

Cabrillo College FOUNDATION

MEMORANDUM

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EXECUTIVE DIRECTOR

Eileen Hill

DATE: August 31, 2020

TO: Rob Allen, Pegi Ard, Ed Banks, Michele Bassi, Owen Brown, Linda Burroughs, Ceil Cirillo, David Heald, Matt Huffaker, Amy Lehman, Kelly Nesheim, Amy Newell, Ed Newman, Bradley Olin, Erica Ow, June Padilla Ponce, Patty Quillin, Maria Esther Rodriguez, Gun Ruder, Karen Semingson, Rachael Spencer, Trevor Strudley, Kate Terrell, Julie Thiebaut, Rachel Wedeen, Kathleen Welch, Matt Wetstein, Kristin Wilson, Donna Ziel

FROM: Claire Biancalana, CCF President

STAFF: Eileen Hill, Nancy Machado, Kate Staveland

SUBJECT: **Special Board of Directors Meeting**
Tuesday, September 1, 2020
2:30 pm – 3:00 pm
Virtual Zoom Meeting

Item	Responsibility	Page
A. Regular Open Session		
1. Welcome and Call to Order	C. Biancalana	
2. Approval of Agenda	C. Biancalana	
<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>		

Item	Responsibility	Page
<hr/> B. Public Comment		
1. Public Comment Opportunity	C. Biancalana	
<hr/> C. Action Item		
1. Board directed scholarships for Fire Relief Emergency Grants	M. Wetstein, E. Hill	3 - 4
<hr/> D. Adjournment		
1. Adjournment	C. Biancalana	

NEXT MEETING:
Tuesday, September 8
12:00 pm – 2:00 pm

MEMORANDUM

DATE: August 31, 2020
TO: Board of Directors
FROM: Eileen Hill
SUBJECT: Board Directed Scholarships for Fire Relief Emergency Grants

BACKGROUND

Due to the CZU Lightning Fire Complex, we estimate 650 students have been displaced from the San Lorenzo Valley, Davenport, and Bonny Doon area. In addition, 95 Cabrillo employees have been displaced, with an estimated 57 in the SLV, Davenport, Bonny Doon area. We do not yet know the extent of loss for our students and employees. Much like the Cabrillo College Foundation's rapid response to the pandemic with emergency grants, we would like to provide emergency funding during this tragedy to provide support to keep students in school and support our Cabrillo employees as they rebuild their lives. We would like to provide \$550 Fire Relief Emergency Grants to Cabrillo students and staff members affected.

Selection/Process

For students and Cabrillo employees, a simple application would be created for those who have been impacted. Financial Aid will verify student enrollment and that they are located in an area with loss or damage and disburse emergency funding. Human Resources will verify employment and location of employees prior to disbursement. If there are additional funds available to support the Cabrillo family, we would open it up for a second round of funding for those impacted by the fires.

Funding Needed Based on the estimates

650 students x \$550	= \$357,500
57 staff x \$550	= <u>\$31,350</u>
	\$388,850

Funding Sources

A) There are several endowed scholarships that have historically been directed by the Board to support Cabrillo Advancement Program (CAP) scholarships. Since 2003 the CAP Scholarship endowments have grown and we have sufficient funding this year to cover CAP Scholarship expenses. We would like the Board to approve redirecting these funds to support Fire Relief Emergency Grants this year. These funds can only be awarded to students.

Dr. & Mrs. Ashcraft Scholarship	\$13,925.24
Skipper Kendall Memorial Scholarship	\$1,629.58
Mr. & Mrs. Richard E. Mehne Scholarship	\$51,187.16
Lucile Milsted Memorial Scholarship	\$3,655.82
Evelyn & Irving Pelz	\$2,077.72
Freida Telgler Scholarship	\$9,561.46
Thomas J. Lipton Endowed Scholarship	\$3,868.54
Cabrillo College Foundation Scholarship	\$4,631.41
TOTAL	\$90,536.93

B) Crocker Campus-Wide Faculty and Staff grants \$12,230 may be directed to support Fire Relief Emergency Grants with authorization by Cabrillo President and Cabinet. These funds can be awarded to Cabrillo employees.

C) Potentially \$50,000 in additional scholarship money --researching and reaching out to donors

D) Email solicitation to donors NOT in the impacted fire area

E) Research other crisis response funding opportunities

F) Reach out to major donors

Potentially \$152,766 to kick start this fund

RECOMMENDED MOTION

Approve and recommend to redirect the scholarship funds listed above (A) to Fire Relief Emergency Grants for students and Cabrillo employees.