20
Rob Allen	P	P		
Pegi Ard	P	P		
Ed Banks	P	P		
Michele Bassi	P	P		
Claire Biancalana	A	P		
Owen Brown	P	P		
Linda Burroughs	P	A		
Ceil Cirillo	P	P		
Linda Downing	A	P		
Sue Gochis	P	P		
David Heald	P	P		
Matt Huffaker	P	P		
Kelly Nesheim	P	P		
Amy Newell	P	P		
Ed Newman	P	P		
Bradley Olin	P	P		
William Ow	P	P		
June Padilla Ponce	P	A		
Patty Quillin	A	P		
Maria Esther Rodriguez	P	A		
Gun Ruder	P	P		
Karen Semingson	A	P		
Rachael Spencer	P	P		
Kate Terrell	P	A		
Rachel Wedeen	P	A		
Kathleen Welch	P	A		
Matt Wetstein	P	P		
Kristin Wilson	P	P		
Donna Ziel	P	P		

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

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

**CABRILLO COLLEGE FOUNDATION
BOARD OF DIRECTORS MEETING
Minutes of November 12, 2019**

Directors Present: Rob Allen, Pegi Ard, Ed Banks, Michele Bassi, Claire Biancalana, Owen Brown, Ceil Cirillo, Linda Downing, Sue Gochis, David Heald, Matt Huffaker, Kelly Nesheim, Amy Newell, Ed Newman, Bradley Olin, William Ow, Patty Quillin, Gun Ruder, Karen Semingson, Rachael Spencer, Matt Wetstein, Kristin Wilson, Donna Ziel

Directors Absent: Linda Burroughs, June Padilla Ponce, Maria Esther Rodriguez, Kate Terrell, Rachel Wedeen, Kathleen Welch

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

Guests Present: Terri Montgomery, Cynthia Fitzgerald, Paul Harvell

Call to Order

Owen Brown called the meeting to order at 12:05 pm.

Approval of Agenda

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

Approve Board Meeting Minutes

Motion: MSC: D. Ziel /E. Banks.

The following Board Members voted to approve the minutes of September 10, 2019:

Rob Allen, Pegi Ard, Ed Banks, Michele Bassi, Owen Brown, Ceil Cirillo, Sue Gochis, David Heald, Matt Huffaker, Kelly Nesheim, Amy Newell, Ed Newman, Bradley Olin, William Ow, Gun Ruder, Rachael Spencer, Matt Wetstein, Kristin Wilson, Donna Ziel

The following Board Members abstained:

Claire Biancalana, Linda Downing, Patty Quillin, Karen Semingson

The following Board Members were absent:

Linda Burroughs, June Padilla Ponce, Maria Esther Rodriguez, Kate Terrell, Rachel Wedeen, Kathleen Welch. William Ow arrived after the vote.

Public Comment Opportunity

There were no members of the public in attendance.

2018-19 Audit Draft

Terry Montgomery gave an overview of the Cabrillo College Foundation Audit Report. Terri reported that the opinion of the auditors of Eide Bailly is that the Cabrillo College Foundation financial statements present fairly. The Audit Committee accepted the 2018-19 Draft Audit report on October 11, 2019 and the Executive Committee accepted the 2018-19 Draft Audit Report on October 24, 2019.

Motion: MSC: G. Ruder/D. Heald. The committee voted unanimously to accept the Cabrillo College Foundation 2018-19 Audit Draft as presented.

Approve 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: C. Biancalana/ G. Ruder. The committee voted unanimously to approve the September 30, 2019 Financial Statements.

Cabrillo College Bond

Donna Ziel reported that the Cabrillo College Trustees have been working with the campus community for the last two years to develop the plan for the next Bond measure to support Cabrillo. They have worked with faculty, staff, and the unions on the plan and they have shown their support for the Trustees to move forward on a March 2020 bond. The Trustees will be voting to formalize going forward with the March 2020 Bond and they would like to be able to show that the Foundation Board also supports the Trustees in moving forward with this Bond.

Matt Wetstein 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. Matt reported that the decision to move forward with a March 2020 bond instead of November was made based on several factors – no internal strife within the Cabrillo Community, timed before a recession hits, expectation of a good turnout of young democratic voters and less ballot fatigue than in a November ballot.

Motion: MSC: C. Biancalana/ G. Ruder. The committee voted unanimously for the Cabrillo College Foundation Board to support the Trustees decision to go forward with the March 2020 Bond for \$274M.

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.

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

She informed the Board that a new scholarship in memory of Elliott Mozée, a longtime counselor at Cabrillo, will be established from Elliott's planned gift to Cabrillo. The Foundation received a \$200K grant from the Monterey Peninsula Foundation for the Cabrillo College website redesign project to better serve students.

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.

Investment Activity review

Investment Report – October 31, 2019

- Our return on investments for the MS Long-Term Pool fiscal year to date as of October 31, 2019 (4 months) is as follows:

Actual Return:	1.19%
Benchmark Return:	1.50%
Difference:	-0.31%

- Our return on investments for the MS ESG Long-Term Pool fiscal year to date as of October 31, 2019 (4 months) is as follows:

Actual Return:	2.51%
Benchmark Return:	2.50%
Difference:	0.01%

- Our return on investments for the MS Intermediate-Term Pool year to date as of October 31, 2019 (4 months) is as follows:

Actual Return:	0.93%
Benchmark Return:	1.04%
Difference:	- 0.11%

- Our return on investments for the MS Short-Term Pool fiscal year to date as of October 31, 2019 (4 months) is as follows:

Actual Return:	0.68%
Benchmark Return:	0.69%
Difference:	-0.01%

- Our return on investments for the MS Title III Pool fiscal year to date as of October 31, 2019 (4 months) is as follows:

Actual Return:	1.48%
Benchmark Return:	1.72%
Difference:	-0.24%

- Our return on investments for the MS Title V Pool fiscal year to date as of October 31, 2019 (4 months) is as follows:

Actual Return:	1.71%
Benchmark Return:	1.98%
Difference:	-0.27%

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

Michelle Bassi reported that 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 invitations were mailed the first week of November. A new prospects reception will be held on December 4 at the Shadowbrook.

Women's Educational Success

Kristin Wilson reported that WES Luncheon was held on September 20th and was very successful. Five WES grant recipients shared their stories during the program. \$160,018 has been raised to date—almost \$10K more than what had been raised last year at this time. Additional WES gifts made through the end of the year will be allocated to the 2019 campaign. For the 2019-20 academic year, \$80,000 will be awarded in WES grants to students in need, which is the most ever awarded. 65 students received much needed WES grants this semester. All WES funds for the fall have been awarded, but more funding will become available on January 1, 2020.

Scholarships

Rachael Spencer reported that a Scholarship Donor Reception was held at the Sesnon House on October 24. 65 guests attended the event thanks to personal calls and notes from Committee members to donors encouraging them to attend. Theo Wierdsma and Julie Hamilton Wierdsma shared their connections to Cabrillo and the story behind their scholarship. Four scholarship recipients also spoke at the event. As a result of this event, the Foundation has received a number of inquiries from donors wanting to add to or establish new scholarships, including one brand new scholarship endowment for Radiologic Technology.

Faculty Grants

Owen Brown reported that there is \$107K available to award this year – the most ever awarded. The Committee received 42 proposals this year, which are currently being reviewed by the Crocker Endowment Grants selection committees. Any projects that do not receive funding from the Crocker grant programs will be considered for Faculty Grants for Student Success. On November 20th Committee members will meet together determine which proposals will be funded.

Committee Calendar

Owen Brown reviewed the committee calendar highlighting a few upcoming dates.

Adjournment

The meeting was adjourned at 1:07 pm

Respectfully submitted,

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

Eileen Hill, Executive Director

BOARD OF DIRECTORS ATTENDANCE CHART

Board of Directors	9/10/19	11/12/19	2/11/20	5/12/20
Rob Allen	P	P		
Pegi Ard	P	P		
Ed Banks	P	P		
Michele Bassi	P	P		
Claire Biancalana	A	P		
Owen Brown	P	P		
Linda Burroughs	P	A		
Ceil Cirillo	P	P		
Linda Downing	A	P		
Sue Gochis	P	P		
David Heald	P	P		
Matt Huffaker	P	P		
Kelly Nesheim	P	P		
Amy Newell	P	P		
Ed Newman	P	P		
Bradley Olin	P	P		
William Ow	P	P		
June Padilla Ponce	P	A		
Patty Quillin	A	P		
Maria Esther Rodriguez	P	A		
Gun Ruder	P	P		
Karen Semingson	A	P		
Rachael Spencer	P	P		
Kate Terrell	P	A		
Rachel Wedeen	P	A		
Kathleen Welch	P	A		
Matt Wetstein	P	P		
Kristin Wilson	P	P		
Donna Ziel	P	P		

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

2019-20 BOARD MEETINGS:

Tuesdays, 12:00 pm – 2:00 pm
Sesnon House, Room 1804

February 11, 2020

May 12, 2020 (Watsonville Center)

MEMORANDUM

DATE: February 4, 2020

TO: Board of Directors

FROM: Claire Biancalana

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

BACKGROUND

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 10% or less than one month of the operating reserve. This contribution is within legal limits and provides significant support to the campaign.

On January 23, 2020 the Executive Committee voted to approve and recommend to the Board of Directors to make a contribution in the amount of \$49,999 to the Yes on Measure R Campaign.

RECOMMENDED MOTION

Approve 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.

MEMORANDUM

DATE: February 4, 2020
TO: Board of Directors
FROM: Owen Brown
SUBJECT: Update to Personnel Handbook Paid Time Off (PTO) accrual policy

BACKGROUND

Our Personnel Policy allows employees eligible for PTO 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.

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 annually, provided they retain a minimum balance of 80 hours of PTO.

Employees are encouraged to use their PTO throughout the year. Additionally, the Executive Director will proactively meet with employees who are close to reaching their maximum PTO to help create a plan to schedule time off (this situation mainly effects CCF employees with 20 years or more of employment). The option to cash out up to 80 hours of unused PTO provides an alternative to employees and keeps the accrual down.

On January 23, 2020 the Executive Committee voted unanimously to approve and recommend to the Board of Directors to update the PTO accrual policy as follows.

RECOMMENDED MOTION

Approve updating 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
December 31, 2019 Condensed Narrative
Updated January 31, 2020

(1) Balance Sheet

- **Total Assets:**
Total assets of \$39.0M are \$5M over prior year.
- **Receivables:**
Total pledges receivable are \$880K more than prior year.
- **Liabilities:**
Total Liabilities of \$1.7M are \$290K 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 \$37.3M are \$5.10M over prior year.

(2) Income Statement

- **Revenue:**
Earned income as of December 31, 2019 is \$2.0M compared to the prior year balance of -\$1.6M due primarily to investment performance. Contributed income of \$1.4M is \$857K less than prior year.
- **Expenses:**
Total Expenses of \$1.4M are \$101K more than prior year due to increased increases in nonendowed program expenses and scholarships.
- **Surplus/Deficit:**
As of December 31, 2019, the Cabrillo College Foundation has a \$2M surplus compared to prior year income -\$642K.

(3) Operational Budget to Actual

- **Revenue:**
Operating revenue of \$663K is \$56K favorable vs budget. The President's Circle donations are ahead of plan by \$15K and unrestricted income is \$31K favorable (\$32K unrestricted bequest).
- **Expenses:**
Operating expenses of \$447K are \$38K favorable vs projection.

- **Surplus/Deficit:**

The operating fund surplus is \$216K compared to \$213K last year.

(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 December 31, 2019
 With Comparative Totals as of December 31, 2018

	Operating 12/31/19 A	Nonendowed 12/31/19 B	Endowed 12/31/19 C	Total 12/31/19 D	Total 12/31/18 E
ASSETS					
CASH AND INVESTMENTS					
CASH					
WELLS FARGO BANK	\$0	\$0	\$0	\$0	\$239,833
LIGHTHOUSE BANK	\$65,045	\$16,817	\$2,650	\$84,512	\$147,478
LIGHTHOUSE BANK SWEEP	\$104,207	\$207,985	\$4,835	\$317,027	\$0
BAY FEDERAL CREDIT UNION	\$6,168	\$0	\$1,290	\$7,457	\$7,451
BAY FEDERAL CREDIT UNION	\$174,915	\$0	\$0	\$174,915	\$173,183
MORGAN STANLEY MID TERM POOL	\$383,233	\$494,205	\$0	\$877,438	\$305,006
MORGAN STANLEY NONENDOWED	\$694,823	\$2,462,160	\$0	\$3,156,984	\$3,801,360
MORGAN STANLEY GIFT RECEIPT	\$6,595	\$0	\$38,127	\$44,722	\$28,245
SANTA CRUZ COUNTY BANK	\$79,248	\$0	\$0	\$79,248	\$207,446
LIGHTHOUSE BANK	\$0	\$0	\$0	\$0	\$154,982
SUBTOTAL CASH	\$1,514,234	\$3,181,167	\$46,902	\$4,742,304	\$5,064,984
INVESTMENTS					
MORGAN STANLEY TITLE III/V HOLDING	\$13	\$0	\$1,500	\$1,513	\$6
MORGAN STANLEY LONG TERM POOL	\$107,595	\$0	\$29,965,568	\$30,073,163	\$25,582,571
MORGAN STANLEY TITLE V	\$0	\$0	\$1,181,775	\$1,181,775	\$1,099,013
MORGAN STANLEY TITLE III	\$0	\$0	\$253,346	\$253,346	\$201,387
MORGAN STANLEY ESG	\$4,175	\$0	\$1,141,768	\$1,145,943	\$899,599
SUBTOTAL INVESTMENTS	\$111,783	\$0	\$32,543,957	\$32,655,740	\$27,782,575
TOTAL CASH AND INVESTMENTS	\$1,626,017	\$3,181,167	\$32,590,859	\$37,398,044	\$32,847,559
RECEIVABLES					
PLEDGES					
PLEDGES - UNRESTRICTED	\$14,809	\$0	\$0	\$14,809	\$26,341
PLEDGES - ANNUAL FUND	\$13,835	\$0	\$0	\$13,835	\$6,701
PLEDGES - RESTRICTED	\$0	\$229,311	\$1,061,963	\$1,291,274	\$404,001
ALLOWANCE FOR UNCOLLECTIBLE PLEDGES	(\$4,848)	\$0	\$0	(\$4,848)	(\$2,415)
SUBTOTAL PLEDGES	\$23,796	\$229,311	\$1,061,963	\$1,315,070	\$434,627
ACCOUNTS RECEIVABLE					

Cabrillo College Foundation
Balance Sheet as of December 31, 2019
 With Comparative Totals as of December 31, 2018

	Operating 12/31/19 A	Nonendowed 12/31/19 B	Endowed 12/31/19 C	Total 12/31/19 D	Total 12/31/18 E
ACCOUNTS RECEIVABLE	\$0	\$3,771	\$0	\$3,771	\$1,151
TOTAL ACCOUNTS RECEIVABLE	\$0	\$3,771	\$0	\$3,771	\$1,151
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	\$83,353	\$296,739	\$1,073,670	\$1,453,762	\$595,451
FIXED ASSETS					
OFFICE EQUIPMENT	\$36,303	\$0	\$0	\$36,303	\$49,099
ACCUMULATED DEPRECIATION	(\$32,872)	\$0	\$0	(\$32,872)	(\$44,457)
TOTAL FIXED ASSETS (NET)	\$3,431	\$0	\$0	\$3,431	\$4,642
PREPAID EXPENSES	\$9,754	\$0	\$0	\$9,754	\$5,242
PREPAID RETIREMENT EXPENSE	\$20,765	\$0	\$0	\$20,765	\$15,777
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
TOTAL ASSETS	\$1,844,414	\$3,477,907	\$33,664,528	\$38,986,849	\$33,582,353

Cabrillo College Foundation
Balance Sheet as of December 31, 2019
 With Comparative Totals as of December 31, 2018

	Operating 12/31/19 A	Nonendowed 12/31/19 B	Endowed 12/31/19 C	Total 12/31/19 D	Total 12/31/18 E
LIABILITIES AND NET ASSETS					
LIABILITIES					
PAYABLES AND ACCRUED EXPENSES					
ACCOUNTS PAYABLE	\$14,961	\$5,096	\$102,789	\$122,846	\$115,536
ACCRUED PTO	\$59,407	\$0	\$0	\$59,407	\$50,078
ACCRUED HEALTH BENEFITS	\$61,844	\$0	\$0	\$61,844	\$32,157
PAYROLL WITHHOLDINGS	\$0	\$0	\$0	\$0	\$99
SECTION 125 WITHHOLDINGS	\$1,294	\$0	\$0	\$1,294	\$236
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	\$723,634	\$5,096	\$102,789	\$831,519	\$734,788
SCHOLARSHIPS AWARDED					
CAP SCHOLARSHIPS	\$0	\$33,997	\$669,003	\$703,000	\$520,347
ENDOWED SCHOLARSHIPS	\$0	\$0	\$18,500	\$18,500	\$8,500
NONENDOWED 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	\$1,378	\$38,868	\$40,246	\$34,951
SUBTOTAL WES GRANTS PAYABLE	\$0	\$1,378	\$38,868	\$40,246	\$34,951
TOTAL LIABILITIES	\$723,634	\$117,790	\$829,160	\$1,670,584	\$1,381,114
NET ASSETS					
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	\$250,968	\$0	\$0	\$250,968	\$213,220
SUBTOTAL OPERATING NET ASSETS	\$1,120,780	\$0	\$0	\$1,120,780	\$930,616

Cabrillo College Foundation
Balance Sheet as of December 31, 2019
 With Comparative Totals as of December 31, 2018

	Operating 12/31/19 A	Nonendowed 12/31/19 B	Endowed 12/31/19 C	Total 12/31/19 D	Total 12/31/18 E
NET ASSETS - NONENDOWED	\$0	\$3,360,117	\$0	\$3,360,117	\$3,879,435
NET ASSETS - ENDOWED	\$0	\$0	\$32,835,368	\$32,835,368	\$27,391,188
TOTAL NET ASSETS	\$1,120,780	\$3,360,117	\$32,835,368	\$37,316,265	\$32,201,239
TOTAL LIABILITIES AND NET ASSETS	\$1,844,414	\$3,477,907	\$33,664,528	\$38,986,849	\$33,582,353
 BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS	 \$905,129	 \$3,273,932	 \$31,103,044	 \$35,282,105	 \$32,843,644
 NET SURPLUS/(DEFICIT)	 \$215,651	 \$86,185	 \$1,732,324	 \$2,034,159	 (\$642,405)
 ENDING NET ASSETS	 \$1,120,780	 \$3,360,117	 \$32,835,368	 \$37,316,265	 \$32,201,239

Cabrillo College Foundation
Income Statement by Fund as of December 31, 2019
 With Comparative Totals as of December 31, 2018

	Operating 12/31/19 A	Nonendowed 12/31/19 B	Endowed 12/31/19 C	Total 12/31/19 D	Total 12/31/18 E
REVENUE					
EARNED INCOME					
INTEREST AND DIVIDENDS	\$47,427	\$0	\$466,706	\$514,133	\$524,927
UNREALIZED GAIN/LOSS ON SECURITIES	(\$10,188)	\$0	\$1,230,656	\$1,220,468	(\$5,156,144)
REALIZED GAINS/LOSSES	\$3,584	\$0	(\$8,159)	(\$4,575)	\$2,709,510
FEE INCOME	\$25,654	\$0	\$0	\$25,654	\$50,929
OPERATIONAL ENDOWMENT PAYOUT	\$14,276	\$0	\$0	\$14,276	\$14,122
ENDOWMENT MANAGEMENT FEE	\$220,669	\$0	\$0	\$220,669	\$214,568
TOTAL EARNED INCOME	\$301,422	\$0	\$1,689,203	\$1,990,625	(\$1,642,088)
CONTRIBUTED INCOME					
RESTRICTED CONTRIBUTIONS	\$0	\$471,940	\$583,491	\$1,055,431	\$1,905,347
OTHER INCOME	\$1,820	\$0	\$0	\$1,820	\$0
ANNUAL FUND	\$740	\$0	\$0	\$740	\$3,010
PRESIDENT'S CIRCLE GIFTS	\$305,850	\$0	\$0	\$305,850	\$307,567
UNRESTRICTED GIFTS	\$41,083	\$0	\$0	\$41,083	\$18,366
INTERFUND CONTRIBUTIONS	\$0	(\$12,433)	\$12,433	\$0	\$0
IN KIND REVENUE	\$0	\$9,584	\$0	\$9,584	\$34,448
IN KIND REVENUE-RENT	\$11,856	\$0	\$0	\$11,856	\$11,856
TOTAL CONTRIBUTED INCOME	\$361,349	\$469,091	\$595,925	\$1,426,365	\$2,280,594
TOTAL REVENUE	\$662,772	\$469,091	\$2,285,127	\$3,416,990	\$638,505
EXPENSES					
SALARIES & WAGES					
SALARIES & WAGES	\$215,260	\$0	\$3,402	\$218,662	\$229,766
TOTAL SALARIES & WAGES	\$215,260	\$0	\$3,402	\$218,662	\$229,766
PAYROLL TAXES, BENEFITS					
PAYROLL TAXES, BENEFITS	\$113,009	\$0	\$350	\$113,358	\$112,452
TOTAL PAYROLL TAXES, BENEFITS	\$113,009	\$0	\$350	\$113,358	\$112,452
ADVERTISING	\$0	\$0	\$0	\$0	\$113
PRINTING	\$12,614	\$0	\$0	\$12,614	\$11,494
PHOTOS	\$2,350	\$0	\$0	\$2,350	\$550
CONSULTANTS	\$25,032	\$0	\$0	\$25,032	\$21,800

Cabrillo College Foundation
Income Statement by Fund as of December 31, 2019
 With Comparative Totals as of December 31, 2018

	Operating 12/31/19 A	Nonendowed 12/31/19 B	Endowed 12/31/19 C	Total 12/31/19 D	Total 12/31/18 E
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$31,438	\$0	\$0	\$31,438	\$10,220
OFFICE EQUIP & MAINTENANCE					
OFFICE EQUIPMENT	\$440	\$0	\$0	\$440	\$310
DEPRECIATION EXPENSE	\$605	\$0	\$0	\$605	\$605
SOFTWARE MAINTENANCE	\$6,272	\$0	\$0	\$6,272	\$11,708
SOFTWARE	\$0	\$0	\$0	\$0	\$99
TOTAL OFFICE EQUIP & MAINTENANCE	\$7,317	\$0	\$0	\$7,317	\$12,723
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$1,395	\$0	\$0	\$1,395	\$209
OFFICE SUPPLIES	\$3,110	\$0	\$0	\$3,110	\$2,772
POSTAGE & MAILING SERVICE	\$3,347	\$0	\$0	\$3,347	\$4,325
BOARD EXPENSES	\$1,704	\$0	\$0	\$1,704	(\$385)
OTHER EXPENSES					
MISCELLANEOUS	\$350	\$0	\$0	\$350	\$204
UNCOLLECTIBLE PLEDGES	(\$1,610)	\$0	\$0	(\$1,610)	\$15,219
MILEAGE & PARKING	\$356	\$0	\$0	\$356	\$185
INTERNET SERVICE	\$651	\$0	\$0	\$651	\$638
IT HOSTING SERVICE	\$9,355	\$0	\$0	\$9,355	\$9,355
BANK CHARGES	\$4,273	\$0	\$0	\$4,273	\$2,794
INVESTMENT FEES	\$1,833	\$0	\$67,411	\$69,244	\$77,691
MANAGEMENT FEES	\$0	\$0	\$220,669	\$220,669	\$214,568
DIRECTOR/OFFICER LIABILITY INS	\$1,530	\$0	\$0	\$1,530	\$1,504
LIABILITY AND PROPERTY INSURANCE	\$1,953	\$0	\$0	\$1,953	\$1,941
TOTAL OTHER EXPENSES	\$18,689	\$0	\$288,080	\$306,769	\$324,098
IN KIND EXPENSE	\$0	\$9,584	\$0	\$9,584	\$34,448
IN KIND EXPENSE - RENT	\$11,856	\$0	\$0	\$11,856	\$11,856
NONENDOWED PROGRAM EXPENSES	\$0	\$220,304	\$0	\$220,304	\$301,521
ENDOWED PROGRAM EXPENSES	\$0	\$0	\$136,822	\$136,822	\$127,993
SCHOLARSHIPS	\$0	\$153,017	\$124,150	\$277,167	\$74,954
TOTAL EXPENSES	\$447,121	\$382,906	\$552,804	\$1,382,831	\$1,280,911

Cabrillo College Foundation
Income Statement by Fund as of December 31, 2019
With Comparative Totals as of December 31, 2018

NET SURPLUS/(DEFICIT)

\$215,651\$86,185\$1,732,324\$2,034,159(\$642,405)

Cabrillo College Foundation
Income Statement - Operating Budget as of 12/31/19
 With Comparative Totals as of 12/31/18

	18-19 Actual 6 Months A	19-20 Actual 6 Months B	19-20 Budget 6 Months C	19-20 Actual To 19-20 Budget D	19-20 6 Mos. and 6 Mos. Projected E	19/20 Annual Budget (Approved 5/14/19) F	Variance 19-20 6 Mos. Actual & 6 Mos. Projected to 19-20 Budget G
REVENUE							
EARNED INCOME							
INTEREST AND DIVIDENDS	\$34,243	\$47,427	\$34,500	\$12,927	\$84,000	\$69,000	\$15,000
UNREALIZED GAIN/LOSS ON SECURITIES	(\$594)	(\$10,188)	\$0	(\$10,188)	(\$10,188)	\$0	(\$10,188)
REALIZED GAINS/LOSSES	\$476	\$3,584	\$0	\$3,584	\$3,584	\$0	\$3,584
FEE INCOME	\$50,929	\$25,654	\$32,350	(\$6,696)	\$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	\$214,568	\$220,669	\$208,481	\$12,188	\$416,961	\$416,961	\$0
TOTAL EARNED INCOME	\$313,744	\$301,422	\$290,830	\$10,592	\$606,418	\$599,246	\$7,172
CONTRIBUTED INCOME							
OTHER INCOME	\$0	\$1,820	\$0	\$1,820	\$1,820	\$0	\$1,820
ANNUAL FUND	\$3,010	\$740	\$3,000	(\$2,260)	\$50,000	\$50,000	\$0
PRESIDENT'S CIRCLE GIFTS	\$307,567	\$305,850	\$291,000	\$14,850	\$366,000	\$366,000	\$0
UNRESTRICTED GIFTS	\$18,366	\$41,083	\$10,000	\$31,083	\$41,083	\$20,000	\$21,083
INTERFUND CONTRIBUTIONS	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0
IN KIND REVENUE-RENT	\$11,856	\$11,856	\$11,856	\$0	\$23,712	\$23,712	\$0
TOTAL CONTRIBUTED INCOME	\$344,799	\$361,349	\$315,856	\$45,493	\$482,615	\$459,712	\$22,903
TOTAL REVENUE	\$658,543	\$662,772	\$606,686	\$56,085	\$1,089,033	\$1,058,958	\$30,075
EXPENSES							
SALARIES & WAGES							
SALARIES & WAGES	\$226,332	\$215,260	\$231,784	\$16,524	\$488,905	\$488,905	\$0
TOTAL SALARIES & WAGES	\$226,332	\$215,260	\$231,784	\$16,524	\$488,905	\$488,905	\$0
PAYROLL TAXES, BENEFITS							
PAYROLL TAXES, BENEFITS	\$112,013	\$113,009	\$127,857	\$14,848	\$255,714	\$255,714	\$0
TOTAL PAYROLL TAXES, BENEFITS	\$112,013	\$113,009	\$127,857	\$14,848	\$255,714	\$255,714	\$0
ADVERTISING	\$113	\$0	\$0	\$0	\$1,000	\$1,000	\$0
PRINTING	\$11,494	\$12,614	\$10,000	(\$2,614)	\$20,000	\$20,000	\$0
PHOTOS	\$550	\$2,350	\$1,950	(\$400)	\$3,900	\$3,900	\$0
CONSULTANTS	\$21,800	\$25,032	\$26,231	\$1,199	\$45,025	\$45,025	\$0
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$10,220	\$31,438	\$31,282	(\$156)	\$59,278	\$59,278	\$0

Cabrillo College Foundation
Income Statement - Operating Budget as of 12/31/19
 With Comparative Totals as of 12/31/18

	18-19 Actual 6 Months A	19-20 Actual 6 Months B	19-20 Budget 6 Months C	19-20 Actual To 19-20 Budget D	19-20 6 Mos. and 6 Mos. Projected E	19/20 Annual Budget (Approved 5/14/19) F	Variance 19-20 6 Mos. Actual & 6 Mos. Projected to 19-20 Budget G
OFFICE EQUIP & MAINTENANCE							
OFFICE EQUIPMENT	\$310	\$440	\$670	\$230	\$1,340	\$1,340	\$0
DEPRECIATION EXPENSE	\$605	\$605	\$605	\$0	\$1,211	\$1,211	\$0
SOFTWARE MAINTENANCE	\$11,708	\$6,272	\$6,243	(\$29)	\$12,486	\$12,486	\$0
SOFTWARE	\$99	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL OFFICE EQUIP & MAINTENANCE	\$12,723	\$7,317	\$7,518	\$201	\$15,037	\$15,037	\$0
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$209	\$1,395	\$828	(\$567)	\$1,656	\$1,656	\$0
OFFICE SUPPLIES	\$2,772	\$3,110	\$3,506	\$396	\$7,012	\$7,012	\$0
POSTAGE & MAILING SERVICE	\$4,325	\$3,347	\$5,112	\$1,765	\$10,223	\$10,223	\$0
BOARD EXPENSES	(\$385)	\$1,704	\$0	(\$1,704)	\$2,393	\$2,393	\$0
OTHER EXPENSES							
MISCELLANEOUS	\$204	\$350	\$275	(\$75)	\$550	\$550	\$0
UNCOLLECTIBLE PLEDGES	\$14,624	(\$1,610)	\$8,750	\$10,360	\$17,500	\$17,500	\$0
MILEAGE & PARKING	\$185	\$356	\$323	(\$33)	\$645	\$645	\$0
INTERNET SERVICE	\$638	\$651	\$720	\$69	\$1,440	\$1,440	\$0
IT HOSTING SERVICE	\$9,355	\$9,355	\$9,355	\$1	\$9,355	\$9,355	\$0
BANK CHARGES	\$2,794	\$4,273	\$4,000	(\$273)	\$8,000	\$8,000	\$0
INVESTMENT FEES	\$55	\$1,833	\$185	(\$1,648)	\$1,833	\$370	(\$1,463)
DIRECTOR/OFFICER LIABILITY INS	\$1,504	\$1,530	\$1,846	\$316	\$3,692	\$3,692	\$0
LIABILITY AND PROPERTY INSURANCE	\$1,941	\$1,953	\$2,101	\$148	\$4,202	\$4,202	\$0
TOTAL OTHER EXPENSES	\$31,300	\$18,689	\$27,554	\$8,866	\$47,217	\$45,754	(\$1,463)
IN KIND EXPENSE - RENT	\$11,856	\$11,856	\$11,856	\$0	\$23,712	\$23,712	\$0
TOTAL EXPENSES	\$445,323	\$447,121	\$485,478	\$38,357	\$981,072	\$979,609	(\$1,463)
NET SURPLUS/(DEFICIT)	\$213,220	\$215,651	\$121,208	\$94,442	\$107,961	\$79,349	\$28,612

Board of Trustees Report, February 3, 2020
Matt Wetstein

SCFF and Sacramento Legislative Lobby Day Update

The Governor's proposed budget featured a status quo approach to the system's funding formula. A 2.29% COLA is currently the best that Cabrillo can hope for in the 2020-21 academic year. There are efforts underway to extend the "hold harmless" funding category for either another year or permanently. Meanwhile, over the last month, we pursued changes in the funding formula through conversations with Senator Bill Monning and his staff. While a particular bill will not be introduced to address regional costs of operation and the SCFF's tendency to under-count the poor in our community, we were able to educate the Senator on continuing flaws in the funding model. The legislative lobby efforts were aided by the attendance of three board members at the CCLC Legislative Action Day: Leticia Mendoza, Christina Cuevas, and Donna Ziel, along with Kristin Fabos. Their meeting with Senator Monning also included representatives from Monterey Peninsula College and Gavilan College. The Cabrillo contingent for the Sacramento visit is pictured below.



Housing & Food Insecurity Task Force

In early January, the CEO task force on Housing and Food Insecurity issues released a web-based survey for CEO's to complete. The survey is designed to assess interest in various approaches to student housing. The survey data will be compiled and used to inform policy recommendations to the legislature and professional development planned for the upcoming CEO conference. We are tracking several approaches to student housing that have come into play in recent years, including public private partnerships for student housing and an innovative modular design process that Compton College is currently exploring.

Civics Summit

Another highlight of the month was the County Civics Summit that was hosted at Cabrillo College on Friday, January 24. More than 400 local HS juniors and seniors got to interact with state and local politicians and community leaders. The event organizers included the County Elections Office and Gail Pellerin, the County

Office of Education, and the Santa Cruz Democratic Central Committee.

In the table below are some of the events and activities I have been involved with since last month's board meeting (since January 13, 2020).

College Events, Meetings and Visits	Community Events and Visits
Guided Pathways Meeting, 1/14	Funeral for Rotarian John Fisher, Aptos, 1/14
Flex training on diverse workforce, 1/17	Dinner with Measure R opponents, 1/14
Athletics Hall of Fame, 1/18	Breakfast with Kate Roberts of MBEP, 1/15
Flex Equity Workshops, 1/21	Web Design Meeting with Design by Cosmic,

	1/15
Student Senate Retreat, 1/21	Santa Cruz County Business Council, 1/16
Meeting with Noel Kelsch, 1/22	Aptos Rotary Meeting, 1/16
Coffee with Ray Kaupp, 1/23	Symphony Education Committee, 1/16
New Employee Orientation, 1/23	Monterey Bay DART Meetup, 1/16
Faculty Grants Reception, 1/23	Meeting at Granite Rock re: Watsonville, 1/17
Lunch with John Orlando, 1/24	Workforce Housing Meeting in Capitola, 1/17
Student Veterans Center Welcome, 1/24	Trevor Taylor, Sen. Monning's Office, 1/17
Rob Johnstone & GP Team, 1/27	PV Cesar Chavez Democrats Mtg., 1/20
Lunch with Leticia Mendoza, 1/29	SC COE Strategic Plan Meeting, 1/21
Breakfast with Dan Rothwell, 1/31	Interview with Todd Guild of R-Pajaronian, 1/22
Lunch with John Gaulty, 1/31	Agri-Culture Board meeting, 1/22
	Cabrillo Foundation Exec. Comm. Mtg., 1/23
	Aptos/Capitola Rotary, 1/23
	SC Symphony Board Meeting, 1/23
	SC Civics Summit, 1/24
	CCLC Legislative Summit, 1/26
	MBEP Quarterly Board Meeting, 1/27
	SC Chamber Breakfast, 1/28
	Michelle Rodriguez PVUSD, 1/28
	County Office of Ed Strategic Plan, 1/28
	SC Symphony Docent Training, 1/29
	United Way of SC Board Meeting, 1/29
	County Supervisors Candidate Forum, 1/29
	Aptos/Capitola Rotary, 1/30
	SC Farm Bureau Retreat, 1/30
	Mid-County Democrats Meeting, 1/30
	Latino Role Models Conference, 2/1
	Pajaro Valley Chamber Dinner, 2/1

Executive Director Report: February 2020

Administration

- 2020-21 Budget work
- Nominating Committee
- Learning more about IRAs
- Annual Fund phone campaign
- Event planning



Fundraising

- 2019-20 fundraising goal is \$3M and \$1,686,904 has been raised and \$1,620,000 has been added in unbooked planned gifts
- President's Circle: \$399,527 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
- Proposals: Foundation for California Community Colleges, Kaiser, Dental Trade Alliance



Upcoming Events

- CAP Awards Ceremony: March 24, 6:00 – 8:00 pm, Crocker Theater
- High Achiever Scholarship Ceremony: April 29, 4:00 – 6:00 pm, Sesnon House
- American Dream Scholarship Ceremony: May 19, 4:00 – 5:00 pm, Samper Recital Hall



MEMORANDUM

DATE: February 4, 2020

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 - 1/30/20	2019- 20 Target	
\$383,127	\$385,000	President's Circle
\$0	\$50,000	Annual Fund
\$184,717	\$175,000	Women's Educational Success
\$211,321	\$150,000	Cabrillo Advancement Program (Endowed)
\$235,527	\$500,000	Scholarships (Endowed)
\$93,894	\$250,000	Scholarships (Nonendowed)
\$240,148	\$490,000	Faculty/Department Support (Faculty Grants, Allied Health, Athletics, VAPA, etc.)
\$79,000	\$250,000	Student Support Services (Disabled student services, internships, tutoring, etc.)
\$259,170	\$250,000	Donor directed interests
\$1,620,000	\$500,000	Unbooked Planned Gifts
\$3,306,904	\$3,000,000	TOTAL

DATE: February 4, 2020
TO: Board of Directors
FROM: Eileen Hill

SUBJECT: July 1, 2019 to January 30, 2020
 2019-20 Outright Gifts Fundraising Total \$ 1,686,904
 2019-20 Unbooked Revocable Planned Gifts \$ 1,620,000
Total \$ **3,306,904**

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

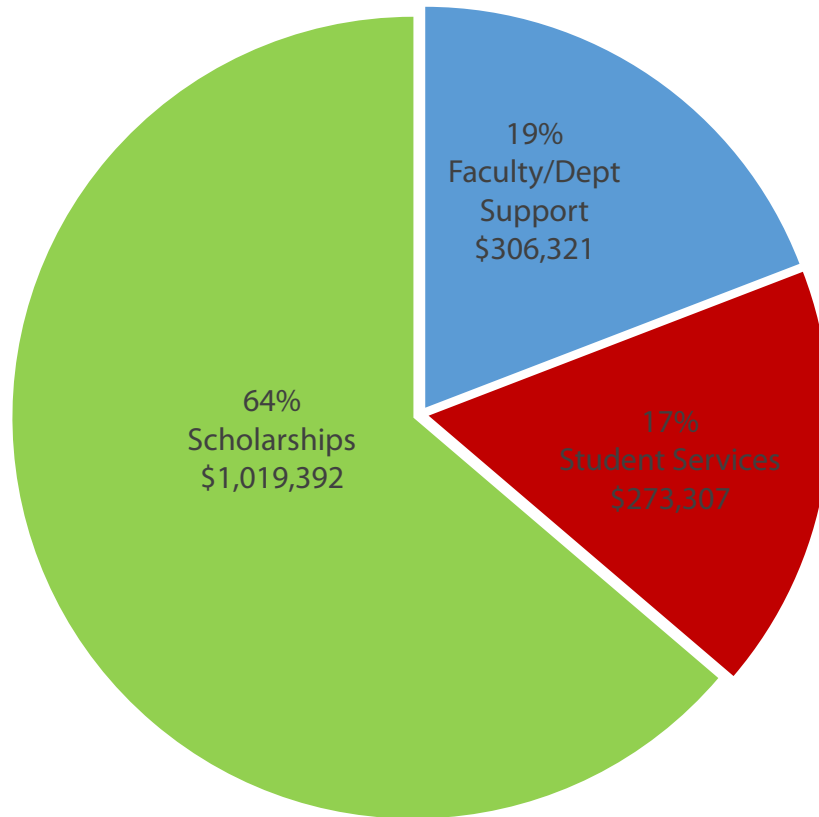
Recorded Gifts 07-01-19 to 01-30-20:

Monterey Peninsula Foundation (Web Design for Cabrillo)	\$ 200,000
The Barbara Samper Foundation (CAP)	\$ 125,000
Rowland and Pat Rebele (Journalism)	\$ 75,000
Joan Griffiths (President's Circle, WES & Scholarships)	\$ 60,508
Paul & Pat Shirley (CAP)	\$ 50,500
Elliott Mozée Estate (Scholarships)	\$ 35,000
Betty Ann Altman (Scholarship)	\$ 34,923
Nancy Gregg Estate (Unrestricted)	\$ 34,170
Davidson Family Foundation (Engineering)	\$ 25,000
Vertical Raise Trust Account (Baseball)	\$ 20,613
Sheri Watson-Riley (Scholarship)	\$ 20,030
Esther & Gerry Levandoski (President's Circle & CAP)	\$ 15,386
Rick & Ruth Moe (President's Circle, WES)	\$ 15,364
Edward & Debra Menges (Scholarship)	\$ 15,100
Bruce Berwald (Scholarship)	\$ 15,000
William & Lupe Burgstrom (CAP)	\$ 15,000
Edward Newman & Leslie Christie (President's Circle)	\$ 15,000
Craig Rowell & Corinda Ray (Scholarship & WES)	\$ 12,300
Topsy Smalley (WES, Library, Stroke Center, Tutorials, Symphonic Chorus, Theatre & Engineering)	\$ 12,250
Bill & Brigid Simpkins (Water Polo, Stroke Center & CAP)	\$ 11,500
Foundation for California Community Colleges (Scholarship)	\$ 10,800
Ow Family Properties (Stroke Center & WES)	\$ 10,500
Rachael Spencer & Kevin Rooney (President's Circle, WES & Scholarship Hall of Fame)	\$ 10,250
Thomas Sourisseau (President's Circle & Stroke Center)	\$ 10,200
Anonymous (President's Circle & WES)	\$ 10,100
The Peggy & Jack Baskin Foundation (WES)	\$ 10,000
Richard & Laurie Brueckner (Scholarship)	\$ 10,000
Brian & Patti Herman (WES)	\$ 10,000
Peter Weber & Victor Ruder (Scholarship)	\$ 10,000
Jill & Dick Wilson (Scholarship)	\$ 10,000
Joan Calonna (WES)	\$ 9,800
Miles & Rosanne Reiter (President's Circle)	\$ 9,800
Rachel Wedeen (President's Circle, WES)	\$ 8,950
Gifts under \$8,950 (1,313 of 1,346 total donors)	\$ <u>748,860</u>
Total Secured Gifts	\$ 1,686,904
Total Unbooked Revocable Planned Gifts	\$ <u>1,620,000</u>
TOTAL	\$ <u>3,306,904</u>

Notes: 1. For 2019-20, The Cabrillo College Foundation has been notified of four planned gifts.
 2. The cumulative unbooked revocable planned gifts total is \$25,745,000.

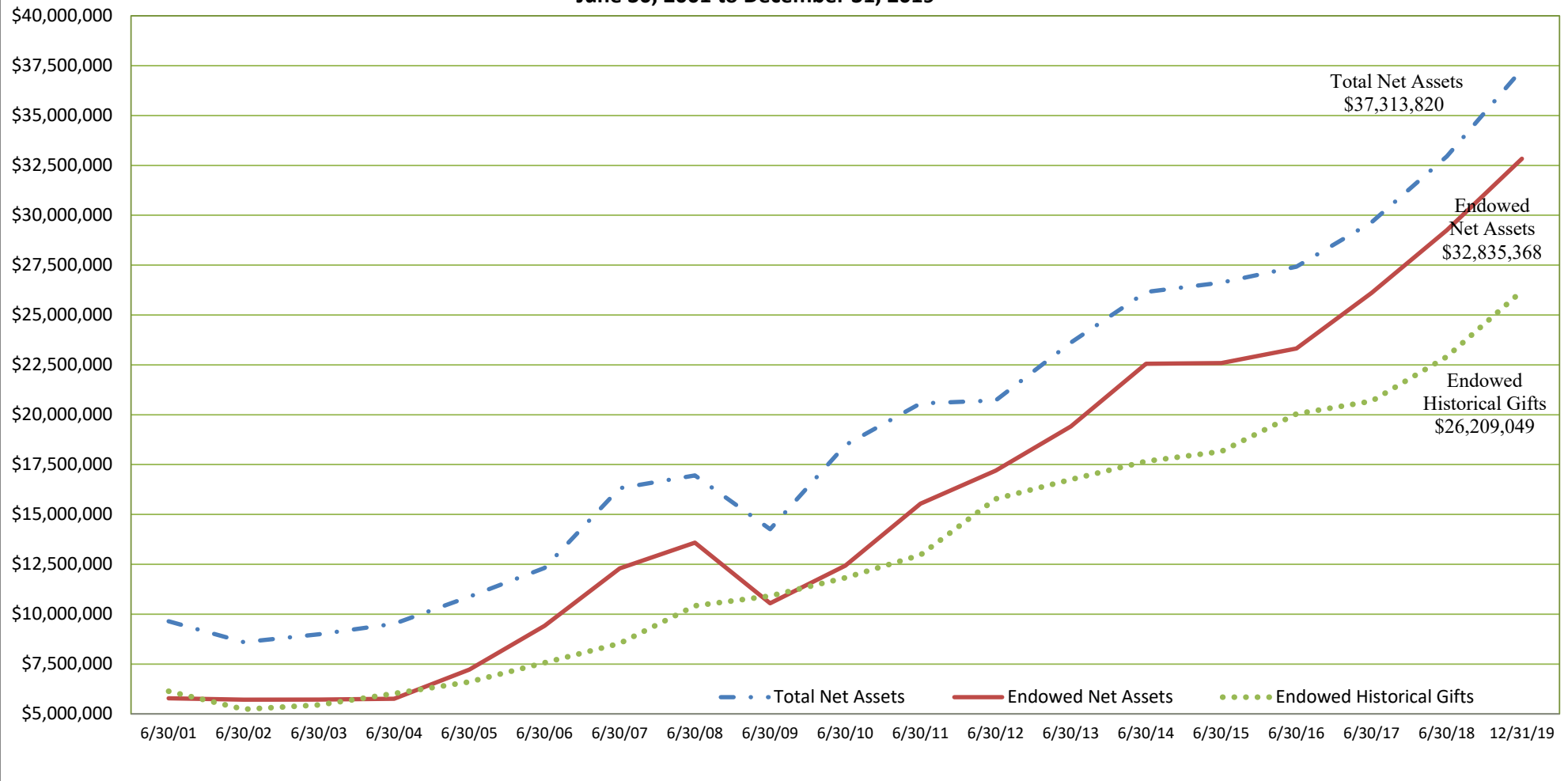
Cabrillo College FOUNDATION

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



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

Cabrillo College Foundation
Total Net Assets, Endowed Net Assets, and Endowed Historical Gifts
June 30, 2001 to December 31, 2019



Total Net Assets highest level was \$37,313,820 as of December 31, 2019

Endowed Net Assets highest level was \$32,835,368 as of December 31, 2019

Endowed Historical Gifts highest level was \$26,209,049 as of December 31, 2019

MEMORANDUM

DATE: February 4, 2020
TO: Board of Directors
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 February 3, 2020:

- GOAL!!!!
- \$399,527.35 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
- Reminders going out soon to all donors who gave last year, but not yet this year

A 2019-20 member list and history report are attached

2020 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.....May 28

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 02/03/2020

\$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
Pegi and Tom Ard
Jim Baker and Nancy
Millslagle
Judy Boemer
Jess Brown
Owen Brown and Mary Akin
Ken and Kathy Doctor
Lee and Emily Duffus
Jack Farr
Duf and Paula Fischer
Joan Griffiths
Kimberly Hallinan and Ken
Helms

Trisha and Brandon Kett
Vance Landis-Carey and
Robert Carey
Leola Lapides and Bob Katz
Marilyn Manning Lonergan
and Richard Lonergan
John and Megan Martinelli /S.
Martinelli & Co.
Robert Millslagle and Bjorg
Yonts
Joe and Susan Mingione
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
James Thompson
W. Todd and Corinne Wipke

\$1,500+

Mike and Kalena Allard
Lowell and Ernestine Anderson
Edward and Kathleen Banks
Tila Bañuelos
Carrie Birkhofer/Bay Federal Credit
Union
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

CABRILLO COLLEGE FOUNDATION
President's Circle Members 2019-20
Updated 02/03/2020

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
Alan and Gweneth Brown
Priscilla Brown
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
Robert Goff and Eleanor Littman
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
Ton and Thelma Jue
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 Pfothenhauer 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
Kathryn Shephard
Karen Semingson
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 Willot and Glen Joy
Terrence Willett and Jennifer Cross
Neal and Paula Woods

CABRILLO COLLEGE FOUNDATION
President's Circle Members 2019-20
Updated 02/03/2020

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>
<i>Jack Baskin and Peggy</i>	Joan and Gerald	<i>Eileen and Max Koppes</i>	Rowland and Pat	Mary and Richard
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>	<i>Griffiths</i>	<i>Josie and Bailey Little</i>	<i>Iris and J. Arthur</i>	Kevin Rooney
<i>Neva Bournier</i>	Grove Foundation	Fred and Linda	<i>Rodgers</i>	<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 2/4/2020**

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Committee Chair	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	Duf and Paula Fischer & Michele Bassi
# of Committee Members	37	37	36	29	36	33	37	44	50
# of Annual Members (\$1,000+)	176	192	190	189	206	214	227	227	217
# of Annual Members solicited for the first time through Annual Fund (\$1,000+)	3	2	1	1	2	3	2	1	0
# of New Annual Members (\$1,000+)	26	30	20	16	23	19	32	20	25
# of Rejoining Annual Members (\$1,000+)	150	162	170	179	183	192	195	207	192
% of Rejoining Members	88%	92%	88%	94%	97%	93%	91%	91%	85%
# of \$15,000+						1	1	1	2
# of \$10,000+	0	0	2	3	3	2	3	3	5
# of \$5,000-\$9,999	8	10	7	7	8	7	9	10	9
# of \$2,500-\$4,999	16	13	13	13	14	15	23	27	32
# of \$1,500-\$2,499 (Starting 2011-2012)*	37	38	45	52	54	56	59	57	49
# of \$1,000 Donations	112	126	119	114	127	133	132	129	114
# of Donors Who Gave < \$1,000	8	9	7	8	9	8	3	4	6
# of Prospects Solicited	1,168	1,085	1,063	1,011	1,045	1,041	1,031	1,042	1044
Donations from Annual Fund	\$3,000	\$3,500	\$1,000	\$1,000	\$1,000	\$3,000	\$2,000	\$1,000	
Operational Budget Goal	\$225,000	\$250,000	\$280,000	\$285,000	\$317,000	\$318,000	\$332,000	\$380,000	\$386,000
Total Funds Raised	\$250,616	\$271,652	\$282,774	\$311,406	\$318,074	\$330,908	\$377,795	\$384,697	\$399,527
Percent Increase/ Decrease Over Previous Year	11%	8%	4%	10%	2%	4%	14%	2%	4%

MEMORANDUM

DATE: February 4, 2020
TO: Board of Directors
FROM: Eileen Hill
SUBJECT: **Cabrillo Advancement Program (CAP) Update**

Description

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

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

Results

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

CAP Funding

In 2018-19 a total of \$1,812,868 was raised for CAP. A solicitation will be sent in April 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 mailed in early February

MEMORANDUM

DATE: February 4, 2020
TO: Board of Directors
FROM: Owen Brown
SUBJECT: Faculty and Staff Grants

Faculty and Staff Grants

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

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

The Faculty and Staff Grant Awards Reception was held on Thursday, January 23rd at the Sesnon House and we had a nice turnout of 62 guests. Award recipients had the opportunity to share about their projects and all guests celebrated with food and wine after the program.

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).

Faculty and Staff Grant Awards

Faculty Grants for Student Success

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

MEMORANDUM

DATE: February 4, 2020
TO: Board of Directors
FROM: Ceil Cirillo
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.

Our Scholarship Donor Reception that was held on October 24th 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 February 3, 2020, we have received over \$130,000 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."

MEMORANDUM

DATE: February 4, 2020
TO: Board of Directors
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

MEMORANDUM

DATE: February 4, 2020
TO: Board of Directors
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 st – April 3 rd , 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

2019-20 Cabrillo College Foundation Committee Meetings and Events

Updated 2/3/2020

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 29, 2020

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)

February 25, 2020

5:30 pm – 7:00 pm

(wrap-up party)

WOMEN'S

EDUCATIONAL

SUCCESS (WES)

Sesnon House Room 1824

June 2, 2020

10:00 am – 11:00 am

July 15, 2020

1:00 pm – 5:00 pm

(signing meeting)

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 at Cabrillo's

Horticulture and

Ag Tech Center

\$1,500+ Members

May 28, 2020

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 19, 2020

4:00 – 5:00 pm

Samper Recital Hall

Colligan Family Scholarship

Ceremony

August 20, 2020

4:00 – 5:00 pm

Samper Recital Hall

2019-20 Cabrillo College Foundation Committee Roster – Updated 1/28/2020

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 Lapiques
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 Lapiques
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 Loneragan
Richard Loneragan
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

Pam Goodman
Julie Hanks
Kathleen Jones
Janet Krassow
Angie McClellan
Sue Nerton
Mara Paladrani
Carolyn Parham
Tonee Picard
Patty Quillin
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

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
Peggy Downes Baskin, cofounder
Sue Broadston
Lynette Cleland
Cathy Conway
Freny Cooper
Mary Culley
Corrine Flanagan