

# Cabrillo College FOUNDATION

## OFFICERS

**PRESIDENT**  
Ed Newman

**VICE PRESIDENT**  
Michele Bassi

**SECRETARY**  
Julie Thiebaut

**CHIEF FINANCIAL OFFICER**  
Karen Cogswell

**PAST PRESIDENT**  
Rachel Wedeen

## COMMUNITY REPRESENTATIVES

Rob Allen  
Pegi Ard  
Claire Biancalana  
Freny Cooper  
Kathryn Cowan  
Sesario Escoto  
Jan Furman  
Omar Gonzalez-Benitez  
Diane Koenig  
Vance Landis-Carey  
Rick Li Fo Sjoie  
Erica Ow  
Cory Ray  
Spenser Russell  
Ron Sekkel  
Karen Semingson  
Trevor Strudley

**COLLEGE TRUSTEE  
REPRESENTATIVES**  
Dan Rothwell  
Rachael Spencer  
Donna Ziel

**COLLEGE STAFF  
REPRESENTATIVES**  
Matthew E. Wetstein  
President

Travaris Harris  
VP Instruction  
Kristin Wilson  
Faculty Representative

**EXECUTIVE DIRECTOR**  
Eileen Hill

## MEMORANDUM

**DATE:** July 2, 2025

**TO:** David Heald, Spenser Russell

**FROM:** Karen Semingson, Chair

**STAFF:** Eileen Hill and Patrick Andrews

**GUEST:** Kyle Holtz and Alicia Hernandez, CWDL

**SUBJECT:** **Audit Committee Meeting**  
**Wednesday, July 9, 2025**  
**10:00 am – 11:00 am**  
**Zoom Virtual Meeting**

Item	Responsibility	Page
<b>A. Regular Open Session</b>		
1. Welcome and Call to Order	K. Semingson	
2. Approval of Agenda	K. Semingson	
<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>		
3. October 8, 2024 Meeting Minutes	K. Semingson	3 – 4
<b>B. Public Comment</b>		
1. Public Comment Opportunity	K. Semingson	

Item	Responsibility	Page
<b>C. Reports</b>		
1. Cabrillo College Report	E. Hill	
2. Executive Director Report	E. Hill	5 – 7
<b>D. Informational Items</b>		
1. 2024-25 Audit Timeline	P. Andrews	8 – 9
2. Discuss 2024-25 Audit	Kyle Holtz	
3. Committee Calendar and Roster	K. Semingson	10 – 12
<b>F. Adjournment</b>		
1. Adjournment	K. Semingson	

**NEXT MEETING**  
October 2025 TBD

**Audit Committee Attendance Chart**

<b>Audit Committee Members</b>	<b>6.5.23</b>	<b>10.8.24</b>	<b>7.9.25</b>
David Heald	P	P	
Spenser Russell	P	P	
Karen Semingson	P	P	

A=Absent, P=Present, N=Not on Committees  
Attendance is based on the Audit Committee meeting minutes. Please call Patrick Andrews at 479-5725 if you believe this chart is in error.

**Cabrillo College Foundation  
Audit Committee Meeting  
Minutes of October 8, 2024**

**Present:** David Heald, Spenser Russell, and Karen Semingson

**Absent:** All committee members were present

**Staff:** Eileen Hill and Patrick Andrews

**Guests:** Kyle Holtz, CWDL

Call to Order – K. Semingson called the meeting to order at 10:00 a.m.

Approval of Agenda

**Motion: MSC: D.Heald/S.Russell:** The Audit Committee members unanimously approved the Audit Committee agenda.

Approve Audit Committee Minutes:

**Motion: MSC: D.Heald/S.Russell:** The committee voted unanimously to approve the Audit Committee Minutes of June 5, 2024.

Public Comment Opportunity

There were no members of the public in attendance.

Action Items

2023-24 Audit Draft – Kyle Holtz presented an overview of the 23-24 Audit. He noted that controls were strong within the Foundation staff. He reminded the committee of the '22-'23 beginning balance adjustment to record the Unfunded pension obligation and other post-employment benefit liability. Kyle pointed out that the bookkeeping calculations were being processed correctly with regard to the Morgan Stanley/Brown Advisory investment account statements.

David Heald recommended that the audit draft be revised to reflect the year-to-year comparison of the 'Statement of Financial Information' be on one page, side by side, versus being reflected on two separate pages. Kyle Holtz stated that he would make this revision and send a new draft audit. out by end of day.

Audit Committee Acceptance

**Motion: MSC: D.Heald/K. Semingson:** to accept and recommend the 2023-24 Audit Draft with minor change that will be shared with Audit Committee prior sending to the Board of Directors for acceptance.

Cabrillo College Report & Executive Director Report

Eileen gave a brief update on the College and fundraising for the Foundation.

Review Audit Schedule:

Patrick Andrews reviewed the Audit timeline.

Adjournment

Meeting adjourned at 10:21 a.m.

Respectfully submitted,

*Patrick Andrews*

Patrick Andrews  
Accounting & Human Resources Manager

**Upcoming Meetings:  
June 2025  
TBD**

**Audit Committee Attendance Chart**

<b>Audit Committee Members</b>	<b>6.5.24</b>	<b>10.9.24</b>
David Heald	P	P
Spenser Russell	P	P
Karen Semingson	P	P

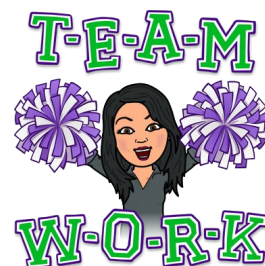
A=Absent, P=Present, N=Not on Committees

Attendance is based on the Audit Committee meeting minutes. Please email [paandrew@cabrillo.edu](mailto:paandrew@cabrillo.edu) or call 479-5725 if you believe this chart is in error.

# Executive Director Report: July 2025

## Fundraising

- \$8,949,675 raised this fiscal year!
- President's Circle: record breaking \$559k raised
- Women's Educational Success: \$321k raised, \$125,000 to award this year, launching new campaign
- Scholarships: ongoing fundraising and stewardship for existing scholarships, new Title III matching opportunity
- Student Housing project and childcare center (\$800k raised towards \$2.5M goal), breaking ground fall 2025
- Proposals:
  - Sutter/PAMF Allied Health \$50,000
  - Grove Foundation (scholarships) \$250,000
  - Foundation for CA Community Colleges (Nursing) \$189,000
  - MPF Internships and Work Experience \$130,000
  - Engineering and Engineering Abroad Program \$3,000-\$150,000
  - Sunrise Rotary (student housing childcare center) \$75,000
  - Cabrillo Stage \$5,000-\$10,000
  - Baskin Girls in Engineering \$28,000
- Fundraising support for special groups: Guardian Scholars, CAP, Veterans, Cabrillo Stage, Stroke and Disability Learning Center, Athletics.
- Legacy Giving: working with nine new donors, developing MOCIs for existing donors, received 4 estate gifts totaling \$896,805
- Expanded our team and hired new Development Officer, Jessie Palmer



## Upcoming Events

- President's Circle: Luncheon and Cabrillo Stage Musical, (\$1,000+ donors)  
July 20th, 12:30pm – 4:00 pm
- President's Circle Dinner Party at the Home of Karen Cogswell (\$10K+ donors)  
August 20th, 5:00 – 7:00 pm



DATE: July 2, 2025

TO: Audit Committee Meeting

FROM: Eileen Hill

July 1, 2024 to June 30, 2025	\$ 6,279,675
Outright Gifts	
Unbooked Revocable Planned Gifts	<u>\$ 2,670,000</u>
<b>Total</b>	<b>\$ 8,949,675</b>

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2024-25 Goal for Outright and Unbooked Revocable Planned Gifts	\$ 5,000,000
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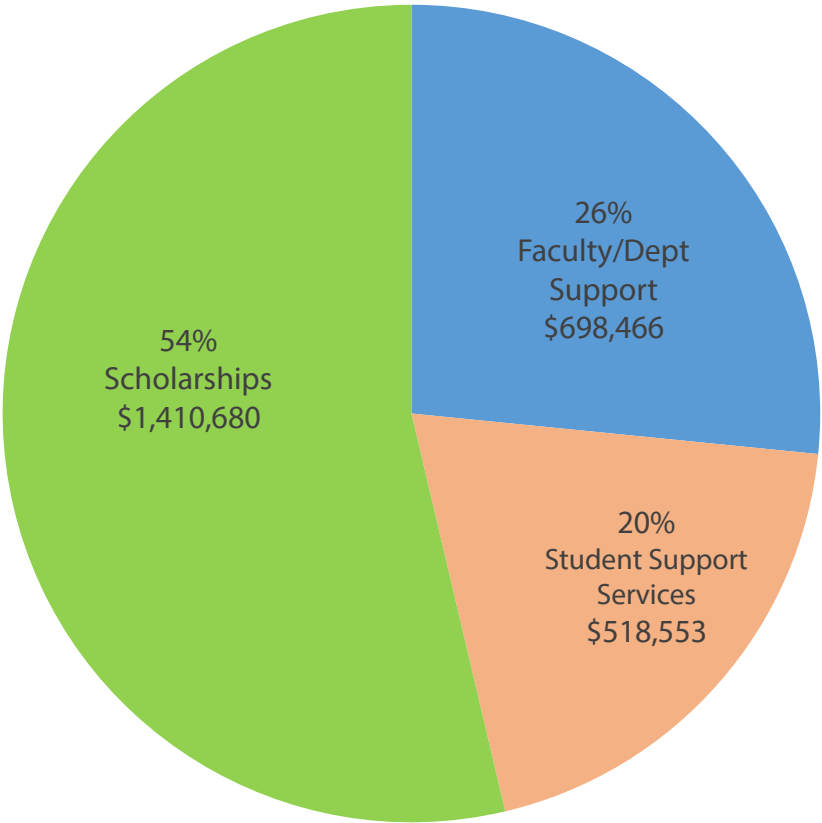
Recorded Gifts 07-01-24 to 06-30-25

Estate of Jane Walton (unrestricted)	\$ 767,234
Anonymous (Umoja)	\$ 399,500
Anonymous (Guardian Scholars)	\$ 384,500
The Grove Foundation (Scholarship)	\$ 250,000
The Barbara Samper Foundation (CAP, Scholarship)	\$ 250,000
SD Trombetta Foundation (Peace Library, Scholarship, Infant Center)	\$ 200,000
Anonymous (Scholarship)	\$ 150,999
Davidson Family Foundation (Scholarships, Engineering)	\$ 150,000
Monterey Peninsula Foundation (Internship & Work Experience)	\$ 130,000
Estate of Glenn McConkey (Unrestricted)	\$ 108,572
James Thompson (Student Veterans, President's Circle)	\$ 102,500
Richard & Theresa Crocker (Emergency Grants, President's Circle)	\$ 101,500
Paul & Pat Shirley (CAP, Scholarship)	\$ 100,000
Brian & Patti Herman (WES, President's Circle, Scholarship)	\$ 89,350
Michael & Alice Chetkovich Foundation (Scholarship & WES)	\$ 73,500
Claire Biancalana & William Kelsay (President's Circle, Scholarships)	\$ 67,753
Cabrillo Stage, Stroke Center, Culinary Arts & WES)	
Kathryn Shephard Cowan (President's Circle, Scholarship, Student Veterans, Ethics Bowl)	\$ 61,312
Rachel Wedeen (President's Circle, WES, Scholarship)	\$ 60,658
Joan Griffiths (President's Circle, WES, Nursing, Scholarship, Stroke Center)	\$ 60,511
Julie Packard (Scholarship, President's Circle, WES)	\$ 50,000
Pajaro Valley Community Health Trust (Scholarship)	\$ 46,200
Anonymous (Scholarship)	\$ 45,000
Vertical Raise (Volleyball, Baseball, & Softball)	\$ 41,311
Peggy & Jack Baskin Foundation (WES & Girls in Engineering)	\$ 38,000
Rotary Club of Santa Cruz (Scholarship)	\$ 31,800
Edward Newman Family Charitable Fund (President's Circle)	\$ 30,000
Richard & Ginny Strock (Scholarship, WES)	\$ 30,000
Gifts under \$30,000 (1,299 of 1,326 total donors)	\$ 2,459,475
Total Outright Gifts	<b>\$ 6,279,675</b>
Total Unbooked Revocable Planned Gifts	<u><b>\$ 2,670,000</b></u>
<b>TOTAL</b>	<b>\$ 8,949,675</b>

**Notes:** 1. For 2024-25, the Cabrillo College Foundation has been notified of nine planned gifts  
2. The cumulative unbooked revocable planned gifts total is \$32,045,868

# Cabrillo College FOUNDATION

Disbursements to Cabrillo College and Students  
July 1, 2024 to March 31, 2025  
Total: \$2,627,699



Faculty/Department Support Allied Health, Stroke Center, Athletics, VAPA	26%	\$698,466
Student Support Services Internships, CAP, Umoja, Guardian Scholars, Peace Library	20%	\$518,553
Scholarships	54%	\$1,410,680
	<b>TOTAL</b>	<b>\$2,627,699</b>

## MEMORANDUM

**DATE:** July 2, 2025

**TO:** Audit Committee

**FROM:** Patrick Andrews

**SUBJECT:** 2024-25 Cabrillo College Foundation Audit Schedule

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The following is a projection for the 2024-25 Cabrillo College Foundation audit process:

March 3-14, 2025	Staff uploads audit requests to the CWDL portal
July 9, 2025	Auditor meets with Audit Committee to review how the audit will be conducted. Kyle Holtz and Alicia Hernandez from CWDL will attend meeting.
July through August 8th	Staff uploads audit requests to the CWDL portal
Week of August 18, 2025	Cabrillo College Foundation remote audit.
Week of September 22, 2025	Foundation receives proposed audit adjustments and audit draft for review by Patrick Andrews and Eileen Hill
September 29, 2025	Foundation receives final audit draft for review by Patrick Andrews and Eileen Hill
Week of October 6, 2025	Audit Committee meets to review/accept audit draft. Representative(s) of Audit firm will attend meeting.
October 16, 2025	Executive Committee receives e-mail audit draft for review prior to Executive Committee meeting.
October 23, 2025	Executive Committee receives recommended audit draft for review and acceptance.



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|-------------------|--|
| November 3, 2025  | Cabrillo College Foundation staff e-mails Audit Committee members a red-line draft Audit so they are made aware of any changes made to the Audit Report after the Executive Committee meeting. |
| November 11, 2025 | Cabrillo College Foundation Board of Directors meet to accept audit. Representative(s) of audit firm will attend meeting.  |

# 2025-26 Cabrillo College Foundation Committee Meetings and Events

## July 1, 2025 - June 30, 2026

Updated 06/26/2025

<p><b><u>BOARD OF DIRECTORS</u></b>  <i>Tuesdays, 12:00-2:00 pm</i></p> <p><b>New Member Orientation</b></p> <p><b>Meetings:</b>  September 9, 2025  (4:00 pm - 6:00 pm)  November 11, 2025  February 10, 2026  (Watsonville Center)  May 12, 2026</p> <p><b><u>AUDIT</u></b>  <b>10:00-11:00 am</b>  July 9, 2025  October 2025 TBD</p> <p><b><u>EXECUTIVE</u></b>  <b>9:00-10:00 am</b>  August 21, 2025  (9:00 – 10:30 am)  October 23, 2025  January 22, 2026  April 23, 2026  (9:00 – 10:30 am)</p> <p><b><u>FINANCE AND INVESTMENT</u></b>  <b>9:00-10:30 am</b>  August 14, 2025  (10:00 - 11:00 am)  October 16, 2025  January 15, 2026  April 2, 2026</p>	<p><b><u>FACULTY GRANTS</u></b></p> <p><b><u>NOMINATING</u></b></p> <p><b><u>PRESIDENT'S CIRCLE</u></b>  Fall 2025 TBD  4:00 - 5:30 pm  (kick-off party)</p> <p>October 2025 TBD  (packet pick up)</p> <p>Spring, 2025 TBD  5:00 pm – 7:00 pm  (wrap-up party)</p> <p><b><u>WOMEN'S EDUCATIONAL SUCCESS (WES)</u></b>  September 19, 2025  12:00 pm – 1:00 pm  (Luncheon)  Samper Recital Hall</p> <p><b><u>SCHOLARSHIP</u></b>  August 11, 2025  10:30am  Seson House</p> <p><b><u>CABRILLO ADVANCEMENT PROGRAM</u></b>  Spring 2026</p> <p><b><u>VETERANS</u></b></p>	<p><b><u>EXCLUSIVE EVENTS FOR PRESIDENT'S CIRCLE MEMBERS</u></b></p> <p><b>Cabrillo Stage Play and PC Reception</b>  <i>\$1,000+ Members</i>  July 20, 2025  12:30 pm  Seson House</p> <p><b>Tapas with Teachers</b>  <i>\$1,500+ Members</i>  Spring 2026 TBD  5:30 - 7:30 pm</p> <p><b>Culinary Student Showcase</b>  <i>\$2,500+ Members</i>  May 2026 TBD  6:00 - 9:00 pm</p> <p><b>Campus Experience</b>  <i>\$5,000 + Members</i>  Spring 2026 TBD</p> <p><b>Dinner at the home of a Foundation supporter</b>  <i>\$10,000+ Members</i>  Summer 2026 TBD</p> <p><b>Curated Cabrillo Experience</b>  <i>\$15,000+ Members</i>  Spring 2026 TBD</p>	<p><b><u>EVENT DATES</u></b></p> <p><b>Scholarship Donor Reception</b>  October 28, 2025  <b>4:00 pm - 6:00 pm</b></p> <p><b>Retiree Happy Hour</b>  Fall 2025 TBD  4:00 pm – 6:00 pm</p> <p><b>President's Holiday Party</b>  December 5, 2025  5:00 PM</p> <p><b>Faculty and Staff Grants Awards</b>  January 2026 TBD  4:00 pm – 6:00 pm</p> <p><b>Cabrillo Advancement Program (CAP) Ceremony</b>  March 2026 TBD  6:00 pm</p> <p><b>Heritage Club Lunch</b>  Spring 2026 TBD  12:00 pm – 1:00 pm</p> <p><b>American Dream Scholarship Ceremony</b>  May 2026 TBD  4:00 - 5:00 pm</p>
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## **BOARD OF DIRECTORS**

Pegi Ard  
 Blanca Baltazar-Sabbah,  
 VP Student Services  
 Michele Bassi, President  
 Claire Biancalana  
 Karen Cogswell, CFO  
 Freny Cooper  
 Kathryn Cowan  
 Christina Cuevas, College  
 Trustee  
 Sesario Escoto  
 Duf Fischer  
 Jan Furman  
 Omar Gonzalez-Benitez  
 Travaris Harris, VP  
 Instruction  
 Diane Marvin Koenig  
 Rick Li Fo Sjoie  
 Keith McKenzie  
 Ed Newman, Past  
 President  
 Erica Ow  
 Cory Ray, Secretary  
 Dan Rothwell, College  
 Trustee  
 Spenser Russell  
 Ron Sekkel  
 Ginny Solari Mazry  
 Rachael Spencer  
 Trevor Strudley  
 Julie Thiebaut, Vice  
 President  
 Matt Wetstein, CC President  
 Kristin Wilson, Faculty  
 Representative  
 Calvin Yu, VP Finance and  
 Administrative Services  
 Donna Ziel, College Trustee

## **AUDIT**

Chair: Karen Semingson  
 David Heald  
 Spenser Russell  
*Staff:* Eileen Hill  
 Patrick Andrews

## **EXECUTIVE**

Michele Bassi, President  
 Karen Cogswell, CFO  
 Ed Newman, Past  
 President  
 Cory Ray, Secretary  
 Julie Thiebaut, Vice  
 President  
 Matt Wetstein, CC  
 President  
*Staff:* Eileen Hill  
 Patrick Andrews

## **FINANCE & INVESTMENTS**

CFO: Karen Cogswell  
 Pegi Ard  
 Owen Brown  
 Marshall Delk  
 David Heald  
 Gun Ruder  
 Trevor Strudley  
*Staff:* Eileen Hill  
 Patrick Andrews

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

Chair: Carrie Birkhofer  
 Eva Acosta  
 Rob Allen  
 Enrique Buelna  
 Sesario Escoto  
 Omar Gonzalez-Benitez  
 June Padilla Ponce  
 Maria Esther Rodriguez  
*College Advisors:*  
 Liz Dominguez  
 Michelle Donohue  
*Staff:* Eileen Hill, Caitlin Bonura

## **FACULTY GRANTS**

Cherie Barkey  
 Owen Brown  
 Linda Burroughs  
 Linda Downing  
 Les Forster  
 Jan Furman  
 Mary Gaukel  
 Omar Gonzalez-Benitez  
 Inga Gonzalez Moses  
 Francisco Iñiguez  
 Tobin Keller  
 Diane Koenig  
 Rick Li Fo Sjoie  
 Cory Ray  
 Gun Ruder  
 Ana Ruiz  
 Spenser Russell  
 David Schwartz  
 Ron Sekkel  
 Natalie Vanoli  
*Staff:* Eileen Hill, Caitlin Bonura

## **NOMINATING**

Michele Bassi  
 Ed Newman  
 Patty Quillin  
 Rachael Spencer  
 Rachel Wedeen  
*Lead Staff:* Eileen Hill

## **PRESIDENT'S CIRCLE**

*Co-chairs:*  
 William Ow  
 Owen Brown  
 Kalena Allard  
 Pegi Ard

Jim Baker  
 Claire Biancalana  
 Owen Brown  
 Linda Burroughs  
 Marilyn Calciano  
 Karen Cogswell  
 Freny Cooper  
 Kathryn Cowan  
 Lee Duffus  
 Kristin Fabos  
 Duf Fischer  
 Paula Fischer  
 Peggy Flynn  
 Jan Furman  
 Jackie Heald  
 Kent Imai  
 Diane Koenig  
 Julie Lambert  
 Bill McGowan  
 Mary McGowan  
 Fred McPherson  
 Annie Morhauser  
 Ed Newman  
 Erica Ow  
 Cam Primavera  
 Karen Primavera  
 Ron Sekkel  
 Ginny Solari Mazry  
 Rachael Spencer  
 Julie Thiebaut  
 Rachel Wedeen  
 Matt Wetstein  
 Theo Wierdsma  
*Staff:* Caitlin Bonura

## **SCHOLARSHIP**

Chair: Rachael Spencer  
 Claire Biancalana  
 Jess Brown  
 Virginia Coe  
 Karen Cogswell  
 Kathryn Cowan  
 Linda Downing  
 Adele Miller  
 Corinne Miller  
 Dan Rothwell  
 Julie Thiebaut  
 Rachel Wedeen  
 Jill Wilson  
*Staff:* Caitlin Bonura

## **RETIREE COMMITTEE**

Dale Attias  
 Claire Biancalana  
 Doug Deaver  
 Jane Gregorius  
 Alan Holbert  
 Andre Neu  
 Francine Van Meter  
 Lynda Watson

## **VETERANS COMMITTEE**

*Co-chairs:*  
 Connor Bengston  
 Linda Mejia  
 Stoney Brook  
 Flor Chacon  
 Ricardo Espinoza  
 Kristin Fabos  
 Les Forster  
 Mary Govaars  
 John Gaulty  
 Rachael Spencer  
 Terrence Willett  
 Chuck Woodson  
 Donna Ziel

## **WOMEN'S EDUCATIONAL SUCCESS (WES)**

*Co-chairs:*  
 Cynthia Druley  
 Peggy Flynn  
 Eva Acosta  
 Shannon Brady  
 Angela Chesnut  
 Kathryn Cowan  
 Chris Eckstrom  
 Edna Elkins  
 Cynthia FitzGerald  
 Liz Foster  
 Robin Gaither  
 Amy Ivey  
 Gwen Kaplan  
 Jessica Locatelli  
 Chris Maffia  
 Alison McClure  
 Rose Odland  
 Martina O'Sullivan  
 Gail Pellerin  
 Dinah Phillips  
 Casey Protti  
 Ginny Solari Mazry  
 Rachael Spencer, cofounder  
 Rachel Wedeen  
 Marni Williams  
 Patty Winters

*WES Advisors:*  
 David Alvarez-Gonzalez  
 Leti Amezcua  
 Sue Bruckner  
 Lauren Cole  
 Olga Diaz  
 Mario Garcia  
 Ofelia Garcia  
 Holly Goodman

			Groppi Judith Guerrero Gabby Huevo Katherine Love Michelle Morton Christina Ortega Ana Rodriguez Lupe Rodriguez Jo-Ann Panzardi Barbara Schultz-Perez Magdalena Serrano Nancy Spangler Tasha Sturm Windy Valdez Marilyn Zanetti Jenna Zeller <i>Staff:</i> Caitlin Bonura
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