

## OFFICERS

### PRESIDENT

Claire Biancalana

### VICE PRESIDENT

Gun Ruder

### SECRETARY

Patty Quillin

### CHIEF FINANCIAL OFFICER

Pegi Ard

### PAST PRESIDENT

Owen Brown

### COMMUNITY REPRESENTATIVES

Rob Allen

Michele Bassi

Linda Burroughs

Ceil Cirillo

David Heald

Matt Huffaker

Kelly Nesheim

Amy Newell

Ed Newman

Erica Ow

June Padilla Ponce

Maria Esther Rodriguez

Karen Semingson

Trevor Strudley

Kate Terrell

Julie Thiebaut

Rachel Wedeen

### COLLEGE TRUSTEE REPRESENTATIVES

Ed Banks

Rachael Spencer

Donna Ziel

### COLLEGE STAFF REPRESENTATIVES

Matthew E. Wetstein

President

Amy Lehman

VP Student Services

Bradley Olin

VP Administrative Services

Kathleen Welch

VP Instruction

Kristin Wilson

Faculty Representative

### EXECUTIVE DIRECTOR

Eileen Hill

## MEMORANDUM

**DATE:** September 1, 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:** CCF President, Claire Biancalana

**SUBJECT: Cabrillo College Foundation Board of Directors Regular Meeting**  
**Tuesday, September 8, 2020**  
**12:00 pm – 2:00 pm**  
**Zoom Virtual Meeting**

Item	Responsibility	Page
<b>A. Regular Open Session</b>		
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>		
<b>B. Public Comment</b>		
1. Public Comment Opportunity	C. Biancalana	
<b>C. Special Presentations</b>		
1. Student Scholarship Recipients	M. Wetstein	

<b>Item</b>	<b>Responsibility</b>	<b>Page</b>
<b>D. 2020-21 Board Members</b>		
1. Introduction of Board members	C. Biancalana	6
New Board Members		7 – 8
• Amy Lehman – Cabrillo VP of Student Services		
• Erica Ow		
• Trevor Strudley		
• Julie Thiebaut		
2. Board Member Responsibilities	C. Biancalana	9
2.1 Terms of Office		10
2.2 CCF Mission Statement and Organizational Chart		11
2.3 Brown Act		12
2.4 Conflict of Interest Form		13 – 15
<b>E. Reports</b>		
1. College President Report	M. Wetstein	
1.1 California Community Colleges Fast Facts		16 – 17
1.2 Cabrillo College Fast Facts		18
2. Executive Director Report	E. Hill	19
2.1 2019-20 Fundraising Totals		20
July 1, 2019 to June 30, 2020		
Outright Gifts:	\$3,026,305	
Unbooked Revocable Planned Gifts:	\$1,670,000	
Total:	\$4,696,305	
2.2 2019-20 Fundraising Targets		21
2.3 2019-20 Disbursements to		22 – 23
Cabrillo College		
2.4 2020-21 Fundraising Totals		24
July 1, 2020 to August 28, 2020		
Outright Gifts:	\$243,592	
Unbooked Revocable Planned Gifts:	\$ 0	
Total:	\$243,592	
2.5 2021-21 Fundraising Targets		25

<b>Item</b>	<b>Responsibility</b>	<b>Page</b>
<b>F. Action Items</b>		
1. May 12, 2020 meeting minutes	C. Biancalana	26 – 32
2. June 30, 2020 Pre-Audit Financial Statements	P. Ard	
2.1 June 30, 2020 Pre-Audit Condensed Narrative		33 – 35
2.2 Balance Sheet		36 – 39
2.3 Income Statement by Fund		40 – 42
2.4 Income Statement Budget-to-Actual Income Statement Budget-to-Actual		43 – 45
3. July 31, 2020 Pre-Audit Financial Statements	P. Ard	
3.1 July 31, 2020 Pre-Audit Condensed Narrative		Provided at meeting
3.2 Balance Sheet		
3.3 Income Statement by Fund		
3.4 Income Statement Budget-to-Actual		
<b>G. Informational Items</b>		
1. Report on Executive Director Performance Evaluation	C. Biancalana	
2. Total Net Assets, Endowed Net Assets and Historical Gifts Chart as of July 31, 2020	P. Ard	Provided at meeting
3. President's Circle Campaign	M. Bassi	46 – 50
4. Women's Educational Success	D. Ziel	51 – 52
5. Faculty Grants	O. Brown	53
6. Scholarships	R. Wedeen	54 – 55
7. Student Veterans Endowment	E. Hill	56
8. Cabrillo Foundation Staff	E. Hill	57
9. Committee Calendar and Roster	C. Biancalana	58 – 59

**Item** **Responsibility** **Page**

**H. Adjournment**

1. Adjournment

C. Biancalana

**2020-21 BOARD MEETINGS:**

Tuesdays, 12:00 pm – 2:00 pm

November 10, 2020

February 9, 2021

May 11, 2021

**BOARD OF DIRECTORS ATTENDANCE CHART**

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

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

## **UPCOMING EVENTS**

### **Women's Educational Success Celebration**

Friday, September 25, 2020

12:00 pm – 1:00 pm

Zoom Virtual Event

**Cabrillo College Foundation  
2020-21 Board of Directors**

**Officers**

Claire Biancalana, CCF President, Community Volunteer, Aptos  
Gun Ruder, CCF Vice President, President, S. Martinelli & Company, Watsonville  
Patty Quillin, CCF Secretary, Community Volunteer, Santa Cruz  
Pegi Ard, CCF Treasurer, Community Volunteer, Santa Cruz

**Community Representatives**

Rob Allen, Partner, Allen, Allen and Caroselli, Ltd., Watsonville  
Michele Bassi, Senior Vice President, Santa Cruz County Bank, Watsonville  
Owen Brown, Community Volunteer, Santa Cruz  
Linda Burroughs, Owner/Broker, Linda Burroughs Real Estate, Santa Cruz  
Ceil Cirillo, Community Volunteer, Santa Cruz  
David Heald, President, Santa Cruz County Bank, Scotts Valley  
Matt Huffaker, City Manager, City of Watsonville, Watsonville  
Kelly Nesheim, Community Volunteer, Aptos  
Amy Newell, Community Volunteer, Watsonville  
Ed Newman, Attorney, Newman & Marcus, Capitola  
Erica Ow, Controller, University Business Park, Santa Cruz  
June Padilla Ponce, Human Resource Manager, Sun Valley Berries, LLC, Watsonville  
Maria Esther Rodriguez, Assistant Director of Public Works & Utilities, City of Watsonville, Prunedale  
Karen Semingson, Partner, Hutchinson and Bloodgood LLP, Aptos  
Trevor Strudley, Community Volunteer, Aptos  
Kate Terrell, Community Volunteer, Santa Cruz  
Julie, Thiebaut, Community Volunteer, Capitola  
Rachel Wedeen, Executive Director, Wedeen Hammer Group, Morgan Stanley, Aptos

**College Trustee Representatives**

Ed Banks, Community Volunteer, Watsonville  
Rachael Spencer, Community Volunteer, Davenport  
Donna Ziel, Community Volunteer, Ben Lomond

**College Staff Representatives**

Matt Wetstein, President, Cabrillo College, La Selva Beach  
Kathleen Welch, Vice President of Instruction, Cabrillo College, Aptos  
Amy Lehman, Vice President, Student Services, Cabrillo College  
Bradley Olin, Vice President, Administrative Services, Cabrillo College, Santa Cruz  
Kristin Wilson, Department Chair, Anthropology; Women and Gender Studies Instructor, Cabrillo College, Santa Cruz

## New Board Members



**Amy Lehman** - Amy has been serving as Dean of Counseling and Educational Support Services at Cabrillo since 2018. During that time, she has overseen a number of important initiatives, including Guided Pathways reforms, changes to the college's orientation programs, and participated in the implementation of new technology tools for students (MyPath, Career Coach, and e-SARS). Prior to Cabrillo, Amy worked at Hartnell College as Director of Student Affairs for DSPS programs, and as Director of International Programs and ESL at California State University Monterey Bay. She also has experience serving as Assistant Director of International Program/ESL at San Jose State University and as a Retention Services Coordinator for the Disability Resource Center at San Jose State. Amy has a bachelor's degree in English from Kent State University (go Golden Flashes!) and a Master of Arts Degree in Teaching ESL from the University of Leeds (Go Gryphons!).



**Erica Ow** - Erica has been the controller for University Business Park for the last 16 years. Erica manages the project known as The Old Wrigley Building, forming the successful business, art and community hub on the Westside of Santa Cruz. Erica also assists in the management of real estate investments through Ow Properties with her husband William for the last two decades and projects with Ow Family Trust.

Prior to working in real estate, Erica had been a district manager for a top 500 fortune company with multiple President's circle and other top performer awards. Erica holds a BS, summa cum laude, in Business Administration/Marketing from San Francisco State University and has held her Real Estate license for over fifteen years.

Erica and the Ow Family have been longtime supporters of Cabrillo through the American Dream Scholarships for incoming high school seniors to Cabrillo. Erica and her husband, William have been President's Circle members since 2011, and hosted a party at their home for President's Circle donors in 2018. Erica has hosted and chaired fundraising events for many local schools and nonprofits. Erica has twins age 16 at Santa Cruz High and Pacific Collegiate School. Erica has taken courses at Cabrillo and her daughter is currently enrolled at Cabrillo.



**Trevor Strudley** – Trevor has three decades’ experience in technology: high-tech, clean-tech and biotech. He spent two decades launching new technology products and companies, internationally and domestically, from small startups to large multi-national corporations. After the excitement of pre-IPOs, IPOs and private equity investing, he became a partner in his wife’s private wealth management firm, focused on making work optional for Silicon Valley technology executives and their families.

Trevor is a CERTIFIED FINANCIAL PLANNER™ professional, with extensive experience in financial planning, retirement planning, asset management, risk management, estate planning and philanthropic planning. Trevor serves on the board of Community Foundation Santa Cruz, and the Pacific Collegiate School Finance Committee. Trevor wrote the book “TECH SUCCESS” to answer the question “How do Technology Executives and their Families Manage Meaningful Wealth?”

When not in the office, Trevor enjoys the challenge of endurance events, such as the 100 mile Western States trail run over the Sierras from Squaw Valley to Auburn, California.



**Julie Thiebaut** - Julie spent over 25 years in the Financial Services Industry. Twenty of those were at Charles Schwab as a senior executive primarily responsible for sales territories and retail branch offices throughout the US and Asia. Julie is still involved in the industry as a Non-public Arbitration panelist for FINRA. Julie has 10 years experience and is still a judge of professional wine competitions throughout Northern California. She is very interested in all aspects of wine and has successfully earned two Wine Certifications from Cabrillo, Wine Sales/ Service and World Wines. Julie has been on the CAHM Advisory Board for the past 3 years.

Julie is currently on the Board of Directors of Agri-culture. Previously, she has served on the Board of Directors and Executive Committee of Arts Council of Santa Cruz County, Visit Santa Cruz County (CVC) Monterey Bay Master Gardeners and Coyote Point Museum in San Mateo County. Julie has served on numerous other non-profit committees in Santa Cruz/ Capitola and the SF Bay Area.

## **Cabrillo College Foundation Board Member Responsibilities**

1. Cabrillo College Foundation Directors are valuable contributors to the workings of the Board and the Foundation. Each is expected to become familiar with Foundation's goals, structure, and bylaws.
2. Directors are expected to attend quarterly board meetings in September, November, February, and May. Meetings begin at 12:00 noon in Sesnon House; luncheon is served. All Directors are expected to pay for the cost of quarterly meeting luncheons. The cost is \$85 annually. (Covid has moved Board Mtgs to a virtual format. Luncheon cost is not applicable this year).
3. Directors participate on at least one of the following committees:

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

**Cabrillo College Foundation Board**  
**2020-21 Terms of Office**  
**Effective July 1, 2020**

	<b>Name</b>	<b>Community Director/ College Representative</b>	<b>Current Term</b>	<b>Current Term Expires June 30</b>	<b>Final Term Expires June 30</b>
1	Claire Biancalana	Community Director	2nd	2021	2021
2	Owen Brown	Community Director	2nd	2021	2021
3	Linda Burroughs	Community Director	2nd	2021	2021
4	David Heald	Community Director	2nd	2021	2021
5	June Padilla Ponce	Community Director	2nd	2021	2021
6	Ceil Cirillo	Community Director	2nd	2022	2022
7	Kelly Nesheim	Community Director	2nd	2022	2022
8	Patty Quillin	Community Director	2nd	2023	2023
9	Maria Esther Rodriguez	Community Director	2nd	2023	2023
10	Gun Ruder	Community Director	2nd	2023	2023
11	Amy Newell	Community Director	1st	2021	2024
12	Kate Terrell	Community Director	1st	2021	2024
13	Rob Allen	Community Director	1st	2022	2025
14	Karen Semingson	Community Director	1st	2022	2025
15	Rachel Wedeen	Community Director	1st	2022	2025
16	Pegi Ard	Community Director	1st	2023	2026
17	Michele Bassi	Community Director	1st	2023	2026
18	Matt Huffaker	Community Director	1st	2023	2026
19	Ed Newman	Community Director	1st	2023	2026
20	Erica Ow	Community Director	initial	2021	2027
21	Trevor Strudley	Community Director	initial	2021	2027
22	Julie Thiebaut	Community Director	initial	2021	2027
<b>College Representatives</b>					
23	Matt Wetstein	President	N/A	N/A	N/A
24	Amy Lehman	Vice President	N/A	N/A	N/A
25	Bradley Olin	Vice President	N/A	N/A	N/A
26	Kathleen Welch	Vice President	N/A	N/A	N/A
27	Kristin Wilson	Faculty	1st	2022	N/A
28	Ed Banks	Trustee	2nd	2023	N/A
29	Rachael Spencer	Trustee	2nd	2021	N/A
30	Donna Ziel	Trustee	2nd	2023	N/A

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

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

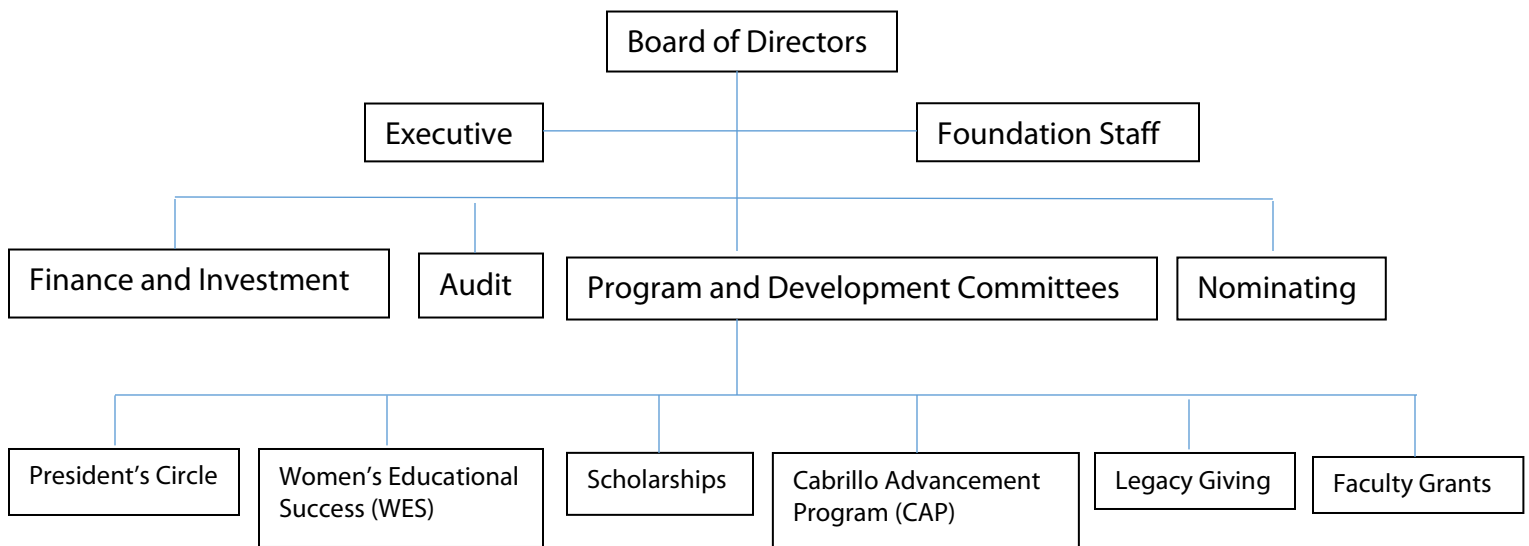
Cabrillo College Representatives shall hold office for three (3) years, except in the event of an earlier termination of any such Director's status as a representative of the College. In that event, such a Director's term of office shall end at the same time as that Director ceases to be a College representative.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

## Cabrillo College Foundation Background and Mission

The Cabrillo College Foundation is a nonprofit organization established in 1962 to raise private donations for the support of Cabrillo programs. Private support is used for student scholarships, research and educational programs, faculty and departmental support, facilities, and equipment. Local citizens, college staff, faculty and Cabrillo trustees serve on the 30-member foundation board, representing all geographic areas of Santa Cruz County.

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

### CABRILLO COLLEGE FOUNDATION ORGANIZATIONAL CHART



## **Cabrillo College Foundation**

### **Brown Act and Public Participation at Meetings Policy**

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

#### Opportunity for public comment at meetings:

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

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

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

#### General rules regarding meetings:

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

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

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



## CONFLICT OF INTEREST POLICY AND FORM

The Cabrillo College Foundation provides the following policy to insure that any financial decision made by directors, officers of the Foundation, or employees is made free of favoritism or conflict of interest and is based entirely on merit:

1. Every director of the Foundation and every non-director who is an officer of the Foundation, or employee ("director, officer, or employee") shall complete a Conflict of Interest Statement in the form attached and submit to the board of the Foundation promptly as soon as the director, officer, or employee takes on such position and annually thereafter by the first quarterly board meeting.
2. Notwithstanding the completion of the annual Conflict of Interest Statement, whenever a director, officer, or employee (or his or her family member or business associate, as defined in paragraph 3) contemplates entering into a business or financial relationship with the Foundation, such director, officer, or employee will
  - a. disclose the possible relationship and the material facts involved in it to the board of directors of the Foundation,
  - b. answer any questions from other board members or staff about the potential relationship, but otherwise not participate in discussion,
  - c. leave the room to allow the board to complete its discussion and vote, and
  - d. be ineligible to vote on the matter.
3. Approval of the transaction shall require the affirmative vote of a majority of the directors then in office (not counting the vote of the conflicted director), and such directors must, prior to voting, have knowledge of the material facts concerning the transaction and the conflicted director's interest in it. A conflicted director may be counted toward the quorum for a meeting of the board.
4. For purposes of this policy, family members consist of the spouse, dependent children, and any relative living in the household of the director, officer, or employee; and business associates consist of any partner of a partnership or co-owner of a privately held business, whether corporation or sole proprietorship or other form, of which the director, officer, or employee, (or his or her family member) is also a partner or co-owner.
5. As required by Section 5233 of the California Corporations Code, the Foundation shall not enter into a business or financial relationship as described in paragraph 2 unless the board first determines that
  - a. the transaction is for the Foundation's own benefit,

- b. the transaction is fair and reasonable to the Foundation at the time the Foundation enters into it,
  - c. the board considered and in good faith determined after reasonable investigation under the circumstances that the Foundation could not have obtained a more advantageous arrangement with reasonable effort under the circumstances.
- 6. Family members and business associates of a director, officer, or employee may be unpaid volunteers for the Foundation but may not be employees of the Foundation or otherwise paid work done for the Foundation without compliance with paragraphs 2 and 4.
- 7. A director who occupies the position of unpaid director, officer, trustee, or other unpaid position of another charitable corporation or organization or of a governmental entity will not be deemed, because of such position, to have a conflict of interest with respect to transactions between the Foundation and such other corporation, entity, or organization. However, any such director shall disclose such relationship at the outset (or as soon thereafter as reasonably possible) of any discussion by the Foundation board of such a transaction and shall, if the Foundation board so requests (by majority vote of the other directors then present and voting), refrain from voting on such transaction.
- 8. The provisions of this resolution shall also apply to matters arising before the Executive, Finance, and Audit committee of the board as well as before the board itself, and in such circumstances; references to the "board" will refer to those committees and the board itself.

Conflict of Interest Statement  
Cabrillo College Foundation

I, \_\_\_\_\_[name] , \_\_\_\_\_[position with the Foundation], hereby certify that I have read and understand the conflict of interest policy of the Cabrillo College Foundation("Foundation") and that to the best of my knowledge, I have no conflict of interest with respect to the board or any committee of the Foundation, except as follows:

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I further agree that should any matter arise in which I have or potentially have a conflict of interest I will, as soon as I become aware of such conflict, declare such conflict to the board and to any applicable committee of the board and shall follow the provisions of the Foundation's conflict of interest policy.

I acknowledge that, as a member of the board of directors of the Foundation or as a non-director officer of the Foundation, or as an employee, I am obligated to act in a manner which I in good faith believe is in the best interests of the Foundation and may not use my position with the Foundation to further my own personal or business interests or the interests of any organization of which I am an officer, director, trustee, or employee, except as specifically allowed by the conflict of interest policy and in accordance with its provisions.

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Signature

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Date

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Print name

# California Community Colleges FAST FACTS 2020

## STUDENT ENROLLMENT BY INSTITUTION

<b>CCCs</b>	2,157,551	Unduplicated headcount (all students)
	1,114,293	FTES, credit
	68,608	FTES, non-credit
<b>CSUs</b>	481,210	Headcount
<b>UCs</b>	256,907	Headcount
Private*	338,000	Headcount

\*80 AICCU WASC-accredited 4-year institutions



## FUNDS PER FTES

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

	2018-19	2019-20
K-12 Education	\$11,574	\$12,018
California Community Colleges	\$8,099	\$8,306
California State University	\$17,784	\$18,445
University of California	\$32,593	\$33,569

## DEGREES AND CERTIFICATES AWARDED

Associate in Science for Transfer (AS-T) Degree	26,435
Associate in Arts for Transfer (AA-T) Degree	32,365
AA degree	90,054
AS degree	38,742
Credit certificate, 6 to < 18 units	22,332
Credit certificate, 18 to < 30 units	13,995
Credit certificate, 30 to < 60 units	67,396
Baccalaureate Degrees	263



Students who earn a California  
Community College degree or certificate  
**nearly double their  
earnings within 3 years**



## STUDENT ENROLLMENT STATUS (2018-19)

Full-Time: 28.6%
Part-Time: 62.3%
Noncredit: 9.08%



COMMUNITY COLLEGE  
LEAGUE OF CALIFORNIA

## COMPARISON OF COLLEGES (2019-20)



### CA Community Colleges

115 colleges, 73 districts  
78 off-campus centers



### CSUs

23 colleges



### UCs

10 colleges

## UNDERGRADUATE FEES (2019-20) COST OF ATTENDANCE



	Tuition	Non-Tuition + Tuition Costs	Average Grant Aid
CCC	\$1,380	\$20,776	\$5,800
CSU**	\$7,303*	\$26,689	\$10,600
UC**	\$14,000	\$33,286	\$27,500

\*2019-20 Average \*\*Includes campus-based fees

## CCC STUDENTS BY GENDER (2018-19)



**Male**  
44.52%



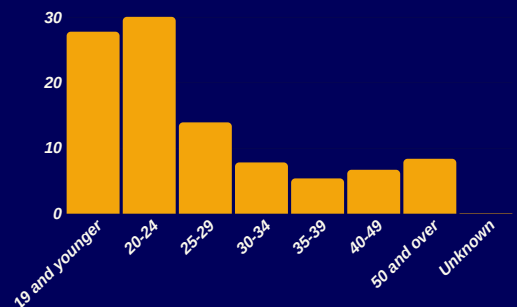
**Female**  
54.10%



**Non-Identifying**  
1.38%

## CCC STUDENTS BY AGE (2017-18)

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



(All data are for 2018-19 unless otherwise stated) 16

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

Community Colleges to University of California	2016-17	2017-18
Community Colleges to California State University	18,134	18,703
Community Colleges to In-State Private Colleges/Universities	49,737	49,910
Community Colleges to Out of State Colleges/Universities	8,118	9,590
	16,950	15,731

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

**38%**

**40%**

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



**25**

Median Course  
Section Size

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

**51%**

**California State  
University**

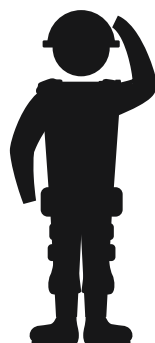
**29%**

**University of  
California**

**California taxpayers receive \$4.50  
for every \$1 invested** in students who  
graduate from a California Community  
College.

### CCC STUDENTS BY ETHNICITY (2017-18)

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



**More than 1/2 of  
California veterans**

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

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



**\$1.6M**

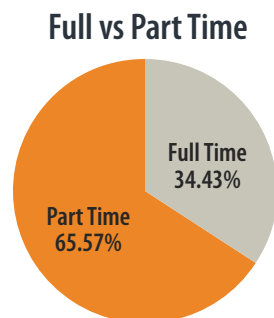
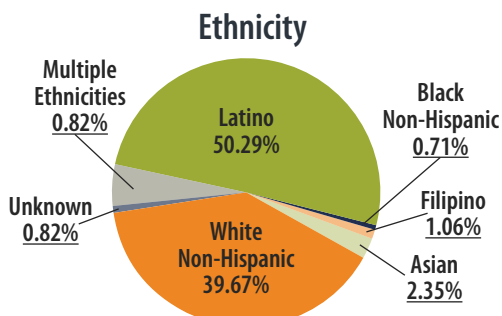
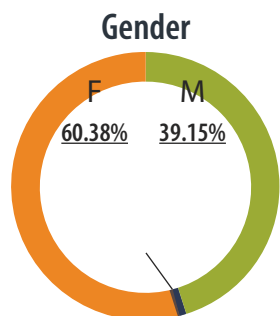
**2/3**

of Students Receive a  
Tuition Waiver and/or  
Financial Aid

**43% of CCC  
students**

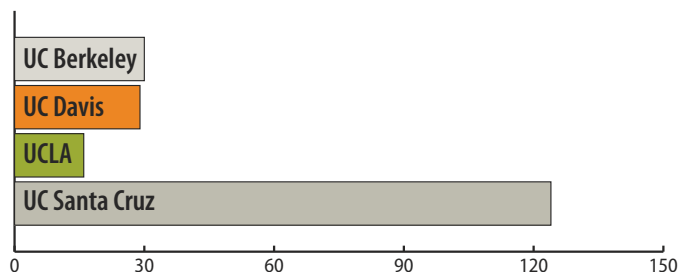
are first-generation

# PLANNING & RESEARCH

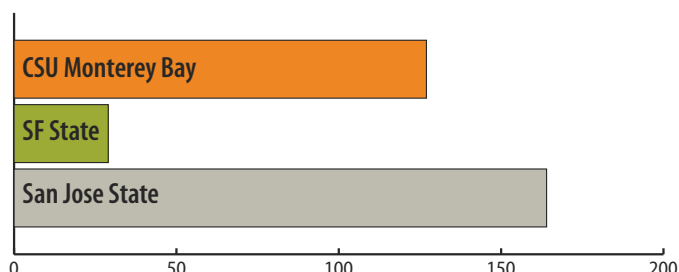


Fall 2018 Student Residency		
	No. of Students	% of Total
AB540	408	3.46%
In State	11,085	93.97%
International	86	0.73%
Out of State	116	0.98%
Unknown	101	0.86%

## Top Transfer Schools-UC System



## Top Transfer Schools-CSU System



## 2018-19 ACADEMIC YEAR

TOTAL ENROLLED

11,796

TOTAL GRADUATES

1,476

TOTAL AWARDS

2,551

## Degrees and Certificates Awarded

Associate  
in Arts

1,153

Associate  
in Science

587

Associate in  
Arts-Transfer

202

Associate in  
Science-Transfer

131

Certificate of  
Achievement

232

Skills  
Certificate

232

## Honors Awards

4.0 GPA Honors  
Graduates

70

High Honors  
Graduates

171

Honors  
Graduates

236

Honorable Mention  
Graduates

572

# Executive Director Report: September 2020

## Administration

- Audit preparation
- Scholarship Administration
- Recreating and adjusting outreach and events to virtual format
- Secured PPP Loan
- 2019-20 Final Reporting
  - Raised \$3,026,305 in outright gifts, which includes \$914,777 in endowed permanent support
  - \$1,670,000 in unbooked legacy gifts
  - 100% Board member giving
  - 800 Covid19 emergency grants distributed in 2 months totaling \$400,000
  - Put \$1.6M in the hands of students through our scholarships



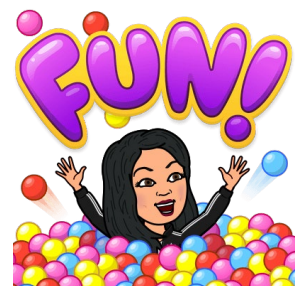
## Fundraising

- President's Circle: over \$25,000 raised; first committee meeting is September 10
- Women's Educational Success: \$98,000 raised, invitations to WES Luncheon have been mailed, \$90,000 to award this year
- Scholarships: fundraising for existing and new scholarships is ongoing
- Monterey Peninsula Foundation \$135K proposal for faculty and student tech
- Launching new Student Veterans Endowment
- Fire relief support to students and Cabrillo employees



## Upcoming Events

- Women's Educational Success Celebration:  
September 25, 12:00 – 1:00 pm
- Board of Directors Meeting:  
November 10, 12:00 – 2:00 pm
- Student Veterans to BBQ  
November 11, 12:00 pm



DATE: September 1, 2020

TO: Board of Directors

FROM: Eileen Hill

July 1, 2019 to June 30, 2020

2019-20 Outright Gifts Fundraising Total \$ 3,026,305

2019-20 Unbooked Revocable Planned Gifts \$ 1,670,000

**Total \$ 4,696,305**

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

Recorded Gifts 07-01-19 to 06-30-20:

Anonymous (Emergency Grants)	\$ 250,000
SD Trombetta Foundation (ECE & Scholarships)	\$ 250,000
Monterey Peninsula Foundation (Web Design for Cabrillo)	\$ 200,000
Anonymous (Math Plus)	\$ 150,000
The Barbara Samper Foundation (CAP)	\$ 125,000
Anonymous (Scholarships)	\$ 105,000
Pat & Rowland Rebele (Journalism, Scholarships, President's Circle, WES, Cabrillo Stage)	\$ 79,350
Brian & Patti Herman (WES, Scholarships, Cabrillo Stage)	\$ 61,375
Joan Griffiths (President's Circle, WES & Scholarships)	\$ 60,508
Paul & Pat Shirley (CAP)	\$ 50,500
Pajaro Valley Community Health Trust (Scholarships)	\$ 50,200
Nancy Gregg Estate (Unrestricted)	\$ 42,621
The Peggy & Jack Baskin Foundation (WES, Girls in Engineering, Emergency Grants)	\$ 38,000
Elliott Mozée Estate (Scholarships)	\$ 35,000
Betty Ann Altman (Scholarship)	\$ 34,923
Friends of Cabrillo College 2020 (Emergency Grants)	\$ 28,069
Richard & Theresa Crocker (Emergency Grants, President's Circle)	\$ 26,500
Rick & Ruth Moe (President's Circle, WES, Emergency Grants)	\$ 25,364
Davidson Family Foundation (Engineering)	\$ 25,000
Vertical Raise Trust Account (Baseball)	\$ 20,613
Ow Family Properties (WES, Stroke Center, Scholarships)	\$ 20,500
Sheri Watson-Riley (Scholarship)	\$ 20,030
Jill & Dick Wilson (Scholarship)	\$ 20,000
Foundation for California Community Colleges (Scholarships, First Response Health)	\$ 18,045
Patty Quillin & Reed Hastings (WES & President's Circle)	\$ 16,000
Esther & Gerry Levandoski (President's Circle & CAP)	\$ 15,386
Edward & Debra Menges (Scholarship)	\$ 15,100
Bruce Berwald & Jan Parker (Scholarship)	\$ 15,000
William & Lupe Burgstrom (CAP)	\$ 15,000
Edward Newman & Leslie Christie (President's Circle)	\$ 15,000
Gifts under \$15,000 (1,891 of 1922 total donors)	<u>\$ 1,186,900</u>
Total Secured Gifts	<b>\$ 3,026,305</b>
Total Unbooked Revocable Planned Gifts	<u>\$ 1,670,000</u>
<b>TOTAL</b>	<b>\$ 4,696,305</b>

**Notes:** 1. For 2019-20, The Cabrillo College Foundation has been notified of five planned gifts.  
2. The cumulative unbooked revocable planned gifts total is \$25,795,000.

## MEMORANDUM

**DATE:** September 1, 2020

**TO:** Board of Directors

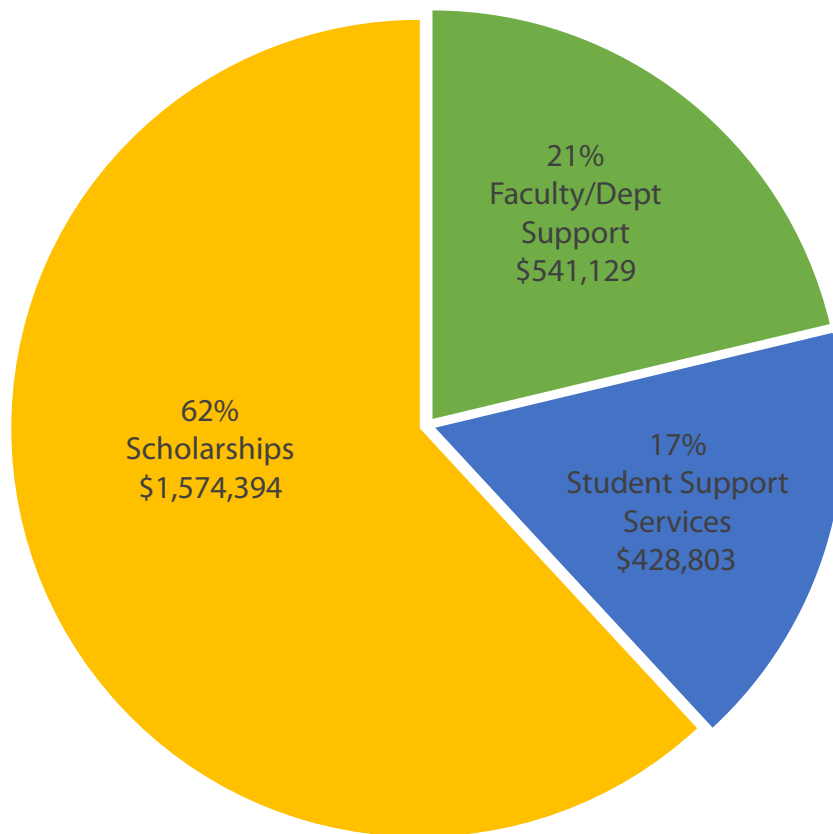
**FROM:** Eileen Hill

**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.

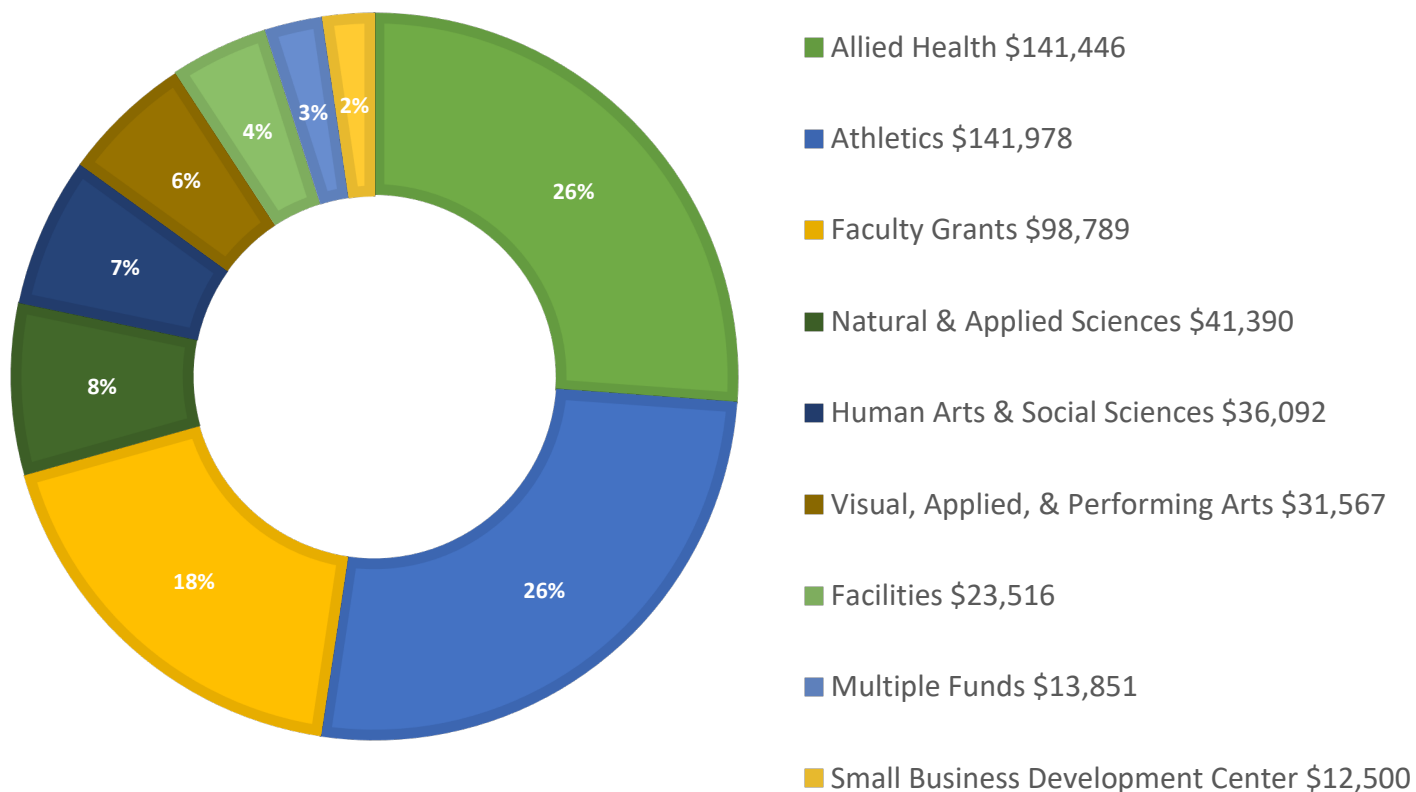
<b>Amount Raised 7/1/19 – 6/30/20</b>	<b>2019- 20 Target</b>	
\$412,490	\$385,000	President's Circle
\$11,229	\$50,000	Annual Fund
\$215,772	\$175,000	Women's Educational Success
\$218,563	\$150,000	Cabrillo Advancement Program (Endowed)
\$322,621	\$500,000	Scholarships (Endowed)
\$721,749	\$250,000	Scholarships (Nonendowed)
\$605,881	\$490,000	Faculty/Department Support (Faculty Grants, Allied Health, Athletics, VAPA, etc.)
\$231,500	\$250,000	Student Support Services (Disabled student services, internships, tutoring, etc.)
\$286,500	\$250,000	Donor directed interests
\$1,670,000	\$500,000	Unbooked Planned Gifts
<b>\$4,696,305</b>	<b>\$3,000,000</b>	<b>TOTAL</b>

**Disbursements to Cabrillo College and Students**  
**July 1, 2019 to June 30, 2020**  
**Total: \$2,594,325\***

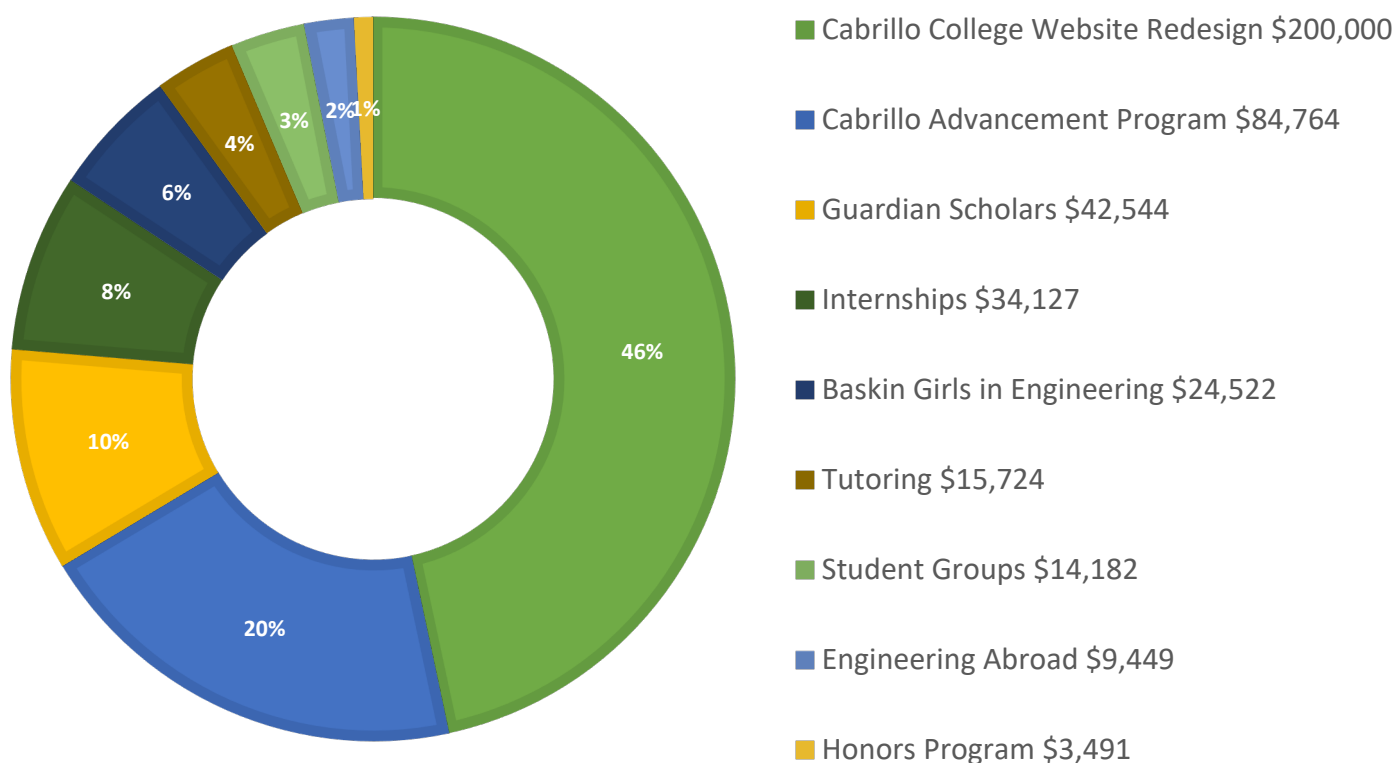


<b>Faculty/Department Support</b> (Nursing, Stroke Center, Dental Hygiene, Peace Library)	21%	\$541,129
<b>Student Support Services</b> (Foster Youth, Tutoring, CAP, Girls in Engineering)	17%	\$428,803
<b>Scholarships</b> (Direct support to students)	62%	\$1,574,394
SUB TOTAL		\$2,544,326
Cabrillo Measure R Campaign Contribution		\$49,999
	<b>TOTAL</b>	<b>\$2,594,325</b>

## 2019-20 FACULTY AND DEPARTMENT SUPPORT \$541,129



## 2019-20 STUDENT SUPPORT SERVICES \$428,803



DATE: September 1, 2020

TO: Board Meeting

FROM: Eileen Hill

July 1, 2020 to August 28, 2020

2020-21 Outright Gifts Fundraising Total \$ 243,592

2020-21 Unbooked Revocable Planned Gifts \$ 0

**Total \$ 243,592**

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2020-21 Fundraising Goal for Outright and Unbooked Revocable Planned Gifts \$ 3,000,000

Recorded Gifts 07-01-20 to 08-28-20:

The Grove Foundation (Scholarship)	\$ 110,000
Ann Mitchell (Scholarship)	\$ 11,370
The Peggy & Jack Baskin Foundation (WES)	\$ 10,000
Brian & Patti Herman (President's Circle)	\$ 10,000
Sherman Unell (Stroke Center)	\$ 10,000
Nancy Gregg Estate (Unrestricted)	\$ 6,308
Foundation for California Community Colleges (Scholarship)	\$ 6,000
Daryl Dichek & Kenneth Smith (President's Circle, WES, Library & VAPA)	\$ 5,000
Janet Heien (WES)	\$ 5,000
The Sharanam Foundation (WES)	\$ 5,000
Diane Trombetta & Tom Davis (WES)	\$ 5,000
Harry & Mary Blanchard (President's Circle, WES, Stage)	\$ 3,500
James & Katie Harhen (WES)	\$ 3,500
Emily Burton (President's Circle)	\$ 2,500
TMA Aptos Fund (WES)	\$ 2,500
Eileen & Dave Hill (President's Circle, WES, CAP, Student Veterans, Scholarship)	\$ 2,050
Harold & Dorothy Hyde (President's Circle)	\$ 2,000
Santa Cruz Host Lions Foundation (CAP & Scholarship)	\$ 2,000
John & Linda Burroughs (President's Circle)	\$ 1,500
Michael & Toby Alexander (President's Circle, WES)	\$ 1,361
Anonymous (Unrestricted)	\$ 1,000
Judy Boemer (WES)	\$ 1,000
Andrew & Marilyn Calciano (WES)	\$ 1,000
Shannon Durham (WES)	\$ 1,000
Kristin Fabos & Rye Livingston (President's Circle)	\$ 1,000
Kent & Marie Imai (President's Circle)	\$ 1,000
Carolyn Parham (WES)	\$ 1,000
Morgan Rankin (WES)	\$ 1,000
Ian Wendt (Scholarship)	\$ 1,000
Gifts under \$1,000 (173 of 202 total donors)	\$ 30,003
<b>Total Secured Gifts</b>	<b>\$ 243,592</b>
<b>Total Unbooked Revocable Planned Gifts</b>	<b>\$ 0</b>
<b>TOTAL</b>	<b>\$ 243,592</b>

**Notes:** 1. The cumulative unbooked revocable planned gifts total is \$25,795,000.

## MEMORANDUM

**DATE:** September 1, 2020

**TO:** Board of Directors

**FROM:** Eileen Hill

**SUBJECT:** 2020-21 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.

<b>Amount Raised 7/1/20 – 8/28/20</b>	<b>2020-21 Target</b>	
\$24,300	\$398,000	President's Circle
\$0	\$50,000	Annual Fund
\$54,321	\$175,000	Women's Educational Success
\$4,140	\$150,000	Cabrillo Advancement Program (Endowed)
\$17,909	\$500,000	Scholarships (Endowed)
\$116,744	\$250,000	Scholarships (Nonendowed)
\$16,492	\$477,000	Faculty/Department Support (Faculty Grants, Allied Health, Athletics, VAPA, etc.)
\$1,257	\$250,000	Student Support Services (Disabled student services, internships, tutoring, etc.)
\$8,429	\$250,000	Donor directed interests
\$0	\$500,000	Unbooked Planned Gifts
<b>\$243,592</b>	<b>\$3,000,000</b>	<b>TOTAL</b>

**CABRILLO COLLEGE FOUNDATION  
BOARD OF DIRECTORS MEETING  
Minutes of May 12, 2020**

**Directors Present:** 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

**Directors Absent:** none

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

**Guests Present:** Kristin Fabos, Director of Marketing & Communications, Cabrillo College

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Call to Order

Owen Brown called the meeting to order at 12:04 pm.

Approval of Agenda

**Motion: MSC: G. Ruder /J. Ponce. The Board voted unanimously to approve the Board agenda.**

Public Comment Opportunity

There were no members of the public in attendance.

Special Presentation

Cabrillo College Director of Marketing & Communications, Kristin Fabos, shared Cabrillo's new branding and website redesign. Her presentation showed Cabrillo's new logo and an updated font family and color palette that will be used in Cabrillo's printed materials and on the new website.

Cabrillo College President Report

Matt Wetstein gave an overview of Cabrillo College's quick response to the COVID-19 crisis with emergency planning and assistance for students, faculty and staff. Matt talked about emergency grants for students. The Foundation has disbursed over \$380,000 in emergency grants to students and more emergency grants will become available through funding from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Under the CARES Act, Cabrillo College will receive \$4M; \$2M of which will go directly to students in emergency grants. Cabrillo will receive a third wave of CARES Act funding because of its designation as a minority serving institution. Matt reported that the Board of Trustees voted to support a resolution that would ask US Department of Education to change the rules to allow DACA students to be eligible for CARES Act grants.

### Vice Presidents Reports

Vice President of Instruction, Kathy Welch, reported that Cabrillo College faculty have done a great job of converting to online classes, even some of the hard to convert classes that are lab-based. She reported that Cabrillo's nursing program is one of the few in the state to have its students complete all of their clinical hours and all are graduating. They quickly converted to online simulations and tele health appointments to achieve this. Dental Hygiene and Kinesiology are also working to convert to online instruction.

Kathy reported that Cabrillo's annual Math Day was converted to Math Zoom Day and 50 students participated. Participants chat comments were extremely favorable. Also planned is a Zoom version of Dog Therapy to support students during finals week.

Bradley Olin, Vice President of Administrative Services, discussed Cabrillo College's expected budget shortfalls, which is estimated to be \$6.5M, and the budget planning process to address the shortfall. Bradley reported that there will be a stair-stepped process to reduce the budget \$4M per year for the next two years. He described the challenges of planning the budget reductions given that there is much we don't know about the fiscal future. At the micro level, enrollment could swing wildly and employment negotiations will need to be flexible. At the macro level, much will depend on the Federal response and shape of economic recovery. Bradley stressed the importance of staying focused on meeting savings targets as opposed to a negative focus on budget cuts.

Sue Gochis, Vice President of Student Services, reported that Student Services has been working very hard during the crisis. In addition to rolling out the three phases of CARES Act funding, her team has been working on special funding for undocumented students, high DI (disproportionately impacted) students and other special funding for students who did not receive money through the emergency grant lottery system. In the Student Health Clinic, they have done 280 mental health appointments and 75 clinic appointments through Zoom, phone call and emails.

Student Services has been doing a lot of food support handing out \$18K in food cards. They are getting ready to reinstate Cabrillo Fresh Market with drive through distribution at Aptos and Watsonville campuses. They just received \$25K in additional gift cards for groceries. They have partnered with Cabrillo Bookstore to distribute boxed, non-perishable food items that would have been thrown away to various groups at the Watsonville campus.

Sue reported that \$26K in rental assistance checks have been issued to students from a special grant. 180 Chromebook have been checked out to students and they have 300 more to disperse. IT has disabled some tech labs to give computers to students who need access to special software. Cabrillo parking lots are open for students to access Wi-Fi. They are processing a lot of EW (emergency or excused withdrawal) requests and the counseling group was up and running online within two days to help students. On May 7, they had opening day for new high school students and 762 new high school students enrolled in one day.

Executive Director Report

Eileen reported that the Foundation staff has been working hard to get emergency grants out to students and as of April 30, 763 grants of \$500 each were awarded to students. Eileen reported that most Foundation events have been cancelled due to the shelter in place order, but several virtual events are in the works.

Eileen informed the group that \$2,732,172 in outright gifts and \$1,670,000 in unbooked planned gifts has been raised towards the 2019-20 goal of \$3M.

Eileen gave a graphical representation of the Foundation's disbursements to Cabrillo College and students from July 1, 2019 to March 31, 2020 totaling \$2,176,382, \$1,224,475 in scholarships to students.

Approve Board Meeting Minutes

**Motion: MSC: E. Banks /M. Huffaker.**

**The following Board Members voted to approve the minutes of February 11, 2020:**

Rob Allen, Pegi Ard, Ed Banks, Michele Bassi, Claire Biancalana, Linda Burroughs, Ceil Cirillo, Sue Gochis, Matt Huffaker, Kelly Nesheim, Amy Newell, Bradley Olin, William Ow, June Padilla Ponce, Patty Quillin, Maria Esther Rodriguez, Rachel Wedeen, Kathleen Welch, Matt Wetstein, Kristin Wilson

**The following Board Members abstained:**

Linda Downing, David Heald, Ed Newman, Gun Ruder, Karen Semingson, Rachael Spencer, Kate Terrell, Donna Ziel

**No Board Members were absent**

**Motion carries**

Approve Financial Statements

Pegi Ard reported as of March 31, 2020, the total assets were \$34.2M, \$1.4M less than prior year. Net assets were \$32.7M, \$1.6M less than prior year. The total revenue for unrestricted, non-endowed and endowed funds was -\$238K. Total expenses were \$2.3M with a deficit for all funds of \$2.54M. The total operating revenue was \$930K and expenses \$717K. The operating surplus was \$213K.

**Motion: MSC: G. Ruder/W. Ow.** The Board voted unanimously to accept the March 31, 2020 Financial Statements.

Approve 2020-21 Operating Budget

**Motion: MSC: M. Wetstein / E. Banks.** The Board voted unanimously to approve the proposed 2020-21 Operating Budget.

#### Fundraising Goal

E.Hill reported that the Foundation has a fundraising goal of \$3M for outright and unbooked planned gifts for 2020-21.

**Motion: MSC: C. Biancalana / K. Wilson.** The Board voted unanimously to approve setting the 2020-21 Fundraising Goal of \$3M for outright and unbooked planned gifts.

#### New Board Recommendations

The Executive Committee discussed prospective Board members, officers, and Audit Committee members at their April 16, 2020 meeting. The goal is to add three to four new members to the Board. The following update shows the Executive Committee's recommendations.

- New Board Members:  
Erica Ow, Trevor Strudley and Julie Theibaut
- New Officers: President: Claire Biancalana  
Vice President: Gun Ruder  
Treasurer: Pegi Ard  
Secretary: Patty Quillin  
Assistant Secretary: Matt Wetstein  
Assistant Treasurer: Bradley Olin  
Past President: Owen Brown
- College Representatives: President – Matthew Wetstein  
Vice President, Student Services – Sue Gochis  
Vice President, Administrative Services – Bradley Olin  
Vice President, Instruction – Kathleen Welch  
Faculty – Kristin Wilson  
Trustee - Rachael Spencer  
Trustee - Ed Banks  
Trustee – Donna Ziel
- Audit Committee Members: Karen Semingson (Chair), Carrie Birkhofer, David Heald, Barbara Scherer, Norm Schwartz,

**Motion: MSC: L. Burroughs. /D. Heald.** The Board voted unanimously to approve the 2020-21 Board members, officers, college representatives, and Audit Committee members.  
[Note: One Board Member mistakenly voted no but meant to vote yes]

#### Investment Activity review

Pegi Ard referred Board Members to review the to the April 30, 2020 Investment Report from Morgan Stanley and encouraged Board Members to attend the Friday, May 15 11:00 am call with Brian Sharpes to review the report.

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

The ending net assets balance as of March 31, 2020 was \$32,738,796. The endowed net assets balance was \$27,894,028. The endowed historical gifts value was \$26,492,862.

#### Form 990

Eileen Hill reported that the Foundation is required to furnish the Form 990 draft to the Board of Directors prior to filing. There is always a tight turn around time and the Board was emailed the draft form this morning. Anyone with questions can contact Eileen Hill or Nancy Machado. The form must be filed by May 15, 2020.

#### President's Circle

Michelle Bassi reported that the committee has raised \$423K to date. President's Circle gifts received through June 30 will continue to be allocated to the 2019-20 campaign, and gifts continue to trickle in. Due to COVID-19, most events have been cancelled through the summer. The committee is exploring creative ways to keep in touch with donors and have several virtual events in the works: \$5,000+ donors have been invited to a Virtual Happy Hour with Matt on Thursday, May 14. All President's Circle donors have been invited to join a Zoom lecture by Sandy Lydon on Wednesday, May 27. He will be talking about pandemics.

#### Cabrillo Advancement Program

Eileen Hill reported that due to COVID-19 concerns, the March 24, 30th annual CAP Ceremony was cancelled. The CAP Coordinator is exploring how CAP Tutors can connect with students now that no one is at school. The CAP Summer Institute is cancelled but planning a condensed version of the CAP Summer Institute on a Saturday in November.

#### Women's Educational Success

Kate Terrell reported that Rhonda Bonett and Tonée Picard are the co-chairs for the 2020 WES Campaign. To date, \$20,500 has been raised to cover campaign costs. The committee has two new members this year: Peggy Flynn and Cynthia Druley, both passionate supporters of WES. The first committee meeting will be held on June 2. They will be meeting virtually, using Zoom, to discuss this year's campaign, donors lists and plans for the event.

The WES luncheon is still scheduled for Friday, September 25 at the Horticulture Center; however, with the uncertainty around public gatherings, they are exploring the possibilities of a virtual luncheon.

#### Scholarships

Rachael Spencer reported that the committee is wrapping up recipient selection for the 2020 scholarship award cycle and the Foundation is working closely with Cabrillo faculty and Financial Aid to award 375 scholarships to over 1000 students. Funds will be disbursed at the beginning of the fall semester. Due to COVID-19 concerns, many scholarship events have been cancelled this year. The High Achievers Scholarship Ceremony is one that many look forward to each year.

The High Achiever Scholarship for Career Technical Education students, funded by the Grove Foundation, is the most prestigious scholarship offered at Cabrillo and provides recipients with \$10,000 each. Each year the foundation hosts a special event to honor the accomplishments of these exceptional scholarship recipients and the event always provides a wonderful opportunity for the students to share their stories and express their gratitude. This year, the students sent video recordings. [Video played].

#### Honoring Board Members

Matt Wetstein recognized and thanked Linda Downing and William Ow for serving on the CCF Board. He recognized and thanked Owen Brown for serving as CCF Board President.

#### Committee Calendar

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

#### Adjournment

The meeting was adjourned at 1:30 pm

Respectfully submitted,



Eileen Hill, Executive Director

**2020-21 Board Meetings:**  
Tuesdays, 12:00 pm – 2:00 pm

-----  
September 8, 2020  
November 10, 2020  
February 9, 2021  
May 11, 2021

**BOARD OF DIRECTORS ATTENDANCE CHART**

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

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

**CABRILLO COLLEGE FOUNDATION**  
**June 30, 2020 Pre-Audit Condensed Narrative**  
**Updated August 4, 2020**

**(1) Balance Sheet**

- **Total Assets:**  
Total assets of \$37.1M are \$800k under prior year primarily due to the reduction in value of the assets in the MS Long term pool and reduction in pledges receivable outstanding.
- **Receivables:**  
Total pledges receivable are \$435K less than prior year. This is partially due to the write off of a \$210K receivable. We booked a pledge of \$310K, however in 2019-20 the donor chose to make their donation through their donor advised fund. Donors are not allowed to make pledge payments from their donor advised funds on pledges, therefore we wrote off the pledge balance but fully expect to receive another donation next year. The remaining deduction in the balance is due to receiving pledge payments throughout the year.
- **Liabilities:**  
Total Liabilities of \$2.9M are \$263K over prior year. There were \$85K more in scholarships awarded, \$60,910 more in outstanding accounts payable, mainly payable to Cabrillo College, and the PPP loan of \$102,569 was obtained June 26, 2020.
- **Net Assets:**  
Total net assets of \$34.3M are \$1.0M less than prior year.

**(2) Income Statement**

- **Revenue:**  
Total Revenue is \$3.1M less than prior year. Earned income as of June 30, 2020 is \$456K compared to the prior year balance of \$1.5M due to lower investment and fee income earned. Contributed income of \$2.5M is \$2.0M lower than prior year. The Annual fund income is \$55K under prior year. Due to Covid-19, the annual fund staff were only able to work for one week before we began working from home. Last year, contributed income was higher because we had received a \$1.4M pledge.
- **Expenses:**  
Total Expenses of \$4.5M are \$400K over prior year. Program expenses were \$329K lower than prior year and scholarships are \$576K higher than prior year. Uncollectible pledges are \$191,425 more than prior year due to the write off of the \$210,000 pledge described above. Adding to expenses this year was the \$49,999 contribution to Cabrillo's Measure R Campaign.

- **Surplus/Deficit:**

As of June 30, 2020, the Cabrillo College Foundation has a \$1.0M deficit compared to prior year surplus of \$2.4M.

### **(3) Operational Budget to Actual**

- **Revenue:**

Operating revenue of \$1.1M is \$83K favorable vs budget. Earned income was \$37K favorable due to larger than projected interest and dividend income and endowment management fees. Contributed income was \$45K favorable. President's Circle had an incredible year; raising \$56K more than budget.

- **Expenses:**

Operating expenses of \$946K are \$33K favorable vs projection primarily due to lower salaries, payroll taxes and benefits due to staffing pattern changes because of COVID. Annual Fund salaries were lower due to the suspension of the campaign and one regular part-time employee chose not to work from home when our office transitioned to working from home.

- **Surplus/Deficit:**

The operating fund surplus is \$195,559 prior to audit. This number will be updated when the annual adjustments for the CalPERS liability and the Retiree Medical Insurance liability are calculated during the course of the audit. Any surplus will be allocated to the Operating Reserve account to fulfill the goal of having 6 months of operating reserve. We have \$489,805 in reserve pre-audit as of June 30, 2020. This is 96% of our 20-21 operating reserve goal of \$509,995.

### **(4) Investment Report – June 30, 2020**

- Our return on investments for the MS Long-Term Pool fiscal year to date as of June 30, 2020 (12 months) is as follows:

Actual Return:	-1.66%
Benchmark Return:	-3.19%
Difference:	1.53%

- Our return on investments for the MS ESG Long-Term Pool fiscal year to date as of June 30, 2020 (12 months) is as follows:

Actual Return:	4.07%
Benchmark Return:	.71%
Difference:	3.36%

- Our return on investments for the MS Title V Pool fiscal year to date as of June 30, 2020 (12 months) is as follows:
 

Actual Return:	2.00%
Benchmark Return:	3.85%
Difference:	-1.85%
- Our return on investments for the MS Title III Pool fiscal year to date as of June 30, 2020 (12 months) is as follows:
 

Actual Return:	1.81%
Benchmark Return:	3.23%
Difference:	-1.42%
- Our return on investments for the MS Intermediate-Term Pool year to date as of June 30, 2020 (12 months) is as follows:
 

Actual Return:	4.14%
Benchmark Return:	4.20%
Difference:	-0.06%
- Our return on investments for the MS Short-Term Pool fiscal year to date as of June 30, 2020 (12 months) is as follows:
 

Actual Return:	1.20%
Benchmark Return:	.69%
Difference:	.51%

**Cabrillo College Foundation**  
**Pre-Audit Balance Sheet as of June 30, 2020**  
 With Comparative Totals as of June 30, 2019

	Operating 6/30/20 A	Nonendowed 6/30/20 B	Endowed 6/30/20 C	Total 6/30/20 D	Total 6/30/19 E
<b>ASSETS</b>					
CASH AND INVESTMENTS					
CASH					
SANTA CRUZ COUNTY BANK	\$12,819	\$26,413	\$43,255	\$82,488	\$92,669
SANTA CRUZ COUNTY BANK	\$21,163	\$100,458	\$2,105	\$123,726	\$311,307
BAY FEDERAL CREDIT UNION	\$6,171	\$0	\$1,290	\$7,460	\$7,454
BAY FEDERAL CREDIT UNION	\$175,989	\$0	\$0	\$175,989	\$173,641
MORGAN STANLEY MID TERM POOL	\$409,237	\$494,205	\$0	\$903,442	\$707,093
MORGAN STANLEY NONENDOWED	\$938,098	\$2,782,479	\$0	\$3,720,577	\$3,474,095
MORGAN STANLEY GIFT RECEIPT	\$2,000	\$0	\$0	\$2,000	\$3,551
SANTA CRUZ COUNTY BANK	\$0	\$0	\$0	\$0	\$207,678
SUBTOTAL CASH	\$1,565,476	\$3,403,555	\$46,650	\$5,015,681	\$4,977,488
INVESTMENTS					
MORGAN STANLEY TITLE III/V HOLDING	\$14	\$0	\$13,250	\$13,264	\$1,512
MORGAN STANLEY LONG TERM POOL	\$141,861	\$0	\$27,760,252	\$27,902,113	\$28,419,424
MORGAN STANLEY TITLE V	\$17,211	\$0	\$1,143,639	\$1,160,850	\$1,176,498
MORGAN STANLEY TITLE III	\$3,784	\$0	\$260,874	\$264,658	\$248,201
MORGAN STANLEY ESG	\$4,524	\$0	\$1,272,375	\$1,276,899	\$1,103,114
SUBTOTAL INVESTMENTS	\$167,393	\$0	\$30,450,391	\$30,617,784	\$30,948,748
TOTAL CASH AND INVESTMENTS	\$1,732,870	\$3,403,555	\$30,497,041	\$35,633,465	\$35,926,236
RECEIVABLES					
PLEDGES					
PLEDGES - UNRESTRICTED	\$7,652	\$0	\$0	\$7,652	\$16,973
PLEDGES - ANNUAL FUND	\$3,580	\$0	\$0	\$3,580	\$20,019
PLEDGES - RESTRICTED	\$0	\$136,020	\$1,065,352	\$1,201,372	\$1,616,304
ALLOWANCE FOR UNCOLLECTIBLE PLEDGES	(\$1,279)	\$0	\$0	(\$1,279)	(\$6,998)
SUBTOTAL PLEDGES	\$9,953	\$136,020	\$1,065,352	\$1,211,325	\$1,646,299
ACCOUNTS RECEIVABLE					
ACCOUNTS RECEIVABLE	\$0	\$24,685	\$17,728	\$42,413	\$42,711

**Cabrillo College Foundation**  
**Pre-Audit Balance Sheet as of June 30, 2020**  
 With Comparative Totals as of June 30, 2019

	Operating 6/30/20 A	Nonendowed 6/30/20 B	Endowed 6/30/20 C	Total 6/30/20 D	Total 6/30/19 E
TOTAL ACCOUNTS RECEIVABLE	\$0	\$24,685	\$17,728	\$42,413	\$42,711
OTHER RECEIVABLES					
SPLIT INTEREST AGREEMENTS	\$54,594	\$52,663	\$10,571	\$117,828	\$134,920
SUBTOTAL OTHER RECEIVABLES	\$54,594	\$52,663	\$10,571	\$117,828	\$134,920
TOTAL RECEIVABLES	\$64,547	\$213,368	\$1,093,651	\$1,371,567	\$1,823,930
FIXED ASSETS					
OFFICE EQUIPMENT	\$36,303	\$0	\$0	\$36,303	\$36,303
ACCUMULATED DEPRECIATION	(\$33,478)	\$0	\$0	(\$33,478)	(\$32,267)
TOTAL FIXED ASSETS (NET)	\$2,825	\$0	\$0	\$2,825	\$4,036
PREPAID EXPENSES	\$16,726	\$0	\$0	\$16,726	\$19,508
PREPAID RETIREMENT EXPENSE	\$6,321	\$0	\$0	\$6,321	\$12,625
DEFERRED OUTFLOWS - FY PERS EXPENSE	\$30,779	\$0	\$0	\$30,779	\$30,779
DEFERRED OUTFLOWS - PENSION INVESTMENTS	\$70,315	\$0	\$0	\$70,315	\$70,315
<b>TOTAL ASSETS</b>	<b>\$1,924,383</b>	<b>\$3,616,923</b>	<b>\$31,590,692</b>	<b>\$37,131,998</b>	<b>\$37,887,429</b>

**Cabrillo College Foundation**  
**Pre-Audit Balance Sheet as of June 30, 2020**  
 With Comparative Totals as of June 30, 2019

	Operating 6/30/20 A	Nonendowed 6/30/20 B	Endowed 6/30/20 C	Total 6/30/20 D	Total 6/30/19 E
<b>LIABILITIES AND NET ASSETS</b>					
<b>LIABILITIES</b>					
PAYABLES AND ACCRUED EXPENSES					
ACCOUNTS PAYABLE	\$69,451	\$303,714	\$86,112	\$459,277	\$398,367
SCHOLARSHIPS PAYABLE	\$0	\$318,342	\$459,989	\$778,331	\$693,308
SANTA CRUZ COUNTY BANK PPP LOAN	\$102,569	\$0	\$0	\$102,569	\$0
ACCRUED PTO	\$65,217	\$0	\$0	\$65,217	\$59,407
SECTION 125 WITHHOLDINGS	\$409	\$0	\$0	\$409	\$0
EMPLOYEE PORTION OF BENEFITS	\$0	\$0	\$0	\$0	\$80
ACCRUED RETIREE MEDICAL BENEFITS	\$120,755	\$0	\$0	\$120,755	\$120,755
UNFUNDED PERS PENSION LIABILITY	\$446,969	\$0	\$0	\$446,969	\$446,969
DEFERRED INFLOWS - PERS	\$18,324	\$0	\$0	\$18,324	\$18,324
SUBTOTAL PAYABLES, ACCRUED EXPENSES	\$823,694	\$622,056	\$546,100	\$1,991,851	\$1,737,210
SCHOLARSHIPS AWARDED					
CAP SCHOLARSHIPS	\$0	\$33,997	\$731,003	\$765,000	\$749,500
ENDOWED SCHOLARSHIPS	\$0	\$0	\$8,500	\$8,500	\$8,000
NONENDOWED SCHOLARSHIPS	\$0	\$102,653	\$0	\$102,653	\$110,653
SUBTOTAL SCHOLARSHIPS AWARDED	\$0	\$136,650	\$739,503	\$876,153	\$868,153
WES GRANTS PAYABLE					
WES GRANTS	\$0	\$100	\$246	\$346	\$0
SUBTOTAL WES GRANTS PAYABLE	\$0	\$100	\$246	\$346	\$0
<b>TOTAL LIABILITIES</b>	<b>\$823,694</b>	<b>\$758,806</b>	<b>\$1,285,849</b>	<b>\$2,868,350</b>	<b>\$2,605,363</b>
<b>NET ASSETS</b>					
OPERATING NET ASSETS					
DESIGNATED-OPERATING RESERVE	\$489,805	\$0	\$0	\$489,805	\$489,805
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	\$60,705
UNDESIGNATED	\$230,877	\$0	\$0	\$230,877	\$35,317

**Cabrillo College Foundation**  
**Pre-Audit Balance Sheet as of June 30, 2020**  
 With Comparative Totals as of June 30, 2019

	Operating 6/30/20 A	Nonendowed 6/30/20 B	Endowed 6/30/20 C	Total 6/30/20 D	Total 6/30/19 E
SUBTOTAL OPERATING NET ASSETS	\$1,100,689	\$0	\$0	\$1,100,689	\$905,129
NET ASSETS - NONENDOWED	\$0	\$2,858,117	\$0	\$2,858,117	\$3,273,892
NET ASSETS - ENDOWED	\$0	\$0	\$30,304,843	\$30,304,843	\$31,103,044
<b>TOTAL NET ASSETS</b>	<b>\$1,100,689</b>	<b>\$2,858,117</b>	<b>\$30,304,843</b>	<b>\$34,263,648</b>	<b>\$35,282,065</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$1,924,383</b>	<b>\$3,616,923</b>	<b>\$31,590,692</b>	<b>\$37,131,998</b>	<b>\$37,887,429</b>
 BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS	 \$905,129	 \$3,273,892	 \$31,103,044	 \$35,282,065	 \$32,843,745
 NET SURPLUS/(DEFICIT)	 \$195,559	 (\$415,775)	 (\$798,202)	 (\$1,018,417)	 \$2,438,320
 ENDING NET ASSETS	 \$1,100,689	 \$2,858,117	 \$30,304,843	 \$34,263,648	 \$35,282,065

**Cabrillo College Foundation**  
**Income Statement by Fund as of June 30, 2020**  
With Comparative Totals as of June 30, 2019

	Operating 6/30/20 A	Nonendowed 6/30/20 B	Endowed 6/30/20 C	Total 6/30/20 D	Total 6/30/19 E
<b>REVENUE</b>					
<b>EARNED INCOME</b>					
INTEREST AND DIVIDENDS	\$74,847	\$0	\$787,710	\$862,557	\$950,336
UNREALIZED GAIN/LOSS ON SECURITIES	(\$4,320)	\$0	\$517,687	\$513,367	(\$2,769,738)
REALIZED GAINS/LOSSES	\$9,534	\$0	(\$1,486,189)	(\$1,476,656)	\$2,724,401
CHANGE IN VALUE OF SPLIT INTEREST AGREEMENT	\$0	\$0	\$0	\$0	(\$3,489)
FEE INCOME	\$83,771	\$0	\$0	\$83,771	\$114,339
OPERATIONAL ENDOWMENT PAYOUT	\$14,276	\$0	\$0	\$14,276	\$14,122
ENDOWMENT MANAGEMENT FEE	\$458,481	\$0	\$0	\$458,481	\$446,027
<b>TOTAL EARNED INCOME</b>	<b>\$636,590</b>	<b>\$0</b>	<b>(\$180,792)</b>	<b>\$455,798</b>	<b>\$1,475,999</b>
<b>CONTRIBUTED INCOME</b>					
RESTRICTED CONTRIBUTIONS	\$0	\$1,653,799	\$887,038	\$2,540,837	\$4,558,664
OTHER INCOME	\$4,196	\$0	\$0	\$4,196	\$0
ANNUAL FUND	\$11,434	\$0	\$0	\$11,434	\$66,325
PRESIDENT'S CIRCLE GIFTS	\$422,428	\$0	\$0	\$422,428	\$382,267
CAR DONATION PROGRAM	\$0	\$0	\$0	\$0	\$0
UNRESTRICTED GIFTS	\$43,449	\$0	\$0	\$43,449	\$23,186
INTERFUND CONTRIBUTIONS	\$0	(\$31,034)	\$29,784	(\$1,250)	\$0
IN KIND REVENUE	\$0	\$10,764	\$0	\$10,764	\$41,733
IN KIND REVENUE-RENT	\$23,712	\$0	\$0	\$23,712	\$23,556
<b>TOTAL CONTRIBUTED INCOME</b>	<b>\$505,220</b>	<b>\$1,633,529</b>	<b>\$916,822</b>	<b>\$3,055,570</b>	<b>\$5,095,731</b>
<b>TOTAL REVENUE</b>	<b>\$1,141,810</b>	<b>\$1,633,529</b>	<b>\$736,029</b>	<b>\$3,511,368</b>	<b>\$6,571,730</b>
<b>EXPENSES</b>					
<b>SALARIES &amp; WAGES</b>					
SALARIES & WAGES	\$462,290	\$0	\$8,242	\$470,531	\$456,078
PPP LOAN PAYROLL COSTS	\$0	\$0	\$0	\$0	\$0
<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$462,290</b>	<b>\$0</b>	<b>\$8,242</b>	<b>\$470,531</b>	<b>\$456,078</b>
<b>PAYROLL TAXES, BENEFITS</b>					
PAYROLL TAXES, BENEFITS	\$249,815	\$0	\$918	\$250,733	\$298,292
PPP LOAN BENEFITS & TAXES	\$0	\$0	\$0	\$0	\$0

**Cabrillo College Foundation**  
**Income Statement by Fund as of June 30, 2020**  
 With Comparative Totals as of June 30, 2019

	Operating 6/30/20 A	Nonendowed 6/30/20 B	Endowed 6/30/20 C	Total 6/30/20 D	Total 6/30/19 E
TOTAL PAYROLL TAXES, BENEFITS	\$249,815	\$0	\$918	\$250,733	\$298,292
ADVERTISING	\$162	\$0	\$0	\$162	\$480
PRINTING	\$13,643	\$0	\$0	\$13,643	\$18,485
PHOTOS	\$2,350	\$0	\$0	\$2,350	\$1,450
CONSULTANTS	\$31,577	\$0	\$0	\$31,577	\$42,366
FOOD	\$0	\$0	\$0	\$0	\$196
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$30,930	\$0	\$0	\$30,930	\$41,054
OFFICE EQUIP & MAINTENANCE					
OFFICE EQUIPMENT	\$2,663	\$0	\$0	\$2,663	\$8,905
DEPRECIATION EXPENSE	\$1,211	\$0	\$0	\$1,211	\$1,211
SOFTWARE MAINTENANCE	\$12,544	\$0	\$0	\$12,544	\$11,708
SOFTWARE	\$0	\$0	\$0	\$0	\$159
TOTAL OFFICE EQUIP & MAINTENANCE	\$16,418	\$0	\$0	\$16,418	\$21,983
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$1,456	\$0	\$0	\$1,456	\$665
OFFICE SUPPLIES	\$5,482	\$0	\$0	\$5,482	\$9,322
POSTAGE & MAILING SERVICE	\$7,090	\$0	\$0	\$7,090	\$9,123
BOARD EXPENSES	\$3,305	\$0	\$0	\$3,305	\$1,119
OTHER EXPENSES					
MISCELLANEOUS	\$988	\$0	\$0	\$988	\$724
UNCOLLECTIBLE PLEDGES	\$18,067	\$200,651	\$11	\$218,729	\$27,304
BOND CAMPAIGN SUPPORT-DIRECT EXPENSES	\$49,999	\$0	\$0	\$49,999	\$0
MILEAGE & PARKING	\$463	\$0	\$0	\$463	\$448
INTERNET SERVICE	\$1,157	\$0	\$0	\$1,157	\$1,299
IT HOSTING SERVICE	\$9,355	\$0	\$0	\$9,355	\$9,355
BANK CHARGES	\$7,151	\$0	\$0	\$7,151	\$5,655
INVESTMENT FEES	\$3,879	\$0	\$127,938	\$131,817	\$140,951
MANAGEMENT FEES	\$0	\$0	\$458,481	\$458,481	\$446,027
DIRECTOR/OFFICER LIABILITY INS	\$3,059	\$0	\$0	\$3,059	\$3,008
LIABILITY AND PROPERTY INSURANCE	\$3,905	\$0	\$0	\$3,905	\$3,881
TOTAL OTHER EXPENSES	\$98,022	\$200,651	\$586,430	\$885,104	\$638,652

**Cabrillo College Foundation**  
**Income Statement by Fund as of June 30, 2020**  
With Comparative Totals as of June 30, 2019

	Operating 6/30/20 A	Nonendowed 6/30/20 B	Endowed 6/30/20 C	Total 6/30/20 D	Total 6/30/19 E
IN KIND EXPENSE	\$0	\$10,764	\$0	\$10,764	\$41,733
IN KIND EXPENSE - RENT	\$23,712	\$0	\$0	\$23,712	\$23,556
NONENDOWED PROGRAM EXPENSES	\$0	\$766,155	\$0	\$766,155	\$917,132
ENDOWED PROGRAM EXPENSES	\$0	\$0	\$292,186	\$292,186	\$469,941
SCHOLARSHIPS	\$0	\$1,071,734	\$646,455	\$1,718,189	\$1,141,784
<b>TOTAL EXPENSES</b>	<b>\$946,250</b>	<b>\$2,049,304</b>	<b>\$1,534,231</b>	<b>\$4,529,785</b>	<b>\$4,133,410</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$195,559</b>	<b>(\$415,775)</b>	<b>(\$798,202)</b>	<b>(\$1,018,417)</b>	<b>\$2,438,320</b>

**Cabrillo College Foundation**  
**Pre-Audit Income Statement - Operating Budget as of 6/30/20**  
**With Comparative Totals as of 06/30/19**

	18-19 Actual 12 Months A	19-20 Actual 12 Months B	19-20 Budget 12 Months C	19-20 Actual To 19-20 Budget D
<b>REVENUE</b>				
EARNED INCOME				
INTEREST AND DIVIDENDS	\$82,678	\$74,847.26	\$69,000.00	\$5,847.26
UNREALIZED GAIN/LOSS ON SECURITIES	(\$3,710)	(\$4,319.64)	\$0.00	(\$4,319.64)
REALIZED GAINS/LOSSES	\$4,149	\$9,533.56	\$0.00	\$9,533.56
CHANGE IN VALUE OF SPLIT INTEREST AGREE	(\$2,766)	\$0.00	\$0.00	\$0.00
FEE INCOME	\$114,339	\$83,771.13	\$97,785.00	(\$14,013.87)
OPERATIONAL ENDOWMENT PAYOUT	\$14,122	\$14,276.23	\$15,500.00	(\$1,223.77)
ENDOWMENT MANAGEMENT FEE	\$446,027	\$458,481.39	\$416,961.00	\$41,520.39
TOTAL EARNED INCOME	\$654,839	\$636,589.93	\$599,246.00	\$37,343.93
CONTRIBUTED INCOME				
OTHER INCOME	\$0	\$4,196.07	\$0.00	\$4,196.07
ANNUAL FUND	\$66,325	\$11,434.45	\$50,000.00	(\$38,565.55)
PRESIDENT'S CIRCLE GIFTS	\$382,267	\$422,427.92	\$366,000.00	\$56,427.92
UNRESTRICTED GIFTS	\$23,186	\$43,449.19	\$20,000.00	\$23,449.19
INTERFUND CONTRIBUTIONS	\$4,000	\$0.00	\$0.00	\$0.00
IN KIND REVENUE-RENT	\$23,556	\$23,712.00	\$23,711.50	\$0.50
TOTAL CONTRIBUTED INCOME	\$499,334	\$505,219.63	\$459,711.50	\$45,508.13
TOTAL REVENUE	\$1,154,173	\$1,141,809.56	\$1,058,957.50	\$82,852.06
<b>EXPENSES</b>				
SALARIES & WAGES				
SALARIES & WAGES	\$447,956	\$462,289.53	\$488,905.00	\$26,615.47
PPP LOAN PAYROLL COSTS	\$0	\$0.00	\$0.00	\$0.00
TOTAL SALARIES & WAGES	\$447,956	\$462,289.53	\$488,905.00	\$26,615.47
PAYROLL TAXES, BENEFITS				
PAYROLL TAXES, BENEFITS	\$297,311	\$249,814.74	\$255,714.00	\$5,899.26
PPP LOAN BENEFITS & TAXES	\$0	\$0.00	\$0.00	\$0.00
TOTAL PAYROLL TAXES, BENEFITS	\$297,311	\$249,814.74	\$255,714.00	\$5,899.26
ADVERTISING	\$480	\$161.59	\$1,000.00	\$838.41

**Cabrillo College Foundation**  
**Pre-Audit Income Statement - Operating Budget as of 6/30/20**  
**With Comparative Totals as of 06/30/19**

	18-19 Actual 12 Months A	19-20 Actual 12 Months B	19-20 Budget 12 Months C	19-20 Actual To 19-20 Budget D
PRINTING	\$18,485	\$13,643.33	\$20,000.00	\$6,356.67
PHOTOS	\$1,450	\$2,350.00	\$3,900.00	\$1,550.00
CONSULTANTS	\$42,366	\$31,576.88	\$45,025.00	\$13,448.12
FOOD	\$196	\$0.00	\$0.00	\$0.00
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$41,054	\$30,929.77	\$59,278.00	\$28,348.23
OFFICE EQUIP & MAINTENANCE				
OFFICE EQUIPMENT	\$8,905	\$2,663.28	\$1,340.00	(\$1,323.28)
DEPRECIATION EXPENSE	\$1,211	\$1,210.92	\$1,211.00	\$0.08
SOFTWARE MAINTENANCE	\$11,708	\$12,543.60	\$12,486.00	(\$57.60)
SOFTWARE	\$159	\$0.00	\$0.00	\$0.00
TOTAL OFFICE EQUIP & MAINTENANCE	\$21,983	\$16,417.80	\$15,037.00	(\$1,380.80)
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$665	\$1,455.70	\$1,656.00	\$200.30
OFFICE SUPPLIES	\$9,322	\$5,481.60	\$7,012.00	\$1,530.40
POSTAGE & MAILING SERVICE	\$9,123	\$7,089.69	\$10,223.00	\$3,133.31
BOARD EXPENSES	\$1,119	\$3,305.07	\$2,393.00	(\$912.07)
OTHER EXPENSES				
MISCELLANEOUS	\$724	\$988.04	\$550.00	(\$438.04)
UNCOLLECTIBLE PLEDGES	\$26,293	\$18,066.64	\$17,500.00	(\$566.64)
BOND CAMPAIGN SUPPORT-DIRECT EXPENSE	\$0	\$49,999.00	\$0.00	(\$49,999.00)
MILEAGE & PARKING	\$448	\$463.38	\$645.00	\$181.62
INTERNET SERVICE	\$1,299	\$1,156.55	\$1,440.00	\$283.45
IT HOSTING SERVICE	\$9,355	\$9,354.50	\$9,355.00	\$0.50
BANK CHARGES	\$5,655	\$7,150.88	\$8,000.00	\$849.12
INVESTMENT FEES	\$710	\$3,879.36	\$370.00	(\$3,509.36)
DIRECTOR/OFFICER LIABILITY INS	\$3,008	\$3,059.04	\$3,692.00	\$632.96
LIABILITY AND PROPERTY INSURANCE	\$3,881	\$3,905.04	\$4,202.00	\$296.96
TOTAL OTHER EXPENSES	\$51,374	\$98,022.43	\$45,754.00	(\$52,268.43)
IN KIND EXPENSE - RENT	\$23,556	\$23,712.00	\$23,711.50	(\$0.50)
<b>TOTAL EXPENSES</b>	<b>\$966,439</b>	<b>\$946,250.13</b>	<b>\$979,608.50</b>	<b>\$33,358.37</b>

**Cabrillo College Foundation**  
**Pre-Audit Income Statement - Operating Budget as of 6/30/20**  
**With Comparative Totals as of 06/30/19**

	18-19 Actual 12 Months A	19-20 Actual 12 Months B	19-20 Budget 12 Months C	19-20 Actual To 19-20 Budget D
NET SURPLUS/(DEFICIT)	\$187,734	\$195,559.43	\$79,349.00	\$116,210.43

## MEMORANDUM

**DATE:** September 1, 2020

**TO:** Board of Directors

**FROM:** Michele Bassi

**SUBJECT:** **President's Circle Campaign**

---

### **2019-20 President's Circle**

For 2019-20 President's Circle raised **\$425,527!** This is the most ever raised for the President's Circle and an 11% increase over the previous year. A total of 1,044 invitations were mailed to potential donors and committee members made follow-up calls to prospects. We had 28 new members join and 13 rejoining members increased their support. We have a 90% retention rate.

### **2020-21 President's Circle Committee**

The President's Circle Kick-off Celebration will be held on Thursday, September 10. Duf and Paula Fischer with Vance Landis Carey are co-chairs of the 2020-21 President's Circle Committee. Steve Snodgrass, Julie Thiebaut and Erica Ow have agreed to join the committee this year. President's Circle committee members will soon be working to review their prospect lists.

### **President's Circle Events**

*Due to Covid-19, all events will be planned with an eye to safety and well-being of guests and staff.  
All events are subject to change.*

President's "Drive In" Holiday Party (\$1,000+ donors)	December 2020
Virtual Historical Tour led by Sandy Lydon (\$1,000+)	Spring 2021
Cabrillo Stage Summer Musical and Reception (\$1,000+)	Summer 2021
President's Plus Dinner at the home of Vance Landis Carey (\$1,500+)	Spring 2021
Winemaker's Dinner at Sesnon House (\$2,500+)	Spring 2021
Happy Hour with Matt Wetstein (\$5,000+)	Spring 2021
Feasting with Faculty (\$10,000+)*	Summer 2021
Homemade Pizza Party at the home of Claire Biancalana and Bill Kelsay (\$15,000+)	TBD 2021

**CABRILLO COLLEGE FOUNDATION**  
**President's Circle Members 2019-20**  
Updated 06/30/2020

**\$15,000+**

Edward Newman and Leslie Christie  
Patty Quillin and Reed Hastings

**\$10,000+**

Bright Horizon Fund  
Esther and Gerry Levandoski  
Rick and Ruth Moe  
Miles and Rosanne 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  
Bill and Karen Moncovich  
Ned and Dinny Nemacheck  
Kelly and Maria Nesheim  
Amy Newell

Gayle and Joseph Ortiz  
William and Erica Ow  
Pat and Rowland Rebele  
Shadowbrook and Crow's Nest Restaurants  
Brian and Michelle Sharpes  
Stephen and Gail Snodgrass  
Ginny Solari Mazry  
Rachael Spencer and Kevin Rooney  
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

Richard and Theresa Crocker  
David and Elizabeth Doolin  
Dwayne and Linda Downing  
Roberta Dunton  
Charles and Sandra Eldridge  
Lou Falek and Lyn MacDonald  
Mahlon and Joel-Ann Foote

# **CABRILLO COLLEGE FOUNDATION**

## **President's Circle Members 2019-20**

Updated 06/30/2020

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  
Judy B. Jones  
Ralph and Julie Kimball  
Thomas Lehrer

Karen and Charles Leigh-Wood  
Patty Lezin  
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  
Burton and Cynthia Rees  
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  
Matt Wetstein and Cindy Ostberg  
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  
Susan and Richard Beach  
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  
Sara Clarenbach  
Michael and Barbara Clark  
Sarah Clark  
Joanne Clever  
Virginia Coe  
Bill and Cloy Codiga  
Karen Cogswell and John Maenchen  
Diane and Donald Cooley  
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  
James Emerson and Michelle Van Ooy  
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  
Joe Graney/Santa Cruz Bicycles  
Diane and Conrad Hamako  
Richard and DeAnne Hart  
Kathleen Hatfield  
Janet Heien  
Donald and Diana Henrichsen  
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  
Victoria and David Lewis  
Rick Li Fo Sjoie and Virginia Morris  
Mark Linder and Mary Dean  
Pamela Lowry and Allen Rozelle  
Charlie and Georgia Mackh  
Gerry Mandel  
Allen and Janet Martin  
Joseph and Lila Jean Marvin  
Mary Maselli  
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  
Colleen Quigley and Stanley Lanning  
Paula and Robert Quinn  
Kenneth and Barbara Reed  
Dixie Rees  
Randy Repass and Sally-Christine Rodgers  
Phyllis Rosenblum  
Craig Rowell and Cory Ray  
Cherri Rupert-Canfield  
Thomas Schmida  
Mark and Laurie Scurich  
Ronald and Cynthia Sekkel  
Kathryn Shephard  
Karen Semington  
Melinda and Thomas Silverstein  
Ronnelle and Sharen Smithcamp  
Elaine-Maryse Solari  
Carol and Stephen Spragens  
Robert Stephens  
Heather Stiles and Trevor Strudley  
Gabrielle Stocker  
Bruce and Barbara Swenson  
Julie Thiebaut  
James and Deborah Thoits  
Anina Van Alstine  
Susan True and Ben Wolfe  
Michael and Anne Watkins  
Susan and Nels Westman  
Brad and Linda Wiles  
Terrence Willett and Jennifer Cross  
Kathleen Willot and Glenn Joy  
Neal and Paula Woods

**CABRILLO COLLEGE FOUNDATION**  
**President's Circle Members 2019-20**  
Updated 06/30/2020

**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
<i>Downes Baskin</i>	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 9/1/2020**

	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>232</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>28</b>
<b># of Rejoining Annual Members (\$1,000+ )</b>	150	162	170	179	183	192	195	207	<b>204</b>
<b>% of Rejoining Members</b>	88%	92%	88%	94%	97%	93%	91%	91%	90%
<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>9</b>
<b># of \$2,500-\$4,999</b>	16	13	13	13	14	15	23	27	<b>33</b>
<b># of \$1,500-\$2,499 (Starting 2011-2012)*</b>	37	38	45	52	54	56	59	57	<b>56</b>
<b># of \$1,000 Donations</b>	112	126	119	114	127	133	132	129	<b>127</b>
<b># of Donors Who Gave &lt; \$1,000</b>	8	9	7	8	9	8	3	4	<b>5</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>\$425,527</b>
<b>Percent Increase/ Decrease Over Previous Year</b>	11%	8%	4%	10%	2%	4%	14%	2%	11%

## MEMORANDUM

**DATE:** September 1, 2020

**TO:** Board of Directors

**FROM:** Donna Ziel

**SUBJECT:** 2020 Women's Educational Success (WES)

---

WES grants are a critical resource for faculty on campus, empowering them to send a lifeline to a struggling student. With today's current financial instability, these grants will be relied on more than ever to keep deserving students in school.

This year a total of \$90,000 will be given out to students in need at Cabrillo through the WES program—the most WES has ever awarded.

### **WES COMMITTEE (BEST FRIENDS):**

- Rhonda Bonett and Tonée Picard are co-chairs for the 2020 WES Campaign
- New to the committee this year: Peggy Flynn and Cynthia Druley.
- 2020 Best Friends: Rhonda Bonett, co-chair, Sue Broadston, Lynette Cleland, Cathy Conway, Freney Cooper, Mary Culley, Cynthia Druley, Corrine Flanagan, Peggy Flynn, Pam Goodman, Kathleen Jones, Janet Krassow, Angie McClellan, Mara Palandrani, Carolyn Parham, Tonée Picard, co-chair, Patty Quillin, Karen Semingson, Rachael Spencer, cofounder, Bunny Tavares, Kate Terrell, Karri White, Kristin Wilson, Donna Ziel

### **EVENT:**

- For the first time in over two decades, this year's WES event will not be held in person. Between the uncertainty around public gatherings and most of the Cabrillo campus being closed in the fall, it's simply not an option this year. While we are disappointed that we will not get to see our supporters in person, we look forward to creating a meaningful virtual event for our WES donors.
- The virtual WES event will be held on Friday, September 25, 2020 from 12:00 – 1:00pm via Zoom.

### **2020 CAMPAIGN:**

- The WES Committee, now consisting of 25 Best Friends, recently sent out personalized WES invitations to over 1,700 potential donors.
- As of August 28, nearly \$98,000 has been received from the appeal and donations are still arriving daily. WES donations made through December 31, 2020 will be included in the 2020 WES Campaign. Also, thanks to a generous grant of \$10,000 from the Sharanam Foundation and the Wedeen Hammer Group at Morgan Stanley, every donation of \$250 or more will be matched!

## **Women's Educational Success (WES) Grant Recipients**



"At the time I received the grant from WES I was unable to pay my rent and sure I'd have to drop out of the dental hygiene program. That money made all the difference for me. I was able to graduate and become a licensed hygienist!

I am currently licensed in 2 states and work in public health. And, I just bought my first home! None of this would be possible if it had not been for your generosity.

Thank you a million times over. You made a real difference in my life."

–Carly



"The Women's Educational Success grant has allowed me to continue my education after being close to placing my education on pause due to the unforeseen circumstance of my daughter being diagnosed with cancer.

There are no words that can perfectly describe the emotions I felt the day I was informed that I would be one of the recipients. It was a miracle!

This has boosted my morale in innumerable ways and has been a life-changer. Thank you very much Cabrillo Foundation."

–Maria



When I came for help, I was overextended across two part time jobs, and I was about to flunk out of Physics (which would have cost me my financial aid eligibility, lost me access to CalFresh food stamps, and set back my education plan).

Receiving the WES grant enabled me to cut back a few hours at one of my jobs, freeing up a little more time to focus on studying. I am so grateful for this extra boost; it has been crucial in enabling me get a handle of my classes again. I just got back my last Physics exam and I earned 100%!

–Rewa

## MEMORANDUM

**DATE:** September 1, 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:

1. Faculty Grants for Student Success
2. Crocker Endowment Grants
  - Crocker Nursing Endowment Grants
  - Crocker Dental Hygiene Endowment Grants
  - Crocker VAPA Endowment Grants
  - Crocker Campus-Wide Endowment Grants
3. Engineering and Applied Science Endowment

Grant recipients are selected through an annual proposal process. In October and November of each year, various committees meet to evaluate proposals and select grant recipients for each of the three grant programs. The Faculty Grants for Student Success selection committee is comprised of Foundation Board Members, Cabrillo Faculty and community members, who all review proposals, then meet to determine which projects receive funding.

Last year the Cabrillo Foundation awarded a total of \$107,787 to Cabrillo staff and faculty to enhance student learning and increase student success. This year there is \$117,990 available to award, thanks to our growing endowments.

Please notify Eileen or Caitlin if you are interested in serving on the committee to review proposals and select projects to award.

## MEMORANDUM

**DATE:** September 1, 2020

**TO:** Board of Directors

**FROM:** Rachel Wedeen

**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. Despite the uncertainty surrounding COVID-19, scholarships help students plan for their future — knowing that they have financial support can encourage them to stay enrolled and gives them hope during challenging times.

### SCHOLARSHIP PROGRAM

- During the 2019-20 fiscal year, we awarded over **\$1.6 million in scholarships to 2236 students.**
- Scholarship recipients were notified of their awards at the end of May and will receive their funds in the next two weeks, provided they meet their scholarship's criteria.

### SCHOLARSHIP COMMITTEE

- Committee members: Rachael Spencer (Chair), Claire Biancalana, Jess Brown, Ceil Cirillo, Virginia Coe, Karen Cogswell, Linda Downing, Jan Furman, Rich Hart, Adele Miller, Corinne Miller, Julie Thiebaut, Rachel Wedeen and Jill Wilson
- Committee members serve as community ambassadors for our scholarship program.

### EVENTS

Due to concerns regarding COVID-19, we had to cancel many of our scholarship events this year.

- **Zoom Event: Colligan Family Scholarship for First Generation Cabrillo Students**
  - In July we hosted a small Zoom event to celebrate some of the Colligan Family Scholarship recipients and introduce the students to Bud and Rebecca Colligan. 11 students joined us for the call and spoke about being first generation students and the impact of this generous scholarship. Bud and Rebecca shared with us after the call that they felt "honored to hear their stories and aspirations."
- **Scholarship Donor Reception**
  - During our last meeting, the scholarship committee determined that we would host the Scholarship Donor Reception biannually. Our next reception will be held in 2021.
- **Scholarship Committee Meeting**
  - November TBD: we will discuss our year-end mailing and personalizing letters.

## Scholarship Recipients



Jason is studying Liberal Arts and aspires to be a teacher. He is a recipient of the Colligan Family Scholarship for First Generation Students and at our recent Zoom event, he shared:

***"The odds have always been against me and negative people have tried to bring me down, but not the Colligan family. Words cannot explain what this means to me and I truly cannot thank the Colligans enough for this scholarship. I'm extremely grateful for this opportunity and I hope to one day be in position to help others, as you have helped me."***



Alondra is a first generation college student and a recipient of the Dobey Family Endowed Scholarship. From Cabrillo, she plans to transfer to San Jose State to study Communicative Disorders and Sciences and someday become a speech therapist for children.

***"The Dobey Family Endowed Scholarship is so important to me because I don't have to worry about working extra hours. I get to focus on my education and give it my all. My education is the most important thing to me and I know that in the end it will all pay off."***



Andrea was a recipient of the High Achievers Scholarship in 2018 and is now working full time as a dental hygienist, earning more than twice her salary prior to graduating from the program last year. In a recent update, she shared:

***"To this day, I remember being told I would be a recipient of this scholarship, and I just have to say, it really did change my life. I'm eternally grateful."***

## MEMORANDUM

**DATE:** September 1, 2020  
**TO:** Board of Directors  
**FROM:** Eileen Hill  
**SUBJECT:** Student Veterans Endowment

---

### Background

The Cabrillo College Veterans Information Center (VIC) provides resources and information for those who have served in the military as well as their dependents. All military service veterans are welcome and supported at the VIC. Cabrillo student veterans were motivated to start a permanent endowment fund to help fellow student veterans in need, for generations to come. As a result, the SVE (Student Veterans Endowment) was established in the summer of 2020 by a committee called the Quick Reaction Force (QRF). The QRF is comprised of student veterans, veterans, staff, and volunteers who will raise funds for the SVE annually.

### Purpose

The purpose of SVE is to allow student veterans to access quick response funds if and when they experience unforeseen hardships while transitioning to civilian life. We anticipate that quick response funds will be awarded within two weeks of request and will fortify students experiencing hardship.

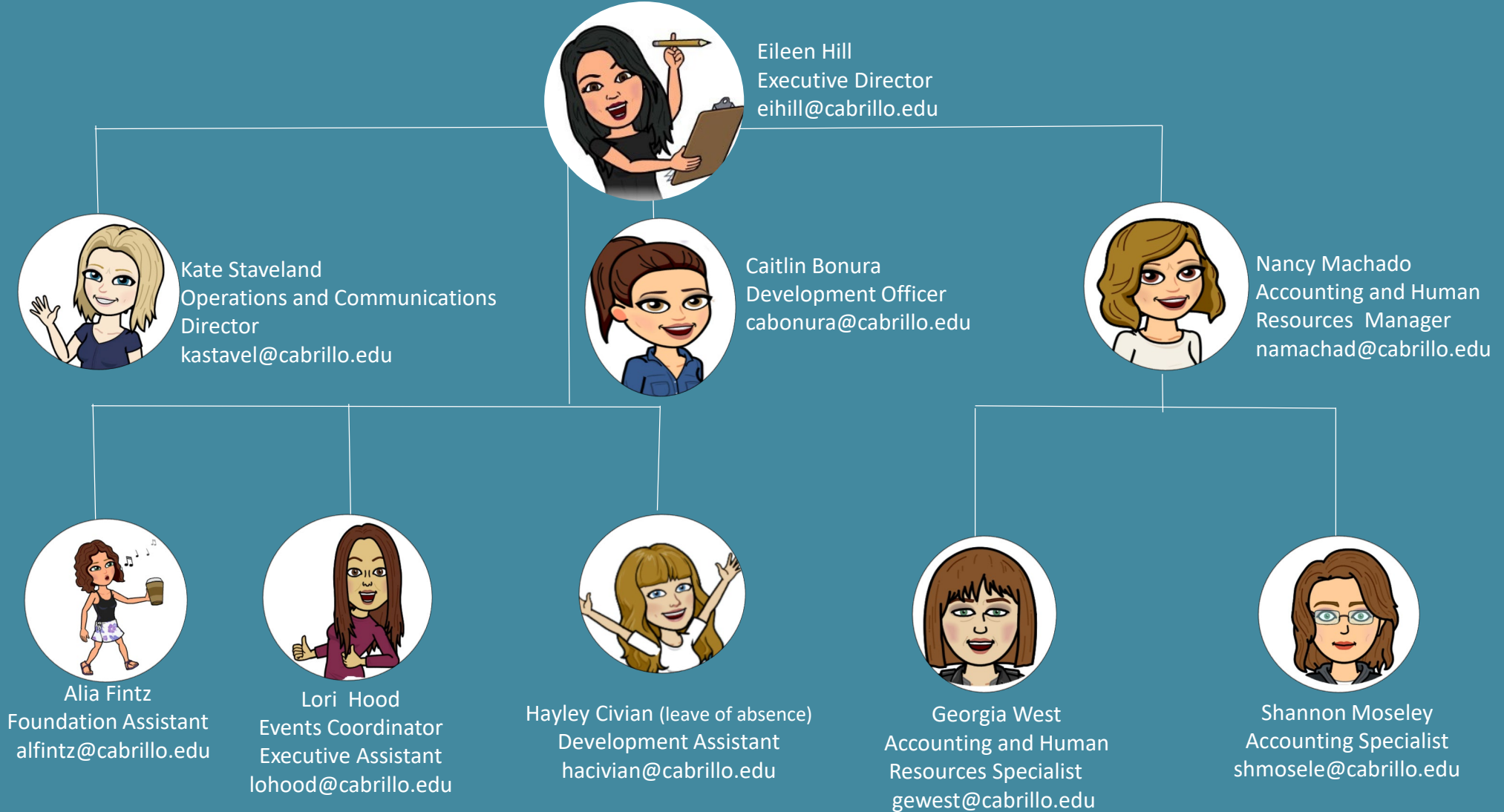
### Committee

There are 22 committee members on Quick Reaction Force (QRF), who will meet twice annually and will also attend the Veterans BBQ in November. The primary responsibility of the committee will be recruiting friends and colleagues to learn more about the SVE and what they can do to help veterans succeed.

### 2020 SVE Campaign

The goal of the QRF is to raise \$10,000 from 100 donors giving \$100 or more, and \$2,707 has been raised so far. The QRF has held its first meeting and has started gathering donors and prospects. Personal invitations to give to the SVE and attend the Veterans "to go" BBQ will be sent on October 1<sup>st</sup>. The Veterans "to go" BBQ will be held on Veterans Day, November 11<sup>th</sup>. Donors who give \$100 or more will be recognized with an honorary dog tag.

# Cabrillo College Foundation Staff



# 2020-21 Cabrillo College Foundation Committee Meetings and Events

Updated 8/11/2020

## **BOARD OF DIRECTORS**

***Tuesdays, 12:00-2:00 pm***

***Sesnon House or Zoom TBD***

**New Member Orientation**

September 8, 2020

11:00-12:00 pm

(Sesnon House or Zoom TBD)

### **Meetings:**

September 8, 2020

November 10, 2020

February 9, 2021

May 11, 2021

(Watsonville Center)

## **AUDIT**

***10:00-11:00 am***

***Sesnon House or Zoom TBD***

October 7, 2020

May, 2021 TBD

## **EXECUTIVE**

***Thursdays, 9:00-10:00 am***

***Sesnon House or Zoom TBD***

August 27, 2020

October 22, 2020

January 21, 2021

April 15, 2021

## **FINANCE AND**

### **INVESTMENT**

***Thursdays, 9:00-10:00 am***

***Sesnon House or Zoom TBD***

August 19, 2020

October 8, 2020

January 7, 2021

March 25, 2021

## **CABRILLO**

### **ADVANCEMENT**

#### **PROGRAM (CAP)**

February 2021

May 2021

## **FACULTY GRANTS**

November 2020

## **NOMINATING**

December 2020

## **PRESIDENT'S CIRCLE**

September 10, 2020

5:30 – 7:00 pm

(kick-off party)

October, 2020 TBD

9:00 am – 12:00 pm

(signing party)

March, 2021 TBD

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

Virtual Event

## **SCHOLARSHIP**

November 2020

## **EXCLUSIVE EVENTS**

### **FOR PRESIDENT'S**

#### **CIRCLE MEMBERS**

#### **Homemade Pizza Party at**

**the home of Claire**

**Biancalana and Bill Kelsay**

*\$15,000+ Members*

Spring 2021

#### **Feasting with Faculty**

*\$10,000+ Members*

Spring 2021

#### **Happy Hour with**

**CC President**

*\$5,000 + Members*

Spring 2021

#### **Winemaker's Dinner**

*\$2,500+ Members*

Spring 2021

#### **Party at the Home of Vance**

**Landis Carey and Robert**

**Carey**

*\$1,500+ Members*

Spring 2021

#### **Sandy Lydon Virtual**

**History**

*\$1,000 + Members*

Spring 2021

#### **PC Reception and Cabrillo**

**Stage Play**

*\$1,000+ Members*

Summer 2021

## **EVENT DATES**

#### **Seahawk Social**

October/November 2020

#### **Heritage Club Event**

November 2020

#### **President's Holiday Party**

**Drive-in**

December 2020

#### **Faculty and Staff Grants**

**Awards**

January 2021

#### **Cabrillo Advancement**

**Program Ceremony**

March 2021

#### **Colligan Family Scholarship**

**Ceremony**

Summer 2021 TBD

# 2020-21 Cabrillo College Foundation Committee Roster – Updated 9/1/2020

## **BOARD OF DIRECTORS**

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

## **AUDIT**

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

## **EXECUTIVE**

Pegi Ard, CFO  
Claire Biancalana, President  
Owen Brown, Past President  
Linda Burroughs  
David Heald  
Gun Ruder, Vice President  
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  
Trevor Strudley  
*Staff:* Eileen Hill  
Nancy Machado

## **CABRILLO ADVANCEMENT PROGRAM (CAP)**

*Chair:* Carrie Birkhofer  
Rob Allen  
Enrique Buelna  
Sesario Escoto  
Leola Lapides  
Rachel Mayo  
Amy Newell  
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:* Owen Brown  
Claire Biancalana  
Jess Brown  
Linda Burroughs  
Ceil Cirillo  
William Ow  
Gun Ruder  
Rachael Spencer  
*Lead Staff:* Eileen Hill

## **PRESIDENT'S CIRCLE**

*Co-chairs:*  
Vance Landis-Carey  
Duf Fischer  
Paula Fischer  
Pegi Ard  
Jim Baker  
Ed Banks  
Pat Barton  
Michele Bassi  
Claire Biancalana

Mary Blanchard  
Jess Brown  
Owen Brown  
Ted Burke  
Linda Burroughs  
Ceil Cirillo  
Karen Cogswell  
Wally Dale  
Linda Downing  
Lee Duffus  
Kristin Fabos  
Peggy Flynn  
Joel-Ann Foote  
Mahlon Foote  
DeAnne Hart  
Rich Hart  
Jackie Heald  
Hal Hyde  
Kent Imai  
Julie Lambert  
Marilyn Manning Lonerger  
Richard Lonerger  
Keith McKenzie  
Fred McPherson  
Bob Millsagle  
Kelly Nesheim  
Ed Newman  
Erica Ow  
William Ow  
June Padilla Ponce  
Ginny Solari Mazry  
Greg Solow  
Tangie Solow  
Rachael Spencer  
Steve Snodgrass  
Julie Thiebaut  
Rachel Wedeen  
Matt Wetstein  
Theo Wierdsma  
Bjorg Yonts  
*Staff:* Caitlin Bonura

## **SCHOLARSHIP**

*Chair:* Rachael Spencer  
Claire Biancalana  
Jess Brown  
Ceil Cirillo  
Virginia Coe  
Karen Cogswell  
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  
Tonée Picard  
Peggy Downes Baskin, cofounder  
Sue Broadston  
Lynette Cleland

Cathy Conway  
Freny Cooper  
Mary Culley  
Cynthia Druley  
Corrine Flanagan  
Peggy Flynn  
Pam Goodman  
Kathleen Jones  
Janet Krassow  
Angie McClellan  
Mara Palandrani  
Carolyn Parham  
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