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Eileen Hill

MEMORANDUM

DATE: July 6, 2022

TO: Owen Brown, Karen Cogswell, Marshall Delk, David Heald, Michael Machado, Kelly Nesheim, Gun Ruder, Steve Snodgrass, Trevor Strudley

FROM: Pegi Ard, Chief Financial Officer

STAFF: Eileen Hill, Nancy Machado

GUESTS: Bert Feuss, Community Capital Advisors

SUBJECT:

**Finance and Investment Committee
Investment Advisor Search Meeting
Wednesday, July 13, 2022
9:30 – 11:00 am
Zoom Virtual Meeting**

Item	Responsibility	Page
A. Regular Open Session		
1. Welcome and Call to Order	P. Ard	
2. Approval of Agenda <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>	P. Ard	
3. June 14, 2022 Meeting Minutes	P. Ard	4 - 6
B. Public Comment		
1. Public Comment Opportunity	P. Ard	

C. Special Presentation

- | | |
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| 1. Investment Advisor Search, Community Capital Advisors | B. Feuss |
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D. Action Items

- | | |
|---------------------------------------|--------|
| 1. Select RFP Candidates to interview | P. Ard |
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E. Adjournment

- | | |
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| 1. Adjournment | P. Ard |
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INVESTMENT ADVISOR SEARCH MEETINGS:

July 27, 2022
10:00am – 12:00 pm
1:00 – 3:00 pm

July 29, 2022
9:30 – 11:30 am
1:00 – 3:00 pm

UPCOMING FINANCE MEETINGS:

August 18, 2022
9:00 – 10:30 am

October 13, 2022
9:00 – 10:30 am

January 12, 2023
9:00 – 10:30 am

March 30, 2023
9:00 – 10:30 am

Finance & Investment Committee 2021-22 Attendance Chart

Finance and Investment Committee Members	8/19/21	10/14/21	1/13/22	3/31/22	4/13/22	5/2/22	5/13/22	6/14/22
Pegi Ard	P	P	A	P	P	A	A	P
Owen Brown	P	P	P	P	P	P	P	P
Karen Cogswell	P	P	P	P	P	P	P	P
Marshall Delk	P	A	P	P	P	P	A	P
David Heald	P	P	P	P	P	P	P	P
Michael Machado	P	P	P	P	A	A	P	P
Kelly Nesheim	P	P	P	P	P	P	P	P
Gun Ruder	P	P	P	P	A	P	P	P
Stephen Snodgrass	P	A	P	A	P	P	P	A
Trevor Strudley	P	P	P	A	A	P	P	P

P=Present, A=Absent, N/A=Not Applicable

Attendance is based on the Finance & Investment Committee meeting minutes. Please call the Cabrillo College Foundation office if you believe this chart is in error.

Cabrillo College Foundation
Finance and Investment Committee Meeting Minutes
June 14, 2022

Present: Pegi Ard, Owen Brown, Karen Cogswell, Marshall Delk, David Heald, Michael Machado, Kelly Nesheim, Gun Ruder and Trevor Strudley

Absent: Steve Snodgrass

Staff: Eileen Hill and Nancy Machado

Guests: Dan Tichenor and Brian Sharpes, Graystone Consulting

Call to Order – Pegi Ard called the meeting to order at 10:00 a.m.

Approval of Agenda

Motion: MSC:O.Brown/D. Heald. The committee voted unanimously to approve the Finance and Investment Committee agenda.

Public Comment Opportunity

There were no public comments.

Approve Finance and Investment Committee Minutes

Motion: MSC: K. Cogswell/G. Ruder. Owen Brown, Karen Cogswell, David Heald, Michael Machado, Kelly Nesheim, Gun Ruder and Trevor Strudley voted to approve the Finance and Investment Investment meeting minutes of May 13, 2022. Pegi Ard and Marshall Delk abstained. Steve Snodgrass was absent.

Investment Report:

Dan Tichenor of Graystone Consulting reported on the Cabrillo College Foundation investments as of May 31, 2022.

Adjournment

The meeting adjourned at 11:10 a.m.

Respectfully submitted,



Nancy Machado
Accounting & Human Resources Manager

Cabrillo College Foundation
Finance and Investment Committee Meeting Minutes
June 14, 2022

Meeting follow-up items:

1. Every 6 months Graystone will run and provide a Private investments strategy report.

INVESTMENT ADVISOR SEARCH

MEETINGS: July 13, 2022
9:30 – 11:00 am

July 27, 2022
10:00am – 12:00 pm
1:00 – 3:00 pm

July 29, 2022
9:30 – 11:30 am
1:00 – 3:00 pm

UPCOMING FINANCE MEETINGS:

July 15, 2022 Investment Review
10:00 – 10:30 am

August 18, 2022
9:00 – 10:30 am

October 13, 2022
9:00 – 10:30 am

January 12, 2023
9:00 – 10:30 am

March 30, 2023
9:00 – 10:30 am

Cabrillo College Foundation
Finance and Investment Committee Meeting Minutes
June 14, 2022

Finance and Investment Committee Attendance Chart

Finance and Investment Committee Members	10/14/21	1/13/22	3/31/22	5/13/22	6/14/22
Pegi Ard	P	A	P	A	P
Owen Brown	P	P	P	P	P
Karen Cogswell	P	P	P	P	P
Marshall Delk	A	P	P	A	P
David Heald	P	P	P	P	P
Michael Machado	P	P	P	P	P
Kelly Nesheim	P	P	P	P	P
Gun Ruder	P	P	P	P	P
Stephen Snodgrass	A	P	A	P	A
Trevor Strudley	A	P	A	P	P

P=Present, A=Absent, N/A=Not Applicable Attendance is based on the Finance & Investment Committee meeting minutes. Please call the Cabrillo College Foundation office if you believe this chart is in error.