

# Cabrillo College FOUNDATION

## OFFICERS

### PRESIDENT

Michele Bassi

### VICE PRESIDENT

Julie Thiebaut

### SECRETARY

Cory Ray

### CHIEF FINANCIAL OFFICER

Karen Cogswell

### PAST PRESIDENT

Ed Newman

### COMMUNITY REPRESENTATIVES

Pegi Ard

Claire Biancalana

Freny Cooper

Kathryn Cowan

Sesario Escoto

Duf Fischer

Jan Furman

Omar Gonzalez-Benitez

Diane Koenig

Vance Landis

Rick Li Fo Sjoe

Ginny Solari Mazry

Keith McKenzie

Erica Ow

Spenser Russell

Ron Sekkel

Rachael Spencer

Trevor Strudley

### COLLEGE TRUSTEE REPRESENTATIVES

Christina Cuevas

Dan Rothwell

Donna Ziel

### COLLEGE STAFF REPRESENTATIVES

Jenn Capps

President

Travaris Harris

VP Instruction

Blanca Baltazar-Sabbah

VP Student Services

Kristin Wilson

Faculty Representative

### EXECUTIVE DIRECTOR

Eileen Hill

## MEMORANDUM

**DATE:** February 3, 2026

**TO:** Pegi Ard, Blanca Baltazar-Sabbah, Claire Biancalana, Jenn Capps, Karen Cogswell, Freny Cooper, Kathryn Cowan, Christina Cuevas, Sesario Escoto, Duf Fischer, Jan Furman, Omar Gonzalez-Benitez, Travaris Harris, Diane Koenig, Vance Landis, Rick Li Fo Sjoe, Ginny Solari Mazry, Keith McKenzie, Ed Newman, Erica Ow, Cory Ray, Dan Rothwell, Spenser Russell, Ron Sekkel, Rachael Spencer, Trevor Strudley, Julie Thiebaut, Kristin Wilson, Donna Ziel

**FROM:** CCF President, Michele Bassi

**GUESTS:** Meredith Shuey Etherington, Brown Advisory  
Kyle Holtz, CWDL

**SUBJECT: Cabrillo College Foundation Board of Directors**

**Tuesday, February 10, 2026**

**11:00 am – 12:00 pm Stroke Center/Allied Health Tour (optional)**

**12:00 pm – 2:00 pm Board of Directors Meeting**

**Sesnon House**

Item	Responsibility	Page
<b>A. Regular Open Session</b>		
1. Welcome and Call to Order	M. Bassi	
2. Approval of Agenda	M. Bassi	
<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	M. Bassi	

Board Meeting Agenda

February 10, 2026

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Item	Responsibility	Page
<b>C. Presentation</b>		
1. Welcome Cabrillo President Dr. Jenn Capps	E. Hill	
<b>D. Action Items</b>		
1. November 11, 2025 meeting minutes	M. Bassi	5 – 9
2. December 31, 2025 Financial Statements	K. Cogswell	
2.1 December 31, 2025 Condensed Narrative		10
2.2 Balance Sheet		11 – 13
2.3 Income Statement by Fund		14 – 15
2.4 Income Statement Budget-to-Actual		16 - 17
3. 2024-25 Audit Draft	S. Russell	18 (see email attachment)
4. Form 990	E. Hill	19 (see email attachment)
5. Spending Policy for Unrestricted Funds	E. Hill	20 – 21
6. Bylaws Update	E. Hill	22 – 36
<b>E. Reports</b>		
1. Brown Advisory Report	M. Etherington	Provided at meeting
2. Executive Director Report	E. Hill	37
2.1 2025-26 Fundraising Targets		38
2.2 Fundraising Totals and Goals		39
July 1, 2025 to January 31, 2026		
Outright Gifts: \$6,732,946		
Unbooked Revocable Planned Gifts: \$ 0		
Total: \$6,732,946		
2.3 Disbursements as of December 31, 2025		40
2.4 Total Net Assets, Endowed Net Assets and Historical Gifts Chart as of December 31, 2025		41

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<b>F. Informational Items</b>		
1. Women's Educational Success	K. Cowan	42
2. President's Circle Campaign	V. Landis	43 – 45
3. Scholarships	C. Biancalana	46
4. Faculty and Staff Grants	D. Koenig	47 – 50
5. Cabrillo Advancement Program	T. Harris	51
6. Student Veterans Endowment	D. Ziel	52
7. Stroke and Disability Learning Center (SDLC)	E. Hill	53
8. Cabrillo Stage	E. Hill	54
9. Heritage Club	E. Hill	55 – 59
10. Employee Handbook	P. Andrews	60 (see email attachment)
11. Budget Timeline	P. Andrews	61
12. Committee Calendar and Roster	M. Bassi	62 – 64
<b>G. Adjournment</b>		
1. Adjournment	M. Bassi	

**2024-25 BOARD MEETINGS:**

Tuesdays, 12:00 pm – 2:00 pm

Board Meeting Agenda

February 10, 2026

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May 12, 2026

**BOARD OF DIRECTORS ATTENDANCE CHART**

Board of Directors	9/9/25	11/11/25	2/10/26	5/12/26
Pegi Ard	P	A		
Blanca Baltazar-Sabbah	A	P		
Michele Bassi	P	P		
Claire Biancalana	P	P		
Jenn Capps	NA	NA		
Karen Cogswell	P	P		
Freny Cooper	P	A		
Kathryn Cowan	P	P		
Christina Cuevas	P	P		
Sesario Escoto	A	A		
Duf Fischer	P	A		
Jan Furman	A	A		
Omar Gonzalez-Benitez	P	P		
Travaris Harris	P	P		
Diane Koenig	P	P		
Vance Landis	A	P		
Rick Li Fo Sjoe	P	P		
Ginny Solari Mazry	A	P		
Keith McKenzie	P	P		
Ed Newman	P	P		
Erica Ow	A	A		
Cory Ray	P	P		
Dan Rothwell	P	P		
Spenser Russell	P	A		
Ron Sekkel	P	P		
Rachael Spencer	A	P		
Trevor Strudley	P	P		
Julie Thiebaut	P	P		
Kristin Wilson	P	P		
Donna Ziel	P	P		

P=Present, A=Absent, N/A=Not applicable, not on the Board at the time. Based on Board of Director's meeting minutes.

Please contact Cabrillo College Foundation if you believe this chart is in error.

# Cabrillo College FOUNDATION

## CABRILLO COLLEGE FOUNDATION BOARD OF DIRECTORS MEETING Minutes of November 11, 2025

**Directors Present:** Blanca Baltazar-Sabbah, Michele Bassi, Claire Biancalana, Karen Cogswell, Kathryn Cowan, Christina Cuevas, Omar Gonzalez-Benitez, Travaris Harris, Diane Koenig, Vance Landis, Rick Li Fo Sjoe, Ginny Solari Mazry, Keith McKenzie, Ed Newman, Cory Ray, Dan Rothwell, Ron Sekkel, Rachael Spencer, Trevor Strudley, Julie Thiebaut, Kristin Wilson, Donna Ziel

**Directors Absent:** Pegi Ard, Freny Cooper, Sesario Escoto, Duf Fischer, Jan Furman, Erica Ow, Spenser Russell, Matt Wetstein

**Staff Present:** Eileen Hill, Patrick Andrews, Caitlin Bonura, Jessie Palmer, Kate Staveland, Lori Hood

**GUESTS:** Maria Esther Rodriguez, Associate Engineering Instructor, Engineering Abroad

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### Call to Order

Michele Bassi called the meeting to order at 12:17 pm.

### Approval of Agenda

**Motion: MSC: C. Ray/K. Wilson.** The Board voted unanimously to approve the Board agenda with the amendment that the Special Presentation be moved to the end of the agenda.

### Public Comment Opportunity

There were no members of the public in attendance.

### Cabrillo College President's Report

Eileen Hill gave an update on the Student Housing Project. The project broke ground at the end of September. The college has hired a housing coordinator to get everything organized and in order for when students are expected to move in Fall of 2027. Eileen reminded the Board that the Presidential Search Forums would be held on November 12 at Samper Recital Hall and on Zoom.

### Executive Director's Report

Eileen reported that the Foundation has raised \$3,774,690 to date. \$2.2M of this is an estate gift. The Foundation has raised \$3M towards the \$5M goal for the Student Housing Childcare Center (\$500,000 from a Monterey Peninsula Foundation grant). Eileen also reported that the Foundation raised \$73,000 for a Title III Stem Scholarship matching opportunity by the deadline.

Approve Board Meeting Minutes

**Motion: MSC: C. Biancalana/J. Thiebaut.**

**The following Board Members voted to approve the minutes of September 9, 2025:**

Michele Bassi, Claire Biancalana, Karen Cogswell, Kathryn Cowan, Christina Cuevas, Omar Gonzalez-Benitez, Travaris Harris, Diane Koenig, Rick Li Fo Sjoe, Ed Newman, Cory Ray, Dan Rothwell, Ron Sekkel, Trevor Strudley, Julie Thiebaut, Kristin Wilson, Donna Ziel

**The following Board Members abstained:**

Blanca Baltazar-Sabbah, Vance Landis, Ginny Solari Mazry, Rachael Spencer

**The following Board Members were absent:**

Pegi Ard, Freny Cooper, Sesario Escoto, Duf Fischer, Jan Furman, Erica Ow, Spenser Russell, Matt Wetstein. Keith McKenzie arrived after the vote.

Approve Financial Statements

Karen Cogswell reported as of September 30, 2025, the total assets were \$65.6M, \$6.8M over prior year. Net assets were \$63.7M, \$6.8M more than prior year.

The total revenue for unrestricted, non-endowed and endowed funds was \$5.3M. Total expenses were \$1.8M with a surplus for all funds of \$3.5M.

The total operating revenue was \$478K and expenses \$382K. The operating fund surplus is \$95K.

**Motion: MSC: K. Cowan/R. Spencer.** The Board voted unanimously to approve the September 30, 2025 Financial Statements.

Review of CCF Investments as of September 30, 2025

Karen Cogswell reviewed CCF investments as of September 30, 2025.

WES

Diane Koenig reported that this year, we'll award \$132,000 to those most in need.

The WES Celebration was held in September at the Samper Recital Hall, with 145 guests in attendance. As of November 7, nearly \$280,000 has been raised from more than 480 donors. All gifts made by December 31 will count toward the 2025 WES Campaign.

President's Circle

Rachael Spencer reported that she and Owen Brown are serving as our co-chairs this year, and there are nine new committee members. A fundraising goal of \$550,000 has been set and \$116,298 has already been raised. Invitations to join the President's Circle have been personalized by committee members and most were mailed out last week

Scholarships

Claire Biancalana reported that this year, \$1.5 million in scholarships has been awarded to more than 1,600 Cabrillo students, most of which was distributed at the beginning of the semester. Last month we hosted a Scholarship Donor Reception with about 100 guests in attendance, including

## Board Meeting Minutes

November 11, 2025

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eight student speakers who shared their stories. Claire highlighted on the student speakers, Dulce Lizarraga. She is a Cabrillo graduate who went on to earn her bachelor's from CSUMB and her master's in social work from San Jose State, and is now a social worker with Hospice of Santa Cruz.

### Faculty Grants

Omar Gonzalez-Benitez reported that the Cabrillo College Foundation offers three grant programs to support Cabrillo faculty and staff: Faculty Grants for Student Success, the Crocker Endowment Grants, and the Engineering and Applied Science Endowment. This year, there is over \$154,000 available to award, with the goal of enhancing student learning and increasing student success. The proposal period closed in October, and we're now finalizing selections. The Crocker Grant recipients have been selected, and now our Faculty Grants for Student Success Committee is reviewing remaining proposals. Our group will meet on Thursday, November 20th over Zoom to choose the final recipients.

### Student Veterans Endowment

Donna Ziel reported that Linda Mejia and Kevin Umana are the co-chairs of the 2025 SVE Campaign. The Quick Reaction Force Committee, consisting of 16 members, sent out personalized SVE invitations to approximately 235 prospective donors in September. To date, \$22,190 has been received from 37 donors for the 2025 campaign. Donations made through June 30, 2026 will be counted toward our current campaign. Veteran Mike Brandy has generously provided a matching grant of \$10,000 to inspire donors to increase their support and give gifts of \$250 or more. The first-ever SVE Donor Luncheon took place on November 5th, bringing together supporters who contributed \$100 or more. Attendees heard from student speakers who were recipients of SVE emergency grants.

### Stroke and Disability Center

Eileen Hill gave an overview of the new SDLC Fundraising Committee. She reported that last year, \$53,700 was received from 92 donors for the 2024 SDLC campaign. The Foundation is taking an active role in the SDLC campaign, working in partnership with SDLC Director, Sally Weiss. The SDLC Committee, consisting of 15 members, and has sent personalized SDLC invitations to approximately 430 prospective donors. Longtime supporters Dr. Jennie Jet, and Dick and Judy Zscheile have partnered to give a matching grant of \$10,000 to inspire donors to increase their support and give gifts of \$100 or more. So far the SDLC has raised \$25,846 from 45 donors.

### 990 Timeline

Patrick Andrews reviewed the 990 timeline.

### Committee Calendar & Roster

Michele Bassi reviewed the Committee Calendar and Roster.

### Special Presentation

Maria Esther Rodriguez, Associate Engineering Instructor gave a presentation on the Engineering Abroad program at Cabrillo College. She described two student experiences, one in Guatemala and one in Costa Rica in which the students were involved in community projects focusing on sustainability. Maria highlighted the objectives of the program which aim to increase student awareness of real world problems and to get them thinking of engineering as a helping

Board Meeting Minutes

November 11, 2025

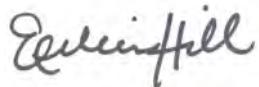
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profession. Three students who participated in the Costa Rica experience spoke about the details of their projects and how the experience changed their way of thinking about how they want to apply their engineering degrees in the future.

Adjournment

The meeting was adjourned at 1:06 pm

Respectfully submitted,



Eileen Hill, Executive Director

**2025-26 BOARD MEETINGS:**  
Tuesdays, 12:00 pm – 2:00 pm

February 10, 2026

May 12, 2026

**BOARD OF DIRECTORS ATTENDANCE CHART**

<b>Board of Directors</b>	<b>9/9/25</b>	<b>11/11/25</b>	<b>2/10/26</b>	<b>5/12/26</b>
Pegi Ard	P	A		
Blanca Baltazar-Sabbah	A	P		
Michele Bassi	P	P		
Claire Biancalana	P	P		
Karen Cogswell	P	P		
Freny Cooper	P	A		
Kathryn Cowan	P	P		
Christina Cuevas	P	P		
Sesario Escoto	A	A		
Duf Fischer	P	A		
Jan Furman	A	A		
Omar Gonzalez-Benitez	P	P		
Travaris Harris	P	P		
Diane Koenig	P	P		
Vance Landis	A	P		
Rick Li Fo Sjoe	P	P		
Ginny Solari Mazry	A	P		
Keith McKenzie	P	P		
Ed Newman	P	P		
Erica Ow	A	A		
Cory Ray	P	P		
Dan Rothwell	P	P		
Spenser Russell	P	A		
Ron Sekkel	P	P		
Rachael Spencer	A	P		
Trevor Strudley	P	P		
Julie Thiebaut	P	P		
Matt Wetstein	P	A		
Kristin Wilson	P	P		
Donna Ziel	P	P		

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**CABRILLO COLLEGE FOUNDATION**  
**December 31, 2025 Condensed Narrative**  
**Updated January 26, 2026**

**(1) Balance Sheet**

- **Total Assets:**  
Total assets of \$68.7M are \$9.2M more than prior year primarily due to the increase in value of the assets in the investment accounts.
- **Receivables:**  
Total pledges receivable are \$34K more than prior year.
- **Liabilities:**  
Total Liabilities of \$2.0M are \$50K more than prior year.
- **Net Assets:**  
Total net assets of \$66.8M are \$9.2M more than prior year.

**(2) Income Statement**

- **Revenue:**  
Total Revenue of \$9.6M is \$3.4M more than prior year. Earned income year to date of \$3.9M is \$866K more than prior year, primarily due to an increase in investment income. Contributed income of \$5.7M is \$2.5M more than prior year, primarily due to a \$2.3M gift from the Estate of Janet and Lawrence Fogel.
- **Expenses:**  
Total Expenses of \$3.1M are \$1.0M more than prior year, primarily due to the timing of the annual program expense payments to Cabrillo College.
- **Surplus/Deficit:**  
As of December 31, 2025, the Cabrillo College Foundation has a \$6.5M surplus.

**(3) Operational Budget to Actual**

- **Revenue:**  
Operating revenue of \$1.2M is \$271K favorable vs budget. Investment income is \$56K favorable vs. budget. Contributed income is \$31K favorable vs. budget.
- **Expenses:**  
Operating expenses of \$757K are \$2K favorable as compared to budget.
- **Surplus/Deficit:**  
The operating fund surplus is \$446K.

**Cabrillo College Foundation**  
**Balance Sheet as of December 31, 2025**  
With Comparative Totals as of December 31, 2024

	<b>Operating 12/31/25</b>	<b>Nonendowed 12/31/25</b>	<b>Endowed 12/31/25</b>	<b>Total 12/31/25</b>	<b>Total 12/31/24</b>
<b>ASSETS</b>					
CASH AND INVESTMENTS					
CASH					
WEST COAST COMMUNITY BANK	\$286,212.22	\$232,885.75	\$180,979.79	\$700,077.76	\$431,254.64
BAY FEDERAL CREDIT UNION	\$7,487.47	\$0.00	\$0.00	\$7,487.47	\$7,479.95
BAY FEDERAL CREDIT UNION	\$195,660.80	\$0.00	\$0.00	\$195,660.80	\$188,208.22
BROWN ADVISORY INTERMEDIATE POOL	\$3,289,893.37	\$2,629,682.78	\$0.00	\$5,919,576.15	\$4,248,288.86
BROWN ADVISORY SHORT TERM POOL	\$883,866.38	\$632,392.33	\$0.00	\$1,516,258.71	\$1,791,171.21
BROWN ADVISORY GIFTING	\$13,051.58	\$1,542.10	\$262,510.22	\$277,103.90	\$146,859.06
<b>SUBTOTAL CASH</b>	<b>\$4,676,171.82</b>	<b>\$3,496,502.96</b>	<b>\$443,490.01</b>	<b>\$8,616,164.79</b>	<b>\$6,813,261.94</b>
INVESTMENTS					
BROWN ADVISORY L/T SUSTAINABILITY POOL	\$214,706.56	\$0.00	\$57,539,358.53	\$57,754,065.09	\$50,500,192.68
BROWN ADVISORY TITLE V	\$0.00	\$0.00	\$1,580,374.01	\$1,580,374.01	\$1,476,340.64
BROWN ADVISORY TITLE III	\$0.00	\$0.00	\$635,871.81	\$635,871.81	\$593,218.16
<b>SUBTOTAL INVESTMENTS</b>	<b>\$214,706.56</b>	<b>\$0.00</b>	<b>\$59,755,604.35</b>	<b>\$59,970,310.91</b>	<b>\$52,569,751.48</b>
<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$4,890,878.38</b>	<b>\$3,496,502.96</b>	<b>\$60,199,094.36</b>	<b>\$68,586,475.70</b>	<b>\$59,383,013.42</b>
RECEIVABLES					
PLEDGES					
PLEDGES - UNRESTRICTED	\$8,966.50	\$0.00	\$0.00	\$8,966.50	\$13,460.50
PLEDGES - RESTRICTED	\$0.00	\$64,707.74	\$5,388.59	\$70,096.33	\$31,673.69
<b>SUBTOTAL PLEDGES</b>	<b>\$8,966.50</b>	<b>\$64,707.74</b>	<b>\$5,388.59</b>	<b>\$79,062.83</b>	<b>\$45,134.19</b>
OTHER RECEIVABLES					
SPLIT INTEREST AGREEMENTS	\$0.00	\$4,411.20	\$12,403.65	\$16,814.85	\$27,408.47
<b>SUBTOTAL OTHER RECEIVABLES</b>	<b>\$0.00</b>	<b>\$4,411.20</b>	<b>\$12,403.65</b>	<b>\$16,814.85</b>	<b>\$27,408.47</b>
<b>TOTAL RECEIVABLES</b>	<b>\$8,966.50</b>	<b>\$69,118.94</b>	<b>\$17,792.24</b>	<b>\$95,877.68</b>	<b>\$72,542.66</b>
FIXED ASSETS					
OFFICE EQUIPMENT	\$36,302.65	\$0.00	\$0.00	\$36,302.65	\$36,302.65
ACCUMULATED DEPRECIATION	(\$36,302.65)	\$0.00	\$0.00	(\$36,302.65)	(\$36,302.65)
<b>TOTAL FIXED ASSETS (NET)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
PREPAID EXPENSES	\$13,412.04	\$0.00	\$0.00	\$13,412.04	\$32,322.27
PREPAID RETIREMENT EXPENSE	\$27,147.00	\$0.00	\$0.00	\$27,147.00	\$22,308.00

**Cabrillo College Foundation**  
**Balance Sheet as of December 31, 2025**

With Comparative Totals as of December 31, 2024

	<b>Operating 12/31/25</b>	<b>Nonendowed 12/31/25</b>	<b>Endowed 12/31/25</b>	<b>Total 12/31/25</b>	<b>Total 12/31/24</b>
<b>TOTAL ASSETS</b>	<b>\$4,940,403.92</b>	<b>\$3,565,621.90</b>	<b>\$60,216,886.60</b>	<b>\$68,722,912.42</b>	<b>\$59,510,186.35</b>
<b>LIABILITIES AND NET ASSETS</b>					
<b>LIABILITIES</b>					
PAYABLES AND ACCRUED EXPENSES					
ACCOUNTS PAYABLE	\$4,942.61	\$37.18	\$0.00	\$4,979.79	\$6,623.00
SCHOLARSHIPS PAYABLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACCRUED PTO	\$70,980.66	\$0.00	\$0.00	\$70,980.66	\$62,233.24
ACCRUED HEALTH BENEFITS	\$95,410.19	\$0.00	\$0.00	\$95,410.19	\$79,950.58
PAYROLL WITHHOLDINGS	\$6,578.41	\$0.00	\$0.00	\$6,578.41	\$5,992.04
SECTION 125 WITHHOLDINGS	\$4,315.65	\$0.00	\$0.00	\$4,315.65	\$4,118.66
OTHER POST EMPLOYMENT BENEFITS	\$132,663.00	\$0.00	\$0.00	\$132,663.00	\$173,235.00
UNFUNDED PENSION OBLIGATION	\$591,312.00	\$0.00	\$0.00	\$591,312.00	\$594,822.00
<b>SUBTOTAL PAYABLES, ACCRUED EXPENSES</b>	<b>\$906,202.52</b>	<b>\$37.18</b>	<b>\$0.00</b>	<b>\$906,239.70</b>	<b>\$926,974.52</b>
SCHOLARSHIPS AWARDED					
CAP SCHOLARSHIPS	\$0.00	\$35,997.01	\$741,502.99	\$777,500.00	\$762,000.00
ENDOWED SCHOLARSHIPS	\$0.00	\$0.00	\$100,414.27	\$100,414.27	\$47,000.34
NONENDOWED SCHOLARSHIPS	\$0.00	\$119,327.64	\$0.00	\$119,327.64	\$127,878.12
<b>SUBTOTAL SCHOLARSHIPS AWARDED</b>	<b>\$0.00</b>	<b>\$155,324.65</b>	<b>\$841,917.26</b>	<b>\$997,241.91</b>	<b>\$936,878.46</b>
WES GRANTS PAYABLE					
WES GRANTS	\$0.00	\$0.00	\$66,000.00	\$66,000.00	\$55,750.00
<b>SUBTOTAL WES GRANTS PAYABLE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$66,000.00</b>	<b>\$66,000.00</b>	<b>\$55,750.00</b>
<b>TOTAL LIABILITIES</b>	<b>\$906,202.52</b>	<b>\$155,361.83</b>	<b>\$907,917.26</b>	<b>\$1,969,481.61</b>	<b>\$1,919,602.98</b>
<b>NET ASSETS</b>					
OPERATING NET ASSETS					
DESIGNATED-OPERATING RESERVE	\$1,122,749.00	\$0.00	\$0.00	\$1,122,749.00	\$1,025,962.50
DESIGNATED-PRESIDENT'S CIRCLE ENDOWMENT	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
DESIGNATED-EQUIPMENT	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00
DESIGNATED-HURD TRIBUTE	\$255,759.18	\$0.00	\$0.00	\$255,759.18	\$255,759.18
DESIGNATED-RETIREE MEDICAL BENEFITS	\$132,663.00	\$0.00	\$0.00	\$132,663.00	\$173,235.00
UNDESIGNATED	\$2,498,030.22	\$0.00	\$0.00	\$2,498,030.22	\$1,625,685.95
2023 BEGINNING FUND BALANCE ADJUSTMENT	\$0.00	\$0.00	\$0.00	\$0.00	(\$409,803.00)
<b>SUBTOTAL OPERATING NET ASSETS</b>	<b>\$4,034,201.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,034,201.40</b>	<b>\$2,695,839.63</b>

**Cabrillo College Foundation**  
**Balance Sheet as of December 31, 2025**  
With Comparative Totals as of December 31, 2024

	<b>Operating 12/31/25</b>	<b>Nonendowed 12/31/25</b>	<b>Endowed 12/31/25</b>	<b>Total 12/31/25</b>	<b>Total 12/31/24</b>
NET ASSETS - NONENDOWED	\$0.00	\$3,410,260.07	\$0.00	\$3,410,260.07	\$3,044,789.63
NET ASSETS - ENDOWED	\$0.00	\$0.00	\$59,308,969.34	\$59,308,969.34	\$51,849,954.11
<b>TOTAL NET ASSETS</b>	<b>\$4,034,201.40</b>	<b>\$3,410,260.07</b>	<b>\$59,308,969.34</b>	<b>\$66,753,430.81</b>	<b>\$57,590,583.37</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$4,940,403.92</b>	<b>\$3,565,621.90</b>	<b>\$60,216,886.60</b>	<b>\$68,722,912.42</b>	<b>\$59,510,186.35</b>
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENT</b>	<b>\$3,588,572.83</b>	<b>\$3,582,750.90</b>	<b>\$53,051,717.58</b>	<b>\$60,223,041.31</b>	<b>\$53,404,823.25</b>
NET SURPLUS/(DEFICIT)	\$445,628.57	(\$172,490.83)	\$6,257,251.76	\$6,530,389.50	\$4,185,760.12
<b>ENDING NET ASSETS</b>	<b>\$4,034,201.40</b>	<b>\$3,410,260.07</b>	<b>\$59,308,969.34</b>	<b>\$66,753,430.81</b>	<b>\$57,590,583.37</b>

**Cabrillo College Foundation**  
**Income Statement by Fund as of December 31, 2025**  
With Comparative Totals as of December 31, 2024

	<b>Operating 12/31/2025</b>	<b>Nonendowed 12/31/2025</b>	<b>Endowed 12/31/2025</b>	<b>Total 12/31/2025</b>	<b>Total 12/31/2024</b>
<b>REVENUE</b>					
<b>EARNED INCOME</b>					
INVESTMENT INCOME/LOSS	\$168,521	\$0	\$3,130,444	\$3,298,966	\$2,612,950
FEE INCOME	\$170,226	\$0	\$0	\$170,226	\$31,245
OPERATIONAL ENDOWMENT PAYOUT	\$17,904	\$0	\$0	\$17,904	\$18,052
ENDOWMENT MANAGEMENT FEE	\$413,972	\$0	\$0	\$413,972	\$372,763
<b>TOTAL EARNED INCOME</b>	<b>\$770,623</b>	<b>\$0</b>	<b>\$3,130,444</b>	<b>\$3,901,068</b>	<b>\$3,035,010</b>
<b>CONTRIBUTED INCOME</b>					
RESTRICTED CONTRIBUTIONS	\$0	\$1,057,663	\$4,250,665	\$5,308,327	\$2,766,898
OTHER INCOME	\$0	\$0	\$0	\$0	\$1,219
PRESIDENT'S CIRCLE GIFTS	\$404,419	\$0	\$0	\$404,419	\$421,589
UNRESTRICTED GIFTS	\$14,691	\$0	\$0	\$14,691	\$10,237
INTERFUND CONTRIBUTIONS	\$0	(\$67,001)	\$67,001	\$0	\$0
IN KIND REVENUE	\$0	\$7,999	\$0	\$7,999	\$20,878
IN KIND REVENUE-RENT	\$12,833	\$0	\$0	\$12,833	\$12,411
<b>TOTAL CONTRIBUTED INCOME</b>	<b>\$431,944</b>	<b>\$998,660</b>	<b>\$4,317,666</b>	<b>\$5,748,270</b>	<b>\$3,233,231</b>
<b>TOTAL REVENUE</b>	<b>\$1,202,567</b>	<b>\$998,660</b>	<b>\$7,448,110</b>	<b>\$9,649,338</b>	<b>\$6,268,241</b>
<b>EXPENSES</b>					
<b>SALARIES &amp; WAGES</b>					
SALARIES & WAGES	\$389,839	\$0	\$9,572	\$399,411	\$340,298
<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$389,839</b>	<b>\$0</b>	<b>\$9,572</b>	<b>\$399,411</b>	<b>\$340,298</b>
<b>PAYROLL TAXES, BENEFITS</b>					
PAYROLL TAXES, BENEFITS	\$197,316	\$0	\$853	\$198,169	\$168,817
<b>TOTAL PAYROLL TAXES, BENEFITS</b>	<b>\$197,316</b>	<b>\$0</b>	<b>\$853</b>	<b>\$198,169</b>	<b>\$168,817</b>
<b>ADVERTISING</b>					
	\$0	\$0	\$0	\$0	\$835
<b>PRINTING</b>	<b>\$16,472</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,472</b>	<b>\$14,194</b>
<b>ACCOUNTING/LEGAL/PROFESSIONAL SERVICES</b>	<b>\$22,185</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,185</b>	<b>\$23,614</b>
<b>FUNDRAISING/EVENTS/PUBLIC RELATIONS</b>	<b>\$55,249</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,249</b>	<b>\$27,717</b>
<b>OFFICE EQUIP &amp; MAINTENANCE</b>					
OFFICE EQUIPMENT	\$799	\$0	\$0	\$799	\$915
SOFTWARE MAINTENANCE	\$15,432	\$0	\$0	\$15,432	\$10,000
<b>TOTAL OFFICE EQUIP &amp; MAINTENANCE</b>	<b>\$16,232</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,232</b>	<b>\$10,915</b>

**Cabrillo College Foundation**  
**Income Statement by Fund as of December 31, 2025**  
With Comparative Totals as of December 31, 2024

	<b>Operating 12/31/2025</b>	<b>Nonendowed 12/31/2025</b>	<b>Endowed 12/31/2025</b>	<b>Total 12/31/2025</b>	<b>Total 12/31/2024</b>
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$2,248	\$0	\$0	\$2,248	\$2,297
OFFICE SUPPLIES	\$4,490	\$0	\$0	\$4,490	\$2,390
POSTAGE & MAILING SERVICE	\$7,783	\$0	\$0	\$7,783	\$5,607
BOARD EXPENSES	\$2,695	\$0	\$0	\$2,695	\$3,110
OTHER EXPENSES					
MISCELLANEOUS	\$241	\$0	\$0	\$241	\$273
UNCOLLECTIBLE PLEDGES	\$0	\$0	\$0	\$0	\$130
MILEAGE & PARKING	\$14	\$0	\$0	\$14	\$6
INTERNET SERVICE	\$0	\$0	\$0	\$0	\$593
IT HOSTING SERVICE	\$4,756	\$0	\$0	\$4,756	\$6,435
BANK CHARGES	\$7,167	\$0	\$0	\$7,167	\$5,405
INVESTMENT FEES	\$12,748	\$0	\$71,627	\$84,376	\$82,971
MANAGEMENT FEES	\$0	\$0	\$413,972	\$413,972	\$372,763
DIRECTOR/OFFICER LIABILITY INS	\$2,263	\$0	\$0	\$2,263	\$2,263
LIABILITY AND PROPERTY INSURANCE	\$1,425	\$0	\$0	\$1,425	\$1,960
CYBER INSURANCE	\$982	\$0	\$0	\$982	\$982
TOTAL OTHER EXPENSES	<u>\$29,596</u>	<u>\$0</u>	<u>\$485,600</u>	<u>\$515,196</u>	<u>\$473,780</u>
IN KIND EXPENSE	\$0	\$7,999	\$0	\$7,999	\$20,878
IN KIND EXPENSE - RENT	\$12,833	\$0	\$0	\$12,833	\$12,411
NONENDOWED PROGRAM EXPENSES	\$0	\$894,017	\$0	\$894,017	\$444,194
ENDOWED PROGRAM EXPENSES	\$0	\$0	\$480,493	\$480,493	\$204,608
SCHOLARSHIPS	\$0	\$269,135	\$214,340	\$483,475	\$326,817
<b>TOTAL EXPENSES</b>	<b><u>\$756,939</u></b>	<b><u>\$1,171,151</u></b>	<b><u>\$1,190,859</u></b>	<b><u>\$3,118,949</u></b>	<b><u>\$2,082,481</u></b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b><u>\$445,629</u></b>	 <b><u>(\$172,491)</u></b>	 <b><u>\$6,257,252</u></b>	 <b><u>\$6,530,390</u></b>	 <b><u>\$4,185,760</u></b>

**Cabrillo College Foundation**  
**Income Statement - Operating Budget as of 12/31/25**  
With Comparative Totals as of 12/31/24

	25/26 Actual JUL '25 - DEC '25	24/25 Actual JUL '24 - DEC '24	25/26 Budget JUL '25 - DEC '25	25/26 JUL-DEC Actual + JAN-JUN Projected	25/26 Budget (Approved 5/13/25)	25/26 Actual & Projected vs Budget
<b>REVENUE</b>						
EARNED INCOME						
INVESTMENT INCOME/LOSS	\$168,521	\$156,504	\$112,500	\$225,000	\$225,000	\$0
FEE INCOME	\$170,226	\$31,245	\$36,991	\$240,946	\$123,628	\$117,318
OPERATIONAL ENDOWMENT PAYOUT	\$17,904	\$18,052	\$17,904	\$17,904	\$17,904	\$0
ENDOWMENT MANAGEMENT FEE	\$413,972	\$372,763	\$362,500	\$780,000	\$725,000	\$55,000
TOTAL EARNED INCOME	<b>\$770,623</b>	<b>\$578,564</b>	<b>\$529,895</b>	<b>\$1,263,850</b>	<b>\$1,091,532</b>	<b>\$172,318</b>
CONTRIBUTED INCOME						
OTHER INCOME	\$0	\$1,219	\$0	\$0	\$0	\$0
PRESIDENT'S CIRCLE GIFTS	\$404,419	\$421,589	\$378,376	\$525,000	\$525,000	\$0
UNRESTRICTED GIFTS	\$14,691	\$10,237	\$10,000	\$20,000	\$20,000	\$0
INTERFUND CONTRIBUTIONS	\$0	(\$100)	\$0	\$0	\$0	\$0
IN KIND REVENUE-RENT	\$12,833	\$12,411	\$12,833	\$25,667	\$25,667	\$0
TOTAL CONTRIBUTED INCOME	<b>\$431,944</b>	<b>\$445,356</b>	<b>\$401,209</b>	<b>\$570,667</b>	<b>\$570,667</b>	<b>\$0</b>
<b>TOTAL REVENUE</b>	<b>\$1,202,567</b>	<b>\$1,023,920</b>	<b>\$931,104</b>	<b>\$1,834,517</b>	<b>\$1,662,199</b>	<b>\$172,318</b>
<b>EXPENSES</b>						
SALARIES & WAGES						
SALARIES & WAGES	\$389,839	\$330,919	\$395,847	\$791,694	\$791,694	\$0
TOTAL SALARIES & WAGES	<b>\$389,839</b>	<b>\$330,919</b>	<b>\$395,847</b>	<b>\$791,694</b>	<b>\$791,694</b>	<b>\$0</b>
PAYROLL TAXES, BENEFITS						
PAYROLL TAXES, BENEFITS	\$197,316	\$167,802	\$196,323	\$392,646	\$392,646	\$0
TOTAL PAYROLL TAXES, BENEFITS	<b>\$197,316</b>	<b>\$167,802</b>	<b>\$196,323</b>	<b>\$392,646</b>	<b>\$392,646</b>	<b>\$0</b>
ADVERTISING	\$0	\$835	\$0	\$1,000	\$1,000	\$0
PRINTING	\$16,472	\$14,194	\$12,500	\$25,000	\$25,000	\$0
PHOTOS	\$0	\$0	\$2,200	\$4,400	\$4,400	\$0
ACCOUNTING/LEGAL/PROFESSIONAL SERVICES	\$22,185	\$23,614	\$33,616	\$57,740	\$57,740	\$0
FUNDRAISING/EVENTS/PUBLIC RELATIONS	\$55,249	\$27,717	\$47,509	\$76,045	\$76,045	\$0
OFFICE EQUIP & MAINTENANCE						
OFFICE EQUIPMENT	\$799	\$915	\$910	\$1,820	\$1,820	\$0
SOFTWARE MAINTENANCE	\$15,432	\$10,000	\$10,298	\$20,595	\$20,595	\$0
TOTAL OFFICE EQUIP & MAINTENANCE	<b>\$16,232</b>	<b>\$10,915</b>	<b>\$11,207</b>	<b>\$22,415</b>	<b>\$22,415</b>	<b>\$0</b>

**Cabrillo College Foundation**  
**Income Statement - Operating Budget as of 12/31/25**  
With Comparative Totals as of 12/31/24

	25/26 Actual JUL '25 - DEC '25	24/25 Actual JUL '24 - DEC '24	25/26 Budget JUL '25 - DEC '25	25/26 JUL-DEC Actual + JAN-JUN Projected	25/26 Budget (Approved 5/13/25)	25/26 Actual & Projected vs Budget
BOOKS/PUBLICATIONS/MEMBERSHIPS	\$2,248	\$2,297	\$1,234	\$2,467	\$2,467	\$0
OFFICE SUPPLIES	\$4,490	\$2,390	\$3,598	\$7,196	\$7,196	\$0
POSTAGE & MAILING SERVICE	\$7,783	\$5,607	\$5,411	\$10,823	\$10,823	\$0
BOARD EXPENSES	\$2,695	\$3,110	\$3,000	\$6,000	\$6,000	\$0
OTHER EXPENSES						
MISCELLANEOUS	\$241	\$273	\$425	\$850	\$850	\$0
MILEAGE & PARKING	\$14	\$6	\$473	\$945	\$945	\$0
INTERNET SERVICE	\$0	\$593	\$1,080	\$0	\$2,160	\$2,160
IT HOSTING SERVICE	\$4,756	\$6,435	\$7,812	\$15,624	\$15,624	\$0
BANK CHARGES	\$7,167	\$5,405	\$5,500	\$11,000	\$11,000	\$0
INVESTMENT FEES	\$12,748	\$9,626	\$12,000	\$24,000	\$24,000	\$0
DIRECTOR/OFFICER LIABILITY INS	\$2,263	\$2,263	\$2,430	\$4,860	\$4,860	\$0
LIABILITY AND PROPERTY INSURANCE	\$1,425	\$1,960	\$2,765	\$5,529	\$5,529	\$0
CYBER INSURANCE	\$982	\$982	\$1,370	\$2,741	\$2,741	\$0
TOTAL OTHER EXPENSES	\$29,596	\$27,543	\$33,854	\$65,549	\$67,709	\$2,160
IN KIND EXPENSE - RENT	\$12,833	\$12,411	\$12,833	\$25,667	\$25,667	\$0
<b>TOTAL EXPENSES</b>	<b>\$756,939</b>	<b>\$629,352</b>	<b>\$759,133</b>	<b>\$1,488,642</b>	<b>\$1,490,802</b>	<b>\$2,160</b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b>\$445,629</b>	 <b>\$394,568</b>	 <b>\$171,971</b>	 <b>\$345,875</b>	 <b>\$171,397</b>	 <b>\$174,478</b>

## **MEMORANDUM**

**DATE:** February 3, 2026

**TO:** Board of Directors

**FROM:** Spencer Russell

**SUBJECT:** Acceptance of the 2024-25 Audit

---

### **BACKGROUND**

The Cabrillo College Foundation Audit Committee received an unmodified opinion for 2024-25, and there were no difficulties encountered during the audit process. The Audit Committee and Executive Committee have accepted the 2024-25 Draft Audit report and is recommending the Board of Directors accept the 2024-25 Draft Audit Report. (attached separately)

### **RECOMMENDED MOTION**

The Audit Committee and the Executive Committee are recommending the Board of Directors to accept the 2024-25 Draft Audit Report.

## **MEMORANDUM**

**DATE:** February 3, 2026

**TO:** Board of Directors

**FROM:** Eileen Hill

**SUBJECT:** Form 990

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Form 990 provides a snapshot of the organization's purpose, staffing, sources of financial support, and use of funds. It is required that the Form 990 draft is provided to the Board of Directors for review prior to filing. (attached separately)

Form 990 must be filed by February 15, 2026.

**RECOMMENDED MOTION**

Accept the 2024 Form 990 as presented.

## **MEMORANDUM**

**DATE:** February 3, 2026

**TO:** Board of Directors

**FROM:** Eileen Hill

**SUBJECT: Spending Policy for Unrestricted Funds**

---

### **Background**

Over the past three years, the Cabrillo College Foundation has generated approximately \$1.9 million in unrestricted funds through:

- Significant estate gifts from Jane Walton, Glenn McConkey, and Tom Sourisseau
- Strong President's Circle fundraising
- Prudent budgeting and expense management

### **Goal**

To establish a policy for allocating unrestricted funds in a manner that supports:

- The Foundation's long-term financial stability and operational resilience
- Priority one-time college or Foundation needs
- Clear annual guidance for consistent, transparent decision-making

### **SPENDING POLICY FOR UNRESTRICTED FUNDS**

After satisfying all current-year operating obligations, the post-audit surplus is unrestricted funding to be allocated in the following order:

#### **1. Operating Reserve**

Unrestricted funds will first be used to fully fund the Operating Reserve to its target level, in accordance with the Foundation's Operating Reserve Policy.

#### **2. Retiree Medical Benefit Liability**

Next, funds will be used to fulfill the Foundation's retiree medical benefit liability, as determined by actuarial assessment.

#### **3. Remaining Unrestricted Funds**

The Executive Committee will determine whether any remaining unrestricted funds will be directed to one or both of the following:

### **3. Remaining Unrestricted Funds (continued)**

The Executive Director will work with the Foundation Executive Committee, College President and Cabinet to assess foundation and college funding needs and priorities. Based on the needs of the Foundation and College, the Executive Committee will determine whether any remaining unrestricted funds will be directed to one or both of the following funds.

#### **A. Strategic Reserve Fund**

- Funds are set aside for long term investment, intending to preserve the principal and use only the spending rate draw down to support operations, programs, or scholarships.
- Annually on July 1<sup>st</sup> the distribution will be calculated.
- Executive Director, in conjunction with the Cabrillo Foundation Board, Cabrillo College President and College Cabinet, may recommend expenditures.
- All expenditures are reviewed, selected, and approved by the Executive Committee and ratified by the Board at quarterly meetings.
- Board may vote to spend some or all of the principal in extraordinary circumstances.

#### **B. Board-Directed Fund**

A fund used to address priority college or Foundation needs that are:

- One-time in nature
- Able to serve as bridge funding or provide matching opportunities
- Executive Director, in conjunction with the Cabrillo Foundation Board, Cabrillo College President and College Cabinet, may recommend expenditures.
- All expenditures are reviewed, selected, and approved by the Executive Committee and ratified by the Board at quarterly meetings.

### **4. Review Cycle**

This policy shall be reviewed at least every five years by the Executive Committee and approved by the full Board.

#### **Recommended Motion**

The Executive Committee recommends the Board of Directors approves the Spending Policy for Unrestricted Funds.

## **MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Eileen Hill  
**SUBJECT:** Proposed edits to Foundation Bylaws

---

### **BACKGROUND**

The foundation reviews of our Bylaws every three years, most recently in October 2024. Foundation staff is recommending two changes outside of this cycle to provide more flexibility for our volunteers.

#### **1. College Trustee Representation on the Board (page 2 of Bylaws)**

Current Bylaws require three College Trustees to serve on the Foundation Board. Revising this provision to allow one, two, or three Trustees will provide greater flexibility in board composition and better accommodate the availability of volunteer Trustees and Board Members.

#### **2. Secretary Service on the Executive Committee (pages 7-8 of Bylaws)**

Current Bylaws require the Foundation Board Secretary to serve on the Executive Committee. To reduce the mandatory meeting commitments for volunteer officers, we propose removing this requirement. The Secretary will be strongly encouraged to serve on the Executive Committee; however, eliminating the mandate will provide additional flexibility for our volunteers.

### **RECOMMENDED MOTION**

The Executive Committee recommends the Board of Directors approves Foundation Bylaw changes to reflect flexibility in College Trustee representation and Secretary Service on the Executive Committee.

**Bylaws of the  
Cabrillo College Foundation, Inc.  
As Amended**

**1. NAME.**

The name of this corporation is THE CABRILLO COLLEGE FOUNDATION.

**2. OFFICES.**

The principal office for the transaction of the activities and affairs of this corporation is located at 6500 Soquel Drive, Aptos, in Santa Cruz County, California 95003.

**3. PURPOSES.**

This corporation is a non-profit public benefit corporation and is not organized for the private gain of any person. It is organized pursuant to the California Non-Profit Public Benefit Corporation Law, Education Code sections 72670 *et seq.* and the relevant provisions of Title 5 of the California Code of Regulations.

A. The corporation is formed exclusively to benefit and support the Cabrillo Community College District, including:

- (1) to solicit and raise money for the purpose of awarding scholarships and loans to assist students to pursue education at Cabrillo College, which scholarships and loans shall be awarded in accordance with these bylaws, and the rules and procedures adopted by the Board of Directors of this corporation;
- (2) to afford and encourage opportunities for the establishment of permanent collections, endowments, research and educational projects, special educational and community service programs, improvement of faculty teaching, and the provision of facilities and equipment for Cabrillo College;

(3) and to otherwise provide aid, supplementary to Federal, State and local tax means, for the support and benefit of the Cabrillo Community College District.

B. This corporation is organized exclusively for public and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. Notwithstanding any other provision of these bylaws or the Articles of Incorporation, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the stated purposes of this corporation, nor will this corporation carry on any other activities not permitted

- (1) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or
- (2) by a corporation, contributions to which are deductible under Section 170(b)(1)(A)(vi) of the Internal Revenue Code.

#### **4. THE FOUNDATION BOARD OF DIRECTORS.**

A. Number. The Board of Directors shall consist of at least twenty-five (25) but no more than thirty-two (32) Directors unless changed by amendment to these bylaws.

B. Categories of Directors.

- (1) Up to Eeight (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 one, two, or three (3) College Trustees will be selected to serve on the Foundation Board. The College representatives shall be selected by the Foundation's Board of Directors from a slate submitted by the Nominating Committee.
- (2) The remaining Directors will be community representatives selected by the Board of Directors from a slate submitted by the Nominating Committee.

C. Election and Term of Office.

- (1) Each Director's three-year term shall commence July 1 after elected at the May meeting and shall expire June 30 three years thereafter. No community Director shall hold office for more than two (2) consecutive full three-year terms. The President of the Board who is serving in their last year shall serve an additional one-year term to serve as Past President.
- (2) The Directors who are representatives of Cabrillo College 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.
- (3) The Secretary shall keep a record of the appropriate term for each Director, and any vacancies shall be filled to hold office only until the expiration of the term for which the Director was originally appointed or elected or until the election of a qualified successor. The Board may from time to time establish a shorter term for a vacancy as appropriate.
- (4) Any Director may be removed, with or without cause, by the vote of a majority of the Board, subject to the approval of the Superintendent/President.

D. Vacancies on the Board. Vacancies on the Board may be filled by action of the President of the Foundation Board, in consultation with a majority of the Directors then in office, and subject to the prior approval of the Superintendent/President of the District. No reduction of the authorized number Directors shall have the effect of removing any Director before that Director's term of office expires.

## **5. MEETINGS OF THE FOUNDATION BOARD OF DIRECTORS.**

- A. Meetings of the Foundation Board shall be conducted in compliance with the Ralph M. Brown Act

- B. Place of Meetings. Meetings of the Board shall be held on the campus of Cabrillo College, or elsewhere within the territory of the District subject to exceptions permitted by the Ralph M. Brown Act.
- C. Meetings by Teleconference and Virtual Meetings. Individual Directors may participate in a Board meeting in accordance with the teleconference and virtual meeting rules set forth in the Ralph M. Brown Act and applicable Board policy.
- D. Quarterly meetings will be held on the second Tuesday of September, November, February, and May of each year.
- E. Special Meetings. Special meetings of the Board may be called at any time by the President, Vice President, Secretary, or any two Directors consistent with the requirements of the Ralph M. Brown Act
- F. Quorum. A majority of the Directors shall constitute a quorum for the transaction of business, except to adjourn. Adjournment shall be in accordance with Government Code section 54955.

## **6. OFFICERS OF THE BOARD OF DIRECTORS.**

The officers of the corporation shall be the President, Secretary, Chief Financial Officer, and the Past President. The corporation may also have, at the Board's discretion, one or more Vice Presidents, one or more Assistant Secretaries, and one or more Assistant Financial Officers. Any number of offices may be held by the same person, at the discretion of the Board.

- A. Election. The officers of the corporation shall be chosen annually by the Board and shall serve at the pleasure of the Board. Each officer shall have the title, have the authority, and perform the duties specified in these bylaws or as otherwise determined by the Board. Each new officer's one-year term shall commence July 1 after elected at the May meeting and shall expire June 30 one year thereafter.

B. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled by action of the Board.

C. Responsibilities of Officers.

- (1) President. Subject to the control of the Board, the President shall be the general manager of the corporation and shall supervise, direct and control the corporation's activities, affairs, and officers. The President shall preside at all Board meetings and shall have such other powers and duties as the Board or bylaws may prescribe.
- (2) Vice President. In the absence or disability of the President, the Vice President shall perform all duties of the President. When so acting, a Vice President shall have all the powers of and be subject to all restrictions on the President. The Vice President shall have such other powers and perform such other duties as the Board or the bylaws may prescribe.
- (3) Secretary. The Secretary shall oversee that Articles of Incorporation, bylaws, minutes of all meetings and actions of the Board and Board committees are recorded, maintained and accessible. The minutes of meetings shall include the time and place of the meeting, whether regular or special, and if special how authorized, the notice given and the names of those present. The President of Cabrillo College will serve as an Assistant-Secretary.
- (4) Chief Financial Officer. The Chief Financial Officer shall ensure that adequate and correct books and accounts of the corporation's properties and transactions are kept and maintained. The Chief Financial Officer shall ensure that financial statements and reports as required by law, by these bylaws, or as directed by the Board are provided to the Directors. The books of account shall be open to inspection by any Director at all reasonable times. The Chief Financial Officer shall ensure that all money and other valuables in the name and to the credit of the corporation are deposited with such depositories as

the Board may designate, shall disburse the corporation's funds as the Board may direct, and shall have such other powers and perform such other duties as the Board or the bylaws may prescribe. The Vice President of Business Services for Cabrillo College will serve as an Assistant Financial Officer.

- (5) Past President. The immediately preceding President will serve as Past President, if available. If not available, this office will remain vacant. The Past President will be an advisor to the other officers, the Executive Committee, and the Board of Directors at large, taking on such other specific duties as the President shall prescribe from time to time.

D. Indemnification. To the fullest extent permitted by law, this corporation shall indemnify its Directors, officers, employees and other persons described in Section 5238 of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any proceeding as that term is used in that Section and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that Section where such liability arose during the course and scope of said duties.

## 7. COMMITTEES OF THE BOARD.

A. Committees of the Board. The Board may create one or more committees, each consisting of at least two Directors to serve at the pleasure of the Board. The committees shall comply with the Ralph M. Brown Act, except for ad hoc committees or advisory/fundraising committees.

(1) Authority of Board Committees. No committee may:

- a) take any final action on any matter that also requires approval or ratification of the Board;
- b) fill vacancies on the Board;
- c) provide for compensation of any Director;
- d) amend or repeal bylaws or adopt new bylaws;
- e) amend or repeal any resolution of the Board ;
- f) create any other committees of the Board or appoint the members of committees of the Board;
- g) expend corporate funds without approval or ratification of the Board.

(2) Action of Board Committees. The Board may adopt rules for the governing of any committee, provided they are consistent with these bylaws. In the absence of rules adopted by the Board, the committee may adopt its own rules which are consistent with these by laws and applicable legal provisions.

B. Specific Board Committees.

(1) The total membership of any committee of the Board shall be less than a majority of the Board. A quorum of the committee shall consist of a majority of its members.

(2) Executive Committee. The corporation shall have an Executive Committee with such power and authority as is delegated to it by the Board of Directors and as is authorized by law. The Executive Committee shall consist of the President, Vice President, Secretary, Chief Financial Officer, Past President of the Foundation, and the Superintendent/President of Cabrillo Community College

District, together with no more than ~~six (6)~~four (4) currently sitting Directors at large, to be appointed by the President, making a total of no less than ~~six~~five and no more than nine members of the Executive Committee. The Secretary is strongly encouraged to be a member of the Executive Committee.

- (3) Finance and Investment Committee. There shall be a finance and investment committee composed of the Chief Financial Officer and at least two other Directors. This committee will report to the Board at each regular meeting concerning the income, expenses, and investments of the corporation, and will submit a budget annually for Board approval. Subject to the general supervision and ratification of the Board, the Finance and Investment Committee shall exercise control over the funds of the corporation, which funds may be invested by the Committee in such securities, banks, instruments, real and personal property, and other assets as the Committee shall determine to be prudent and appropriate from time to time in accordance with the Investment Policy adopted by the Board. The Committee shall have the authority to sell gifts received by the Foundation, and may authorize the Chief Financial Officer or other Officer to transfer, assign, convey title, execute stock powers, and to buy and sell stock, and other securities and instruments, and in general to exercise the powers of the corporation with regard to its assets and investments subject to Board policy and ratification.
- (4) There shall be an Audit Committee. The Audit Committee shall meet with the auditor prior to the audit, and review the audit after the audit is completed. The Audit Committee is separate from the Finance Committee and presents its findings directly to the Executive Committee and the Board. Audit Committee members are appointed by the Board of Directors. There shall be a minimum of three members. At least one member shall have a strong accounting background with experience preparing, auditing, analyzing or evaluating financial statements and an understanding of

internal controls and procedures for financial reporting. Members of the Finance Committee may serve on the Audit Committee so long as they make up less than half of the committee and do not serve as the chair of the Audit Committee. The Audit Committee members shall not include any members of the staff, including the president or chief executive officer and the treasurer or chief financial officer.

(5) Nominating Committee. A Nominating Committee consisting of at least three Directors shall prepare a slate of nominees for all officers and for an appropriate number of Directors, due regard being given to the number of Directors with terms that will expire June 30 and to the total number of Directors sought for the Board. Concerning nomination of those Directors who are representatives of Cabrillo College, the committee may solicit and consider suggestions for nominees from the Governing Board of the Cabrillo College District and from the Cabrillo Faculty Senate. In the event of vacancies created by the death, resignation, removal or disqualification of a Director who is a college representative, either the Nominating Committee or the Executive Committee may recommend new college representative nominees for election by the Foundation Board at its next regular or special meeting.

C. Advisory/Fundraising Committees. The corporation shall have such advisory/fundraising committees as it may establish by resolution of the Board. Advisory committees will function for such purposes and under such rules as established by the Board, or in the absence thereof, such rules as adopted by the committee, provided in all events that they are consistent with these bylaws. Advisory/fundraising committees shall take no action except as authorized by the Board.

## **8. CORPORATE POWERS AND DUTIES.**

- A. General Corporate Powers. Subject to the provisions and limitations of the California Non-Profit Public Benefit Corporation Law, Education Code sections 72670-72682, Title 5 of the California Administrative Code, the Ralph M. Brown Act, and any other applicable laws, and subject to any limitations of the Articles of Incorporation, the District's implementing regulations, the master agreement between the District and the Foundation, and these bylaws, the corporation's activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board.
- B. Specific Powers. Without prejudice to the general powers set forth above, and subject to the same limitations, the Board shall have the power to:
  - (1) Appoint and remove, at the pleasure of the Board, any or all of the corporation's officers or agents; prescribe powers and duties for them that are consistent with law, with the Articles of Incorporation, and with these bylaws; and fix their compensation and require from them, if deemed appropriate, security for faithful performance of their duties.
  - (2) Adopt, amend, and repeal bylaws;
  - (3) Purchase and maintain insurance to the full extent permitted by law on behalf of its officers, Directors, employees, and other agents, insuring against any liability asserted against or incurred by any officer, Director, employee, or agent in such capacity or arising out of such person's association with the corporation.
  - (4) To have the other powers set forth in Corporations Code Section 5140.
- C. Budget and Related Issues. The Board of Directors shall approve all Foundation expenditures and fund appropriations. The Board shall ensure that an annual budget is prepared which shall be reviewed and approved by the Board and the President/Superintendent in May of each year. The Board shall adopt a written policy that specifies the procedures for accepting gifts, donations, bequests, trusts and specially funded grants.

D. Annual Audit. The Board of Directors shall select a certified public accountant who shall be provided with the applicable auditing and reporting procedures of the Foundation. The accountant shall have experience appropriate to the responsibility and shall have no financial interest in any contract or other transaction entered into by the Board of Directors. The accountant does not need to be a member of the Board of Directors. The accountant shall conduct an annual audit of any and all Foundation funds and shall submit such audit to the Board, the Board of Trustees of the College District, and to the Board of Governors. The audited financial statements shall be available upon request and shall be distributed to the District's Board of Trustees at the first regularly scheduled meeting following acceptance of the audit report by the Board of Directors of the Foundation.

E. An attorney admitted to practice in California shall be selected to provide advice and counsel to the Board of Directors. The attorney shall have experience appropriate to the responsibility and shall have no financial interest in any contract or other transaction entered into by the Board of Directors which he/she serves. The attorney does not need to be a member of the Board of Directors.

## **9. RECORDS AND REPORTS.**

A. Corporate Records. The corporation shall keep:

- (1) adequate and correct books and records of account;
- (2) written minutes of the proceedings of its Board and committees of the Board; and
- (3) a record of each Director's name, address, telephone number, and term of office.

B. Inspection. On written demand, at any reasonable time, any Director may inspect, copy, and make extracts from the accounting books and records and the minutes of the proceedings of the Board of Directors, and Board committees. This right of inspection extends to the records of any advisory committee to the corporation.

C. Annual Report. The Board shall ensure that an annual report is sent to all Directors and to the Superintendent/President by September 15 of each year. That report shall contain the following information, in appropriate detail, for the fiscal year:

- (1) All financial statements required to be filed with the California Community Colleges Chancellor's Office
- (2) A comparison of budgeted and actual expenditures
- (3) A description of major accomplishments of the organization
- (4) A description of improvements proposed for operation of the organization.
- (5) There shall be available for examination in the corporation's business office any reports and the annual report of independent accountants.

D. Audit. The accounts of the Chief Financial Officer and the annual report shall be audited by a certified public accountant appointed by the Directors at the end of each fiscal year, and at such other times as are deemed by the Directors to be appropriate.

## **10. PROHIBITED TRANSACTIONS.**

No Director shall be financially interested in any contract or other transaction entered into by the Board of which he or she is a member subject to the provisions of Education Code Sections 72677-72679. No Director shall utilize any information, not a matter of public record, which is received by reason of his or her membership on the Board for personal pecuniary gain in accordance with Education Code section 72680.

## **11. CODE OF CONDUCT.**

No Director shall act, either by motion, second, deliberation or vote, or have influence in any way on any matter brought before the Foundation through its

committees or to the Board of Directors, or otherwise, when such matter will, or might, result in a direct or indirect personal or financial gain to such Director. No member of the Foundation's Board of Directors shall be financially interested in any contract or other transaction entered into by the Foundation except as permitted by law. No Director shall utilize any information, not a matter of public record, which is received by the person by reason of his or her membership on the Board, for personal pecuniary gain, regardless of when the gain is realized.

## **12. RESTRICTIONS ON LOANS AND OTHER TRANSACTIONS.**

- A. No loans shall be contracted on behalf of the Foundation and no negotiable paper shall be issued in its name, unless and except as authorized by the Board of Directors. When so authorized by the Board of Directors, any officer or agent of the Foundation may effect loans and advances at any time for the Foundation from any bank, trust company, or other institution, or from any firm, corporation or individual, and for such loans and advances may make, execute and deliver promissory notes, bonds or other evidences of indebtedness of the Foundation and when authorized as aforesaid, as security for the payment of any and all loans, advances, indebtedness and liabilities of the Foundation, may pledge, hypothecate or transfer any and all stocks, securities and other personal property at any time held by the Foundation and to that end endorse, assign, and deliver the same.
- B. The Foundation shall not enter into any transaction concerning real property without the prior written approval of the Superintendent/President.

## **13. MISCELLANEOUS.**

- A. Construction and Definitions. Unless the context requires otherwise, the general provisions, rules of construction, and definitions of the applicable statutes shall govern the construction of these bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the

singular includes the plural, the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

- B. Compensation. No Director shall be compensated for his or her services as a Director of the corporation.
- C. Fiscal Year. The fiscal year of the corporation shall begin on the first day of July and end on the last day of June of each year.
- D. References to Public Laws. Any references to specific sections of any public law shall be deemed to refer to the appropriate corresponding provision of any future amendment, re-enactment, or successor laws, as required to carry out the intent of the original provision.
- E. Interpretation. These bylaws shall be interpreted as necessary to maintain the corporation's tax exempt status.

#### **14. AMENDMENTS.**

New bylaws may be adopted, or these bylaws may be amended or repealed by a majority of the Directors then in office, provided a quorum is present. No amendment may extend the term of a Director beyond that for which the Director was elected with the sole exception of the President who has served two three-year terms and is extended a one year term to serve as Past President, if necessary. These Bylaws will be reviewed every three years and brought to the Board of Directors for approval.

Approved, as amended by the CCF Board of Directors on September 14, 2021

Approved, as amended by the Cabrillo Community College Governing Board of Directors on October 5, 2021

Approved, as amended by the CCF Board of Directors on September 10, 2024

Approved, as amended by the Cabrillo Community College Governing Board of Directors on October 7, 2024

# Executive Director Report: February 2026

## Administration

- 2026-27 Budget Work and 990 Form
- Board Recruitment/Nominating Committee
- Annual Report: 8,277 mailed with an additional 127 sent with personal note
- Awarded 149 students a total of \$144,850 in WES and Emergency grants within days of request (fall semester)
- Introducing new President to our community of donors



## Fundraising

- \$6,732,946 raised so far this fiscal year!
- Student Housing Childcare Center
  - (\$4M raised towards \$5M goal, construction started!)
- President's Circle, WES, Student Veterans, Cabrillo Stage, and Stroke and Disability Learning Center Committees are working to raise funds for their programs.
- Proposals and Reports: Arts Council, College Futures, Dreyfus Foundation, Foundation for CA Community Colleges, Kaiser Permanente, Nicholson Foundation, Peggy and Jack Baskin Foundation, Rotaries, Sunlight Giving, Sutter/PAMF, and US Bank.
- Legacy Giving: working with five new donors, developing MOCIs for existing donors, working with Trustees on one estate gift



## Upcoming Events

- New President Jenn Capps Welcome Reception, Sesnon House  
February 17, 5:00 – 7:00 pm
- President's Circle: Lunch with President (\$5k+ donors)  
February 25, 12:00 – 1:30 pm
- Cabrillo Advancement Program (CAP) Ceremony, Crocker Theater  
March 10, 6:00 – 8:00 pm
- Heritage Club Luncheon, Sesnon House  
March 18, 12:00 – 1:30 pm
- Foundation Board Meeting, Sesnon House  
May 12, 12:00 – 2:00 pm



# MEMORANDUM

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Eileen Hill  
**SUBJECT:** 2025-26 Fundraising Targets

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## **BACKGROUND**

The Cabrillo College Foundation Board approved a \$5M fundraising goal in outright and unbooked planned gifts. The \$5M goal includes a target of \$1,500,000 in endowed gifts and \$500,000 in unbooked planned gifts. Focusing efforts on endowed gifts and legacy giving will help ensure the long-term health and sustainability of the Foundation.

<b>Amount Raised 7/1/25-1/31/26</b>	<b>2025-26 Target</b>	
\$471,306	\$525,000	President's Circle
\$287,814	\$275,000	Women's Educational Success
\$132,458	\$150,000	Cabrillo Advancement Program (Endowed)
\$3,171,604	\$1,000,000	Scholarships (Endowed)
\$245,826	\$300,000	Scholarships (Nonendowed)
\$1,528,167	\$1,000,000	Faculty/Department Support (Faculty Grants, Allied Health, Athletics, VAPA etc)
\$835,771	\$1,000,000	Student Support Services (foster youth, internships, tutoring, Veterans, Umoja, etc.)
\$60,000	\$250,000	Donor directed interests
\$0	\$500,000	Unbooked Planned Gifts
<b>\$6,732,946</b>	<b>\$5,000,000</b>	<b>TOTAL</b>

DATE: February 3, 2026  
TO: Board of Directors  
FROM: Eileen Hill

July 1, 2025 to January 31, 2026	
Outright Gifts	\$ 6,732,946
Unbooked Revocable Planned Gifts	\$ 0
<b>Total</b>	<b>\$ 6,732,946</b>

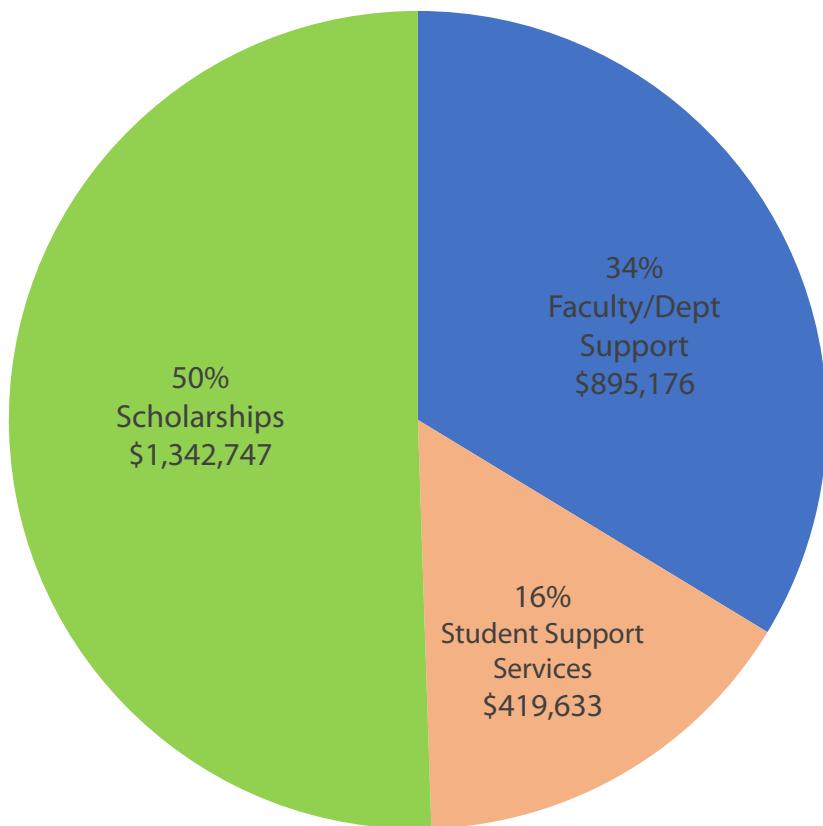
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2025-26 Goal for Outright and Unbooked Revocable Planned Gifts	\$ 5,000,000
Recorded Gifts 07-01-25 to 01-31-26	
Estate of Janet & Lawrence Fogel (Scholarship)	\$ 2,280,464
Anonymous (WES, President's Circle, Guardian Scholars, Umoja)	\$ 800,000
Monterey Peninsula Foundation (New Childcare Center)	\$ 500,000
The Estate of Muriel Schuetz (Scholarship)	\$ 417,478
The Barbara Samper Foundation (CAP)	\$ 250,000
Foundation for California Community Colleges (Nursing Grant, Scholarship)	\$ 194,371
Richard & Theresa Crocker (Emergency Grants, President's Circle)	\$ 101,500
Paul & Pat Shirley (Scholarship)	\$ 100,000
Kathy & Alfred Herbermann (President's Circle, New Childcare Center)	\$ 65,000
Joan Griffiths (President's Circle, WES, Nursing, Tutoring, Scholarships Stroke Center)	\$ 62,611
Mary Solari (President's Circle, New Childcare Center; WES)	\$ 55,000
Ronald & Cynthia Sekkel (Scholarship, Veterans, President's Circle)	\$ 52,500
Sutter Health Palo Alto Medical Foundation (Allied Health & WES)	\$ 52,500
Rachel Wedeen (Scholarship)	\$ 46,469
Craig Rowell and Corinda Ray (Scholarship, President's Circle, Veterans)	\$ 45,000
Julie Packard (President's Circle, Scholarship, WES)	\$ 42,630
Kathryn Shephard Cowan (WES, Scholarships, President's Circle, New Childcare Center, Veterans)	\$ 40,488
Paul Dutra & Holly Liu (Scholarship)	\$ 40,000
Brian & Patty Herman (Scholarship, President's Circle, WES)	\$ 40,000
Leestma Family Foundation (Nursing)	\$ 35,000
Julie Packard (President's Circle, WES, Scholarship)	\$ 35,000
Robert & Sharon Bailey (WES, Emergency Grants)	\$ 30,500
Brenda Torres (WES & Ceramics)	\$ 30,100
Gitta Ryle (Scholarship)	\$ 30,000
Vertical Raise (Volleyball, Baseball, Softball, Water Polo)	\$ 25,980
The David William Upham Foundation (New Childcare Center)	\$ 25,000
Kate & Ira Pohl (President's Circle, Tutoring, Scholarship)	\$ 23,500
Anonymous (Scholarship)	\$ 20,000
Rick & Ruth Moe (WES, President's Circle)	\$ 20,000
Linda Lou Mosgrove (President's Circle, WES)	\$ 20,000
Donald Mungai (Scholarship)	\$ 20,000
National Humanities Center (AI Ethics curriculum)	\$ 20,000
Miles & Rosanne Reiter (President's Circle)	\$ 20,000
Felix & Harriett Robles (Scholarship)	\$ 20,000
Richard & Ginny Strock (Emergency Grants, Scholarship)	\$ 20,000
Gifts under \$19,999 (1,252 of 1,287 total donors)	\$ 1,152,355
<b>Total Outright Gifts</b>	<b>\$ 6,732,946</b>
<b>Total Unbooked Revocable Planned Gifts</b>	<b>\$ 0</b>
<b><b>TOTAL</b></b>	<b><b>\$ 6,732,946</b></b>

**Notes:** 1. For the 2025-26 Fiscal year, the Cabrillo College Foundation has been notified of 2 planned gifts  
2. The cumulative unbooked revocable planned gifts total is \$32,045,868

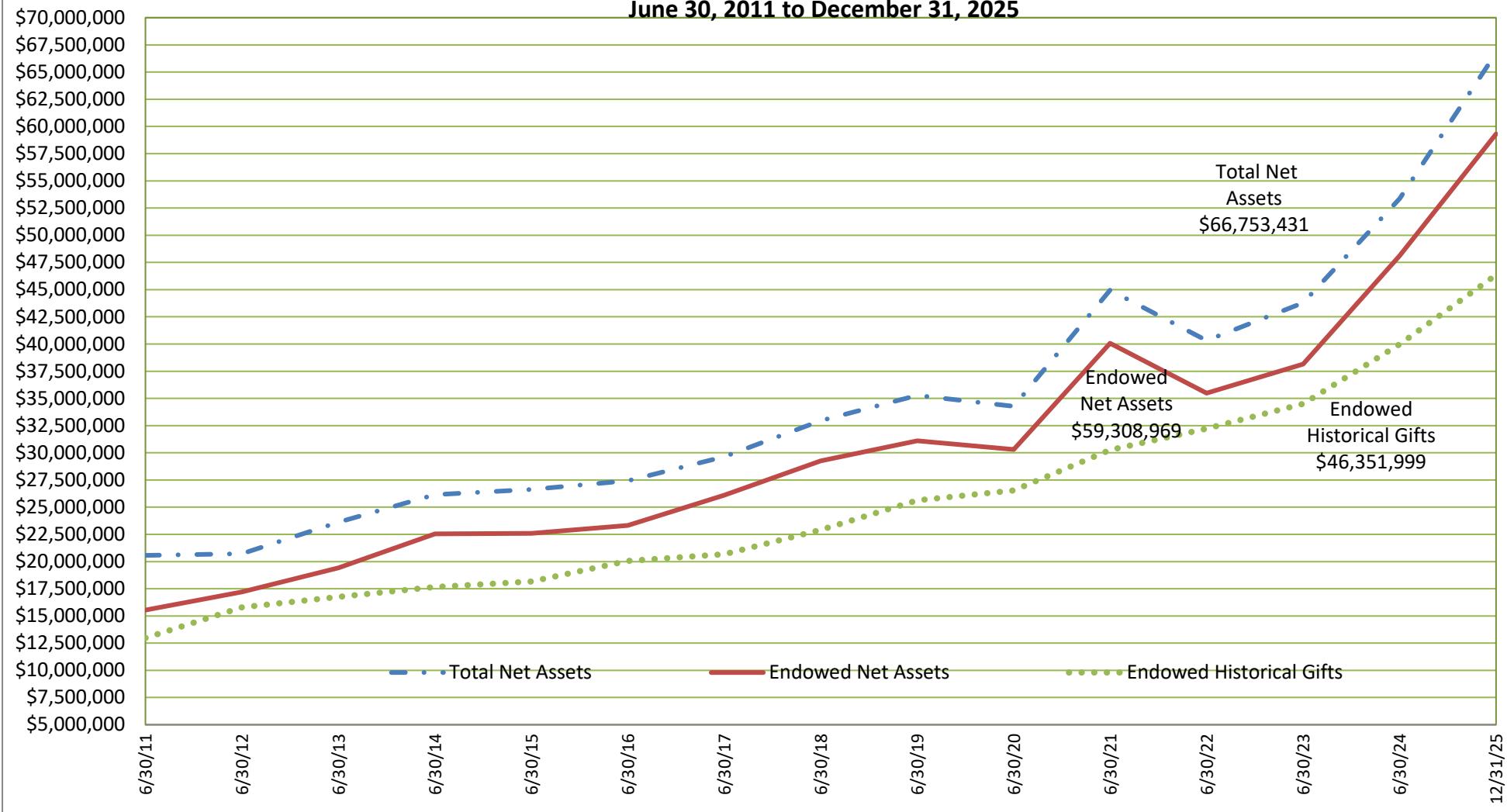
# Cabrillo College FOUNDATION

Disbursements to Cabrillo College and Students  
July 1, 2025 to December 31, 2025  
Total: \$2,657,556



<b>Faculty/Department Support</b> Allied Health, Stroke Center, Athletics, VAPA, Engineering	34%	\$895,176
<b>Student Support Services</b> Internships, Tutoring, CAP, Umoja, Guardian Scholars	16%	\$419,633
<b>Scholarships</b>	51%	\$1,342,747
<b>TOTAL</b>		<b>\$2,657,556</b>

**Cabrillo College Foundation**  
**Total Net Assets, Endowed Net Assets, and Endowed Historical Gifts**  
**June 30, 2011 to December 31, 2025**



Total Net Assets highest level was \$66,753,431 as of December 31, 2025

Endowed Net Assets highest level was \$59,308,969 as of December 31, 2025

Endowed Historical Gifts highest level was \$46,351,999 as of December 31, 2025

**MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Kathryn Cowan  
**SUBJECT:** **Women's Educational Success (WES)**

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WES grants are a critical resource for faculty on campus, empowering them to send a lifeline to a struggling student. This year a total of **\$132,000** will be given out to students in need by the end of the 2025-26 academic year. **Since the program's inception in 1997, we have awarded nearly \$1.3 million to 2,600 students.**

Thanks to the leadership of WES Co-Chairs Peggy Flynn and Cynthia Druley, along with the dedication of our incredible Best Friends committee, we achieved our most successful fundraising year for WES to date. We closed the calendar year having raised **\$348,789 from 526 donors**—more than \$27,000 above our 2024 total.

Kathryn Cowan has joined Cynthia Druley as our newest committee co-chair, and we'll begin planning the 2026 campaign in late February.

Caitlin and Eileen will present at the CASE Conference in March, sharing best practices for fundraising and sustaining emergency grant programs like WES. WES is a highly successful model that began on a small scale and has grown significantly over time, and the presentation will focus on providing practical tools for institutions interested in replicating the program to better support their students.

*Thank you so much for your generosity and support through WES. During this past year, my work hours were unexpectedly reduced, which created financial stress at a critical time in my education. Receiving this grant provided much-needed relief and allowed me to stay focused on my studies rather than worrying about meeting basic expenses.*

*As I pursue a career in nursing, my goal is to give back to my community and to be there for my patients during their most vulnerable moments. I hope to provide care that is not only clinically competent but also empathetic and patient-centered. Your generosity has helped make this goal possible, and I am sincerely thankful for the support and belief you have shown in students like me.*



*Jennifer M. (2025 WES Recipient)*

## **MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Vance Landis  
**SUBJECT:** President's Circle Campaign

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### **2025-26 President's Circle Campaign**

Rachael Spencer and Owen Brown are co-chairs of the 2025-26 President's Circle Committee.  
As of January 28, 2026:

- \$515,107 has been raised toward our goal of \$550,000
- 213 members
  - 18 NEW members
  - 27 renewing donors increased their support this year

We will be hosting a Welcome Reception for Cabrillo's new president, Dr. Jenn Capps, on **Tuesday, February 17<sup>th</sup> from 5:00 – 7:00pm** at the Sesnon House. All President's Circle members have been invited.

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

#### **President's Level (\$1,000+)**

Reception and Cabrillo Stage Summer Musical	July 19, 2026
President's Holiday Reception	December 4, 2026

#### **President's Plus Level (\$1,500+)**

Tapas with Teachers: flash lectures by Cabrillo Faculty	April 8, 2026
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#### **Director Level (\$2,500+)**

Culinary Student Showcase	April 30, 2026
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#### **Trustee Level (\$5,000+)**

President's Lunch at Pino Alto	February 25, 2026
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#### **Benefactor level (\$10,000+)**

Intimate dinner party at the home of one of our donors	Summer 2026
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#### **Luminary Level (\$15,000+)**

A special, curated Cabrillo experience	Spring 2026
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**CABRILLO COLLEGE FOUNDATION**  
**President's Circle Members 2025-26**

Updated 02/03/26

**\$15,000+**

Jim Baker and Nancy Millslagle

Kathy and Alfred Herbermann

Rick and Ruth Moe

Edward Newman Family Charitable Fund

Julie Packard

Miles and Rosanne Reiter

**\$10,000+**

Claire Biancalana and William Kelsay

Freny Cooper

Brian and Patti Herman

Esther and Gerry Levandoski

Linda Lou Mosgrove

Kathryn Shephard Cowan and Edward Houghton

**\$5,000+**

Karen Cogswell and John Maenchen

Lou Falek and Lyn MacDonald

Joan Griffiths

Rick Li Fo Sjoe and Virginia Morris

James and Jacquelyn Mullarky

Ned Nemacheck

Gayle and Joseph Ortiz

Elio and Joy Rodoni

Mary Solari

Ginny Solari Mazry

Mark Tarantino and Sharon Beaty

Julie Thiebaut

Michael Thornburgh and Andrea Lilly

Rachel Wedeen

Melanie and Alan Wirtanen

**\$2,500+**

Michael and Toby Alexander

Mike and Kalena Allard

Pegi and Tom Ard

Maryann Barry

Steven and Mary Bignell

Ian and Kathy Blackwood

Sue Broadston and Jim Ostendorf

Owen Brown and Mary Akin

Barbara Canfield

Daryl Dichek and Kenneth Smith

Lee and Emily Duffus

Roberta Dunton

Duf and Paula Fischer

Cynthia FitzGerald and James Day

Jeri and John Hammond

Therese Johnson

Judy B. Jones

Trisha and Brandon Kett

Ron Kusel and Carolyn Gong-Guy

Gerry Mandel

Marilyn Manning Lonergan and Richard Lonergan

John and Megan Martinelli /S. Martinelli & Co.

Dominic and Karen Massaro

Joe and Susan Mingione

Bill and Karen Moncovich

Amy Newell

Pfotenhauer Wilshusen Family

Kate and Ira Pohl

Burton Rees

Ko-Kahuna Trust

James Thompson

Evans Whitaker and Deborah Bronstein

Theo Wierdsma and Julie Hamilton Wierdsma

Sue Wilson

**CABRILLO COLLEGE FOUNDATION**  
**President's Circle Members 2025-26**

W. Todd and Corinne Wipke

**\$1,500+**

Carlos and Jane Arcangeli  
 Philip and Kathryn Bates  
 Paul and Carol Berman  
 Carrie Birkhofer/Bay Federal  
 Credit Union  
 Larry and Holly Brenner  
 Blaine and Connie Brokaw  
 Ted Burke  
 John and Linda Burroughs  
 Frederick and Kate Chen  
 Rashmi Cole  
 Diane Craddock and David  
 Hogye  
 Richard and Theresa Crocker  
 Martina Cummings  
 Michelle Donohue-Mendoza  
 and Graciano Mendoza  
 Dwayne and Linda Downing  
 Geoff and Sandy Eisenberg

Esch Family  
 Peggy Flynn  
 Stephen Green  
 James Griffin  
 Diane and Conrad Hamako  
 Donald and Diana Henrichsen  
 Eileen and Dave Hill  
 Ron and Evelyn Hirsch  
 David and Katharine Hopkins  
 Kent and Marie Imai  
 Tom and Nanette Kelsey  
 Ralph and Julie Kimball  
 George and Diane Koenig  
 John Laird and John Flores  
 Julie Lambert  
 Nancy Lenox  
 Mark Linder and Mary Dean  
 Keith McKenzie

Earleen Overend and Wayne  
 Palmer  
 Laura Pease and Bill Scurr  
 Robert Scott  
 Ronald and Cynthia Sekkel  
 Greg and Tangie Solow  
 Rachael Spencer and Kevin  
 Rooney  
 Heather Stiles and Trevor  
 Strudley  
 Richard and Ginny Strock  
 Angela Thalls and Neil  
 McKenzie  
 Peter and Melanie Vizzusi  
 Jerry and Robynn Walters  
 West Coast Community Bank  
 Susan and Nels Westman  
 Thomas and Connie Wilson

**\$1,000+**

Thomas Adam and Linda Nicholson  
 Walter and Janet Alexander  
 Mary Altier Walker and John Walker  
 Kate Anderton  
 Ann Asche/Locatelli Moving and  
 Storage  
 Edward and Kathleen Banks  
 Tila Bañuelos  
 Pat Barton  
 Bogard Construction, Inc.  
 Steve and Meg Bontadelli  
 Bob and Susan Bosso  
 Rosemary Brogan and Gary Caballero  
 George and Elizabeth Bunch  
 Thomas Bush and Grace Sanchez  
 Paul Carrubba and Teresa O'Connell  
 Carrubba  
 Patrick and Carla Carstens  
 Sara Clarenbach  
 Joanne Clever  
 Virginia Coe  
 Susan Cony  
 Arne and Carol Croce  
 Wallace Dale  
 Robert Darrow  
 Gerlinde and Willy de Broekert  
 Chris Eckstrom and Frans Lanting  
 Nancy Eidam  
 Charles Engbers  
 Kristin Fabos and Rye Livingston  
 Corrine Flanagan and Rich Rubin  
 Rocky and Judy Franich

Lesley Franz  
 Jonathan Franzen and Kathy  
 Chetkovich  
 Craig and Mimi French  
 Don and Donelle Gartner  
 Jan Furman  
 Mary Gaukel and Les Forster  
 Steven Graham  
 Beverly Grova and Salem Magarian  
 Amy and David Harrington  
 Travaris Harris  
 Kathleen Hatfield  
 David and Jacqueline Heald  
 Joseph and Bette Hirsch  
 Steve and Susie Hotelling  
 John Hurd and Kate Kelly  
 Ronald and Linda Israel  
 Joni and Andrew Janecki  
 Charlotte Kim Meisel and Jay Meisel  
 Richard and Diane Klein  
 George and Diane Koenig  
 David Koo and Anna Hackenbracht  
 Victoria and David Lewis  
 Patty Lezin  
 Gary and Elizabeth Maushardt  
 Mike and Bertie McElroy  
 Paul Meltzer  
 Larry and Therese Meyer  
 Carrie and Billy Mulcaire  
 Linda and Bruce Nicholson  
 Fane and Corie Opperman  
 James Poth

Alex and Karen Potts  
 Paula Quinn  
 Ken Reed  
 William and Joan Rentz  
 Randy Repass and Sally-Christine  
 Rodgers  
 Lindsey Roscoe  
 Phyllis Rosenblum  
 Craig Rowell and Corinda Ray  
 Spenser and Shayna Russell  
 Sandbar Solar & Electric  
 Barbara and William Scherer  
 Kris Sidman-Gale and Jacob Sidman  
 Ronnette and Sharen Smithcamp  
 Elaine-Maryse Solari  
 Linda and Kris Sorensen  
 Carol Spragens  
 Mimi and Gilbert Stein  
 Robert Stephens  
 Bruce and Barbara Swenson  
 Lonnie Truax and Ian MacGregor  
 Brad and Linda Wiles  
 Terrence Willett and Jennifer Cross  
 Kathleen Willott and Glenn Joy  
 Joan and Marc Winquist  
 Jon and Jill Winston  
 Georgina Wong  
 Oscar and Genevieve Woo  
 Marian Zeidler

**MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Claire Biancalana  
**SUBJECT:** **Scholarship Program**

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Our annual year-end scholarship solicitation letters were mailed in December to nearly 450 donors. Committee members added personal notes to the letters for some of our scholarship donors, thanking them for their support. Student thank you letters were included with many of the scholarship solicitations. **As of January 28, we have received \$475,547 in scholarship support from 122 donors since this solicitation was mailed.**

*Thank you for such a generous contribution to my future. When I began my education in America, I faced many challenges and obstacles, but with the support of teachers, foundations like yours, and now this scholarship, I have been able to move forward with confidence in my goals. I am deeply grateful for your generosity and the encouragement it gives me to continue working hard.*

*Looking to the future, I hope to work as a Phlebotomy technician while continuing my education in nursing. My long-term goal is to serve patients in my community with compassion and skill, and your generosity brings me one step closer to making that dream a reality. Thank you once again for supporting students like me—I am truly honored to be a recipient of this scholarship.*

*-Krisna L.*

*2025 Tom Sourisseau Biology Endowed  
Scholarship Recipient*



Scholarship committee members serve as community ambassadors for our scholarship program. Committee members include: Rachael Spencer (Chair), Claire Biancalana, Virginia Coe, Karen Cogswell, Kathryn Cowan, Linda Downing, Adele Miller, Corinne Miller, Dan Rothwell, Julie Thiebaut, Rachel Wedeen and Jill Wilson

**MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Diane Koenig  
**SUBJECT:** **Faculty and Staff Grants**

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**Faculty and Staff Grants**

Cabrillo College Foundation has three grant programs to support Cabrillo College faculty:

- 1. Faculty Grants for Student Success: \$118,161 awarded**
- 2. Crocker Endowment Grants: \$27,421 awarded**
  - Crocker Nursing Endowment Grants
  - Crocker Dental Hygiene Endowment Grants
  - Crocker VAPA Endowment Grants
  - Crocker Campus-Wide Endowment Grants
- 3. Engineering and Applied Science Endowment: \$8,797 awarded**

Crocker Endowment selections were made in late October, and in November, a committee of Foundation Board Members, Cabrillo faculty, and community members reviewed proposals and selected recipients for Faculty Grants for Student Success.

This year the Cabrillo Foundation awarded a total of **\$155,050 to date** to Cabrillo staff and faculty to enhance student learning and increase student success. An additional **\$12,159** was awarded by the Student Senate.

A list of 2025-26 funded projects is attached.

The Faculty and Staff Grant Awards Reception was held on Thursday, January 22<sup>nd</sup> at the Sesnon House and 101 guests attended. The award recipients had the opportunity to speak about their projects and the impact they'll have on Cabrillo students.



Current committee members include: Owen Brown, Les Forster, Mary Gaukel, Francisco Íñiguez, Diane Koenig, Vance Landis, Rick Li Fo Sjoe, Omar Gonzalez-Benitez, Inga Gonzalez Moses, Ana Ruiz, David Schwartz and Ron Sekkel

## 2025 Faculty and Staff Awarded Projects

**Erica Bailey, Art Studio**

New, Reliable, and Safer Bandsaws for the Power Tool Room: \$5,651

**Mark Bidelman, Music**

Driving Student Excellence through Performances: \$4,000

**Matt Blostein, Music**

Polyphonic Analog Synthesizer for Music Technology and Recording Arts Students: \$4,500

**Catherine Brennan, Watsonville/STEM**

Bridging the Resource Gap: Equipping the Watsonville Center for Equitable STEM Education: \$4,467

**Mirella Brokaw, Nursing**

Level UP RN: Medical-Surgical, Electrocardiogram (EKG) and Pharmacology Flashcard Study Bundles. Nursing School Study Planners and Dosage Calculation Workbooks: \$1,400

**Sam Clarkson, Studio Art**

Chairs for All Students: \$3,457

**Emily Dansker, Early Childhood Education**

Color Copier/Printer for Faculty and Student Support: \$3,180

**Brandy Dickinson, Stroke and Disability Learning Center**

Music and The Brain: \$1,210

**Skip Epperson, Theatre Arts**

Low-Lying Theatrical Fog Machine: \$2,200

**Christa Fink, Chemistry**

Chem+Plus Sessions for Chem 30A: \$2,640

**Adrienne Frisbee, Biology**

Equipment for Physiology, Microbiology, and General Biology: \$8,419

**Skye Gentile, Communication Studies**

Field Experiences in COMM 12: Community Beyond the Classroom: \$3,000

**Andrea Hart, Theatre Arts**

Theatre Department and Crocker Theatre wireless microphone upgrade: \$11,945

**Michelle Haverly, Tutoring and Academic Support Services**

Disarticulated Skeletons for Biology Tutoring: \$1,284

**Cisco Jimenez, Chemistry**

Giant Molecular Modeling Kit for Chem Lectures: \$967

**Cisco Jimenez, Chemistry**

Room-Visible Spectroscopy: RSpec Explorer for Chem 1A Labs (and Chem 3/Chem 30A Demos): \$1,526

**Crystal Kamoroff, Ceramics**

Soda Kiln Furniture Procurement Project (Shelves, Posts & Damper): \$5,432

**Faye Khoury, Dental Hygiene**

Microphone & System: \$3,100

**David King, Dance**

Dance Studio Classroom Window Blinds: \$5,170

## 2025 Faculty and Staff Awarded Projects

**David King, Dance**

Folklórico Dance Vestuario & footwear:  
\$3,400

**Dana Logston, Employment and Internship Office**

Employment and Internship Outreach  
Resources Refresh: \$3,500

**Lesley Louden, Art Photography**

35mm Film Cameras & Medium Formats:  
\$4,500

**Kelly Mack, Theatre Arts**

DMX Irises for Blackbox Studio Theater:  
\$1,502

**Joanna Manoff, Adaptive PE, and Stroke and Disability Center**

Adapt PE Pool Access Wheelchair: \$2,756

**Joanna Manoff, Adaptive PE, and Stroke and Disability Center**

Grasping Aid Gloves: \$474

**Shaun Martins, STEM**

Anatomy Models: \$12,214

**Fernanda Mazzillo,**

**Geo/Ocean/Environmental Sciences**

Laboratory Innovations for Introduction to  
Oceanography Course: \$2,192

**Payson McNett, Studio Art**

3D Printers: \$3,900

**Greg Mettler, Art Photography**

Funds for Camera Repairs: \$4,375

**Michelle Morton, Library**

Creating a Family Friendly Study Space in  
the Library & ILC: \$7,800

**Rick Nolthenius, Astronomy**

Replacement Camera for Cabrillo  
Observatory Dome Telescope: \$2,500

**Sandra Paiva, Early Childhood Education**

Laminator: \$2,299

**Sylvia Rios, Ceramics**

Tools for empowering all students: \$2,353

**Gail Ritchie Bobeda, Ceramics**

New controller for test kiln: \$ 903

**Steve Schessler, English**

Cabrillo Reads: Amplify: How to Use The  
Power of Connection to Engage, Take  
Action, and Build a Better World: \$1,850

**Steven Schloemer, Studio Art**

Upgrade of Aging Battery-Powered Drills  
and Drivers: \$1,396

**Raphaela Siedler-NyBlom, Dental Hygiene**

Dental Infection Control Boot Camp:  
\$2,110

**Tasha Sturm, Biology**

Replacement of Eco Funnels for Safe  
Chemical Waste Disposal in Science  
Classrooms: \$1,511

## 2025 Faculty and Staff Awarded Projects

**Yves Tan, Biology**

Spectrophotometers for Biology Labs:  
\$8,615

**Clare Taylor, Horticulture**

Lab equipment for Horticulture teaching  
lab: \$5,500

**Kristin Wilson, Anthropology**

The Hands-on Science Lecture Project:  
\$3,632

**Jenna Zeller, Nursing**

Expanding Nursing Skills Competency  
Through Wearable and Modular Simulation  
Equipment: \$5,580

**MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Travaris Harris  
**SUBJECT:** **Cabrillo Advancement Program (CAP) Update**

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**BACKGROUND**

The Cabrillo Advancement Program (CAP) is a scholarship and support program that helps high-risk, low-income students prepare for college and succeed academically. CAP serves more than 350 students across 12 schools in Santa Cruz County, selecting scholars through a competitive process open to students who qualify for free or reduced-price lunches. Beginning in middle school and continuing through high school, CAP students receive tutoring, counseling, and enrichment activities focused on college readiness. Students who complete the program earn \$3,000 in scholarships for their first and second years at Cabrillo.

**CAP CEREMONY**

Seventy new sixth grader are being selected and we will be celebrating the students and their families at the **CAP Ceremony on Tuesday, March 10<sup>th</sup> from 6-8pm at the Crocker Theater.**

**2025 SCHOLARSHIPS**

- 1. CAP Scholarships: \$1,500 per student (19 awarded)**  
For CAP students who complete the CAP program, graduate from high school and attend Cabrillo. Students must be enrolled in 12+ units at Cabrillo.
- 2. Barbara Samper CAP Second Year Scholarships: \$1,500 per student (16 awarded)**  
For CAP students who have completed 24 units at Cabrillo in the prior 12 months. Students must be enrolled in 12+ units at Cabrillo.
- 3. Barbara Samper CAP Four-year Scholarships: \$1,000 for select students (5 awarded)**  
For CAP students who graduate from high school and go directly to a four-year college. Proof of enrollment is required.
- 4. CAP Transfer Scholarships: \$1,000 - \$2,500 for select students (2 awarded)**  
For Cabrillo students transferring to four-year colleges.



*Thank you so much for this opportunity. I am super grateful! I am Anahi Zavala and am attending Fresno State. I wish to help people, people who can't fight for themselves, people who are just trying to live. Being a lawyer means I get to stand up for people and their rights. I have been dreaming of becoming a lawyer since I was a little girl, and my little self will not be disappointed. Thank you, Donors, for making this possible for me and I cannot express how thankful I truly am.*

*-Anahi Z. (2025 Recipient of the Barbara Samper Four-year Scholarship)*

## **MEMORANDUM**

**DATE:** February 3, 2026

**TO:** Executive and Finance & Investment Committees

**FROM:** Donna Ziel

**SUBJECT: Student Veterans Endowment (SVE) Campaign**

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When challenges arise, the SVE offers timely, meaningful support—helping Cabrillo's student veterans stay focused on their education and future. The SVE ensures they have the resources, opportunities, and encouragement they need to thrive—not just today, but for generations to come.

### **2025-26 CAMPAIGN:**

- Linda Mejia and Kevin Umana are the co-chairs of the 2025-26 SVE Campaign
- The Quick Reaction Force Committee, consisting of 16 members, sent out personalized SVE invitations to approximately 235 prospective donors in September.
- To date, \$36,620 has been received from 62 donors for the 2025-26 campaign. Donations made through June 30, 2026 will be counted toward our current campaign.
- Veteran Mike Brandy has generously provided a matching grant of \$10,000 to inspire donors to increase their support and give gifts of \$250 or more.
- Donors who gave \$100 or more were invited to attend the SVE Donor Luncheon and tour of the Veteran Information Center on November 5th.



*"I was facing financial hardship after not receiving my GI Bill MHA due to issues with the VA (Federal Government Shutdown)...The SVE Grant helped with groceries for my family and gas for my car to get to class."*  
-Brandon K., 2025 SVE Grant Recipient

## **MEMORANDUM**

**DATE:** February 3, 2026

**TO:** Board of Directors

**FROM:** Eileen Hill

**SUBJECT: 2025-26 Stroke and Disability Learning Center (SDLC) Campaign**

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The SDLC has been a unique model of continued rehabilitation after medical care for over 50 years. Adults with acquired disabilities receive thoughtful, adaptive support as they continue to make life adjustments and pursue new goals. The SDLC ensures that people managing disabling conditions continue to find strength, connection, and the care they deserve, while future caregivers enrolled in Cabrillo's Allied Health programs learn how to serve with humanity and skill.

### **2025-26 CAMPAIGN:**

- Last year, \$53,700 was received from 92 donors for the 2024 SDLC campaign.
- The Foundation is taking an active role in the SDLC fundraising campaign, working in partnership with SDLC Director, Sally Weiss.
- The SDLC Committee, consisting of 15 members, and has sent personalized SDLC invitations to approximately 430 prospective donors.
- Long time supporters Dr. Jennie Jet, and Dick and Judy Zscheile have partnered to give a matching grant of \$10,000 to inspire donors to increase their support and give gifts of \$100 or more.
- So far the SDLC has raised \$59,244 from 141 donors —\$16,000 more than at this point last year.
- All supporters of the SDLC will be invited to the Spring Donor Reception in April.



*"The Stroke Center has been a true gift to me. It has given me confidence to re-enter the world. I can't imagine what I would have done without the amazing support that I receive from staff and faculty."*  
-SDLC Student

**MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Eileen Hill  
**SUBJECT:** Cabrillo Stage 2025-26 Campaign

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**Background**

Cabrillo Stage has been a cultural cornerstone in Santa Cruz County for over 41 years, producing more than 72 professional-caliber musical theatre productions that draw thousands of audience members each summer and offering a dynamic apprenticeship-style model that provides hands-on training to up to 300 students and community participants each season. This inclusive approach builds real-world pathways into the entertainment industry, empowering emerging artists to take on vital production roles in lighting, sound, costumes, and stage operations while working alongside seasoned theatre professionals. Many participants go on to secure paid positions, using their Cabrillo Stage experience as a launchpad into careers in theatre and entertainment.

**2025-26 Campaign:**

- The Foundation is taking a more active role in the Cabrillo Stage fundraising campaign, working in partnership with Cabrillo Stage's Artistic Director, Andrea Hart to reach their fundraising goal of \$50,000.
- In December 2025, the 5-member Cabrillo Stage Committee sent personalized invitations to 600 prospective donors and has since raised \$48,136 for the 2026 summer production of *Sister Act the Musical*. All gifts received through 9/30/26 will be counted toward our current campaign.
- Cabrillo Stage supporters who give \$100 or more will be invited to the Behind the Curtain event in August 2026.



*As the world changes at breakneck speed, gathering in theatres can fill an essential function within our community. It offers us a venue to experience that electric shared energy that you can't stream, can't download, and certainly can't count on AI to create for you. -Andrea Hart, Artistic Director, Cabrillo Stage*

**MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Eileen Hill  
**SUBJECT:** Planned Giving/Heritage Club

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Planned giving plays a vital role in sustaining the long-term future of the Cabrillo College Foundation. When donors choose to include Cabrillo College in their estate plans, they create a lasting legacy that supports students and programs for generations to come. Donors who share their intentions with us are recognized as members of the Foundation's Heritage Club.

The Heritage Club currently includes 122 members, all of whom will be invited to our annual appreciation lunch at the Sesnon House on March 18, 2026. This event provides an opportunity to thank our planned giving donors while keeping them engaged and informed about the college.

Since 2003, the Foundation has tracked unbooked planned gifts, reflecting donors who have shared estimated future gift amounts from their estate plans. 40 donors have disclosed intentions totaling an estimated \$32 million in future support for Cabrillo.

In three major mailings throughout the year, donors are invited to notify the Foundation if Cabrillo is included in their estate plans. When a donor's intent is confirmed, Foundation staff follow up to learn more about their relationship with the college and their philanthropic priorities, provide recommended bequest language, and invite them to complete a Memorandum of Charitable Intent (MOCI) for our records.

**Attachments:**

- Next Steps for including Cabrillo in your Estate Plans
- Samples of our Memorandum of Charitable Intent (MOCI)
- Heritage Club Member List



*The Cabrillo choral program has been a major part of our lives for decades. Many years ago, we set up a scholarship to support choral and vocal students. It has meant a lot to us to see those scholarships make a difference in the lives of the students we sing with. As we look to our future, it is likely that when the time comes there will be some assets "left over," and we have decided to donate a portion to the foundation. We are very happy that our contributions will keep the students singing long after we are gone.*

*Dinah Phillips and Gail Groves*

## NEXT STEPS FOR INCLUDING CABRILLO COLLEGE FOUNDATION IN YOUR ESTATE PLANS

Thank you for your interest in including Cabrillo College Foundation in your estate plans. It is an honor to be a part of making sure that your estate plans are executed as you wish and we are so grateful to you for supporting our students with this potential legacy gift. A gift to Cabrillo provides huge opportunities for students that otherwise might not be able to attend college and we are grateful to you for supporting their dreams. As you know, education has a ripple effect in our society. One drop can initiate a cascade of possibility, each concentric circle gaining in size and traveling further. Your generosity will make an impact on both individual students and our larger community for years to come.

### **1) UPDATE YOUR WILL OR TRUST**

Your estate gift can be given specifically to support scholarships, programs, or the greatest areas of need. In your estate plans you can specify that you want the beneficiary to be the "Cabrillo College Foundation, a 501(c)(3) nonprofit organization (tax id #94-6121953) the sum of \$\_\_\_\_\_ OR the following described property \_\_\_\_\_ OR \_\_\_\_\_ % of the residue of my estate to be directed as described in the memorandum of charitable intent on file with the organization"

### **2) COMPLETE A MEMORANDUM OF CHARITABLE INTENT (MOCI)**

A MOCI at the Cabrillo College Foundation will outline details of the intent of your gift. A MOCI can be updated at any time by the donor. A MOCI is useful to those donors who would like to be very specific with their gift and how the funds are allocated. A MOCI can also outline if you would like your gift to be a permanent endowment or a non-endowed gift. A permanent endowment spends the earnings each year and may be named in your honor or in honor of a loved one. Endowments ensure that your gift will have an impact on students in perpetuity. All estate gifts have a 5% gift fee.

### **3) HERITAGE CLUB MEMBERSHIP [optional]**

Those who support Cabrillo College in their estate plans are honored members of the Cabrillo College Foundation Heritage Club. We list the members on our Heritage Club donor wall in the Sesnon House and Heritage Club members are invited to campus events throughout the year. Please let us know if you would like to be listed as one of our valued donors who has left a legacy at Cabrillo College.

### **4) PROVIDE COPY OF PAGE OF TRUST [optional]**

Some donors provide a copy of the page of their trust which includes the Cabrillo College Foundation. It allows us to review the page(s) of the trust pertinent to Cabrillo College so that we can carry out your intentions and have documentation to keep on file.

**Cabrillo College Foundation**  
**DRAFT MEMORANDUM OF CHARITABLE INTENT**  
**For charitable distributions from the estate of**  
**JOHN SMITH**  
**1/1/2017**

The purpose of this Memorandum of Charitable Intent is to serve as a guide to the Cabrillo College Foundation in carrying out the philanthropic objectives of John Smith.

John Smith has stated that funds distributed from his estate to the Cabrillo College Foundation will support the **John Smith Endowment**.

**Terms and Conditions of the John Smith Endowment:**

1. To support the Cabrillo College Foundation general fund to support the greatest areas of need.
2. Cabrillo College Foundation will determine allocation of funds.

**Cabrillo College Foundation Policies**

Endowed funds are invested with other endowed assets and administered according to the investment and spending policies set by the Cabrillo College Foundation board of directors. The spending policy has a target total return of 7.0% representing 1.5% consumer price index, 1.5% management fee and 4.0% distribution rate calculated over a trailing 12 quarter period. The distribution will be only for endowment funds with a value of 80% or greater than the historical gift value.

The Cabrillo College Foundation meets all standards according to the Uniform Prudent Management of Institutional Funds Act (UPMIFA) governing fiduciary responsibility. The foundation complies with this responsibility by completing the following: prepares a written Statement of Investment Guidelines; develops a Spending Policy; performs due-diligence on investment option; diversifies the assets with "Prudent Experts"; evaluates plan performance to objectives; and continues to evaluate the foundation's investments through changing financial markets.

Earnings on permanently restricted and temporarily restricted assets will be temporarily restricted. Investment earnings and losses, net of investment and management fees, on permanently restricted funds are to be used for the stated intention of those permanently restricted funds.

If it is found that all or part of the income from this fund is no longer needed for the purpose stated, then such gift may be used for other purposes as determined by the Board of Directors, giving special consideration to the interest as evidenced by the criteria of the fund. A 5% gift fee is assessed on all planned gifts and gifts over \$15,000.

**Donors' Review and Confirmation**

I have reviewed this Memorandum of Charitable Intent (MOCI) and confirm that it reflects my wishes. I understand that I have the right to update this MOCI at any time. This MOCI does not constitute a commitment to provide for Cabrillo College Foundation in my estate plan, as my estate plan may be amended, changed, and updated at any time. The MOCI applies to any gifts we do choose to make to Cabrillo College Foundation in my estate plan.

---

John Smith

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Date

# Cabrillo College Foundation

## HERITAGE CLUB

Updated 12.17.25

The Heritage Club honors those who have included a gift to Cabrillo College in their estate plans. Though Cabrillo does not have to be notified of a bequest, it is useful for planning purposes to know that a gift is anticipated. It is often helpful to discuss with donors in advance both the structuring of a gift and whether it will achieve the donors' goals. Additionally, we like to acknowledge the generosity of donors who remember Cabrillo in their wills.

<i>Cornelia S. Ackley</i>	<i>Jim and Dolores Graefe</i>	<i>Fred and Linda McPherson</i>
<i>Dick and Lani Adams</i>	<i>Nancy Gregg</i>	<i>Louella Mehne</i>
<i>Robert Agrella</i>	<i>Jane Gregorius</i>	<i>Richard and Yedida Merrill</i>
<i>Martha Ainsworth</i>	<i>Angelo and Beverly Grova</i>	<i>Karl and Joan Mertz</i>
<i>Fran Anderson</i>	<i>Ken Haber</i>	<i>Norah and David Miller</i>
<i>Anonymous Donors</i>	<i>Dorothy A. Hale</i>	<i>Glenn and Rachelle Millhauser</i>
<i>Dr. Werner Barasch</i>	<i>Linda G. Halloran</i>	<i>Katharine P. Minott</i>
<i>Tila Bañuelos</i>	<i>M. C. Haman</i>	<i>Rick and Ruth Moe</i>
<i>Sharon Barrett</i>	<i>Brad and Teri Handzel</i>	<i>Charles Mons and Jan Ledoux</i>
<i>Greta Bell</i>	<i>Herrick and Julie Hanks</i>	<i>John F. Morgan</i>
<i>Colleen Berlin-Timmons</i>	<i>Richard and DeAnne Hart</i>	<i>Elliott and Trudy Mozée</i>
<i>Carol F. Berman</i>	<i>Paul Harvell</i>	<i>Lloyd Nattkemper</i>
<i>Charles and Lil Blakely</i>	<i>Harry Held</i>	<i>Elice E. Neubauer</i>
<i>Jack and Helen Boone</i>	<i>Brian and Patti Herman</i>	<i>Amy Newell</i>
<i>Patricia Bowden</i>	<i>Bette and Joseph Hirsch</i>	<i>Garrett C. and Ruth Nichols</i>
<i>Janice Bremis</i>	<i>Josephine Holohan</i>	<i>Carol Moore Notaras</i>
<i>Barbara Briley</i>	<i>David and Katharine Hopkins</i>	<i>Christopher Nutley</i>
<i>Sue Broadston</i>	<i>Marilyn L. Horjes</i>	<i>Anne and Daniel Oliver</i>
<i>Douglas and Leslie Brown</i>	<i>Sheila R. Hough</i>	<i>Dale O'Rourke</i>
<i>Jahdo Brown</i>	<i>John Hurd</i>	<i>Zoe Ann Orr</i>
<i>Jess and Laura Brown</i>	<i>Harold A. Hyde</i>	<i>Joseph Padula</i>
<i>Owen Brown and Mary Akin</i>	<i>Helen Irwin</i>	<i>Helen and Fred Palmer</i>
<i>Stephen W. Brown</i>	<i>Millard and Elizabeth Irwin</i>	<i>Mary Ann Parker</i>
<i>John and Linda Burroughs</i>	<i>Roger Janow</i>	<i>Rena Perlino</i>
<i>Lynne and John Caldwell</i>	<i>Erik and Judy Johnson</i>	<i>Dorothy Perry</i>
<i>Max and Marion Caldwell</i>	<i>Harland and Therese Johnson</i>	<i>John and Norma Petersen</i>
<i>Mary Frances Callantine</i>	<i>Walter Francis Johnson</i>	<i>Thomas and Deborah Peterson</i>
<i>Al and Robert Castagnola</i>	<i>Evelyn Kaslow</i>	<i>Dinah Phillips and Gail Groves</i>
<i>Mark Chambers-Bray</i>	<i>Peggy Swenson Kaysen</i>	<i>Mary Polo</i>
<i>Frederick Chen, M.D.</i>	<i>Jeannette and Patricia Keesling Moretti</i>	<i>Richard and Alyce Prudden</i>
<i>Ceil Cirillo</i>	<i>Ragnhild B. Kemme</i>	<i>Vera Pulido</i>
<i>Susan Clow</i>	<i>Brian King</i>	<i>Edward and Alpeda P. Rampoline</i>
<i>Karen Cogswell and John Maenchen</i>	<i>Richard and Diane Klein</i>	<i>Mickey and Elaine Rebecchi</i>
<i>Joan Cook</i>	<i>Leola Lapidus and Bob Katz</i>	<i>Rowland and Pat Rebele</i>
<i>George W. Couch III</i>	<i>James and Velma Leask</i>	<i>Gary Reece</i>
<i>Kathryn Cowan and Paul Shephard</i>	<i>Robert Leet-Corday</i>	<i>Irma Rhodes</i>
<i>Diane Craddock</i>	<i>Lionel and Catherine Lenox</i>	<i>Bud and Lisa Rice</i>
<i>Richard and Theresa Crocker</i>	<i>Albert Leoni</i>	<i>Esther L. Rice</i>
<i>Fern Cruz</i>	<i>Hayley Leventhal</i>	<i>John A. and Mary Barrins Roberts</i>
<i>Mary Cunningham and Bart Kent</i>	<i>Paul and Anne Levin</i>	<i>Bernice Robertson</i>
<i>Wally Dale</i>	<i>Jocelyn Levy</i>	<i>Dr. J. Arthur and Iris Rodgers</i>
<i>Betty Dalziel</i>	<i>Les and Jeane Ley</i>	<i>Anna Sophia Ruiz</i>
<i>James and Jean Davidson</i>	<i>Norman Lezin</i>	<i>Erica Schilling</i>
<i>Marshall G. and Sabrina Delk</i>	<i>Martha A. Lipsanen</i>	<i>Ben Schneider</i>
<i>Darryl Dill and Marilyn Potash</i>	<i>Bailey and Josie Little</i>	<i>Seeds of Tomorrow – Cat Steele</i>
<i>Michelle Donohue-Mendoza and Graciano Mendoza</i>	<i>Wm. F. and Terry Locke-Paddon</i>	<i>Daphne Sgarlato</i>
<i>Nancy Drinkard</i>	<i>Robert and Janet Lockwood</i>	<i>Elinor and Keith Shaffer</i>
<i>Lee and Emily Duffus</i>	<i>Susan Lonnblad</i>	<i>Madeleine Silber</i>
<i>Merritt S. Duncan</i>	<i>Nancy Loshkajian</i>	<i>Melinda and Thomas Silverstein</i>
<i>Benjamin and Janice Dunn</i>	<i>L. Rod Lundquist</i>	<i>Alan and Phyllis Simpkins</i>
<i>Steve Evers</i>	<i>Sandy Lydon</i>	<i>Dale and Kathie Sinor</i>
<i>Cynthia S. T. Fitzgerald</i>	<i>Richard Daggett Lynde</i>	<i>Mr. Robert C. Slawinski</i>
<i>Marguerite Fling</i>	<i>Emily Maloney</i>	<i>Kirkland Smidt</i>
<i>Peggy Flynn</i>	<i>Gerry Mandel</i>	<i>Alan J. and Barbara M. Smith</i>
<i>Elizabeth Foster</i>	<i>Dave and Carol Mann</i>	<i>Gertrude Snibley</i>
<i>Rocky and Judy Franich</i>	<i>Patrick and Jules Martin</i>	<i>Ginny Solari Mazry</i>
<i>Lawrence M. Friedman and Thomas E. Ellison</i>	<i>Joseph and Jean Marvin</i>	<i>Tom Sourisseau</i>
<i>Denise Gallant and Kevin Monahan</i>	<i>Dan and Stephanie Mathews</i>	<i>Alan Souza</i>
<i>Jim and Lynda Gentry</i>	<i>Glenn McConkey</i>	<i>Rachael Spencer and Kevin Rooney</i>
<i>Maria Gitin Torres</i>	<i>Sloan McCormick</i>	<i>Mr. and Mrs. Jerald Spodick</i>
	<i>Joseph McGarry</i>	<i>Carl Stancil</i>

*John Stenovich*  
*Jack and Wendy Stevens*  
*David Stier*  
*Robert and Frances Swenson*  
*Marcela Tavantzis and Jesse Plasencia*  
*Julie Thiebaut*  
*Tibbetts Ellis Family Trust*  
*Al and Barbara Tosta*  
*Vermont Triebig*  
*Margo Trombetta*  
*Donna and Rod Trombly*  
*Johna and Lee Vanderpool*  
*Miguel Vasquez, M.D. and Ann Carroll, M.D.*  
*Edith Waddell*  
*Mary Altier Walker and John Walker*  
*Jane Walton*  
*Jean Walton Wolff*  
*Jane Ward*  
*Peter Weber and Victor Ruder*  
*Rachel Wedeen*  
*Alice Weisenberger*  
*Evans Whitaker and Deborah Bronstein*  
*Lura White*  
*Theo Wierdsma and Julie Hamilton Wierdsma*  
*Wm. and P. A. Winterhalder*  
*Gladys Wishard*  
*Georgina Wong*  
*Abby Young*  
*Floyd and Millie Younger*  
*Sharon Younger*  
*Alice Zecher*

**MEMORANDUM**

**DATE:** February 3, 2026  
**TO:** Board of Directors  
**FROM:** Patrick Andrews  
**SUBJECT:** Employee Handbook Update

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**BACKGROUND**

The Cabrillo College Foundation Employee Handbook was updated in 2017. There have not been any changes to Foundation personnel policies or benefits. Foundation staff has researched other nonprofit employee handbooks and received a local nonprofit organization's handbook that was recently updated, reflecting the latest employment laws. Staff is currently revamping the employee handbook to mirror these updates. (attached separately)

The revisions reflect best practices for nonprofit employers and support consistency, transparency, and risk management. Updates are administrative and operational in nature and do not alter the Foundation's mission, governance structure, or Board authority.

**SUMMARY OF KEY UPDATES**

- Alignment with current federal and California employment laws.
- Updated language related to equal employment opportunity, harassment prevention, and workplace conduct.
- Clarified policies regarding dress code and appearance.
- Reorganized sections for ease of reference and improved navigation.

**TIMING**

January 22	Executive Committee receives first draft of Employee Handbook
February 10	Foundation Board receives draft of Employee Handbook (Consider forming an Ad Hoc Committee to review)
March 1	Final Employee Handbook review by legal counsel
April 9	Executive Committee receives final Employee Handbook for review
April 23	Executive Committee approves Employee Handbook
April 30	Foundation Board receives Employee Handbook to review
May 12	Foundation Board approves Employee Handbook

**MEMORANDUM**

DATE: February 3, 2026  
TO: Board of Directors  
FROM: Patrick Andrews  
SUBJECT: 2026-27 Budget Timeline

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The following is the schedule for the 2026-27 Cabrillo College Foundation budget process:

Week of January 5, 2026	Patrick Andrews begins requesting and collecting information for the 2026-27 budget
Week of January 20, 2026	Eileen Hill and Patrick Andrews to review information and determine if further information is needed
January 26, 2026	Eileen Hill and Patrick Andrews meet to compare prior year trends to 2025-26 plan
February 17, 2026	Patrick Andrews provides Eileen Hill with draft of 2026-27 Budget. Eileen Hill reviews, recommends changes and approves final 2026-27
March 26, 2026	Send recommended Budget to Finance and Investment Committee
April 2, 2026	Finance and Investment Committee reviews 2026-27 Budget and makes recommendation to Executive Committee
April 16, 2026	Send recommended Budget to Executive Committee
April 23, 2026	Executive Committee reviews 2026-27 Budget and makes recommendations to Board of Directors
May 5, 2026	Send recommended Budget to Board of Directors
May 12, 2026	Board of Directors approves 2026-27 Budget

# 2025-26 Cabrillo College Foundation Committee Meetings and Events

## July 1, 2025 - June 30, 2026

Updated 2/3/26

<u>BOARD OF DIRECTORS</u> <i>Tuesdays, 12:00-2:00 pm</i>	<u>FACULTY GRANTS</u> November 20, 2025 2:00 - 4:00 pm	<u>EXCLUSIVE EVENTS FOR PRESIDENT'S CIRCLE MEMBERS</u>  <b>Cabrillo Stage Play and PC Reception</b> <i>\$1,000+ Members</i> July 20, 2025 12:30 pm	<u>EVENT DATES</u>  <b>Retiree Happy Hour</b> October 14, 2025 4:00 pm – 6:00 pm Sesnon House
<b>New Member Orientation</b> August 18, 2025 1:00 - 3:00 pm Sesnon House	<b>WOMEN'S EDUCATIONAL SUCCESS (WES)</b> September 19, 2025 12:00 pm – 1:00 pm (Luncheon) Samper Recital Hall	<b>Dinner at the home of Karen Cogswell and John Maenchen</b> <i>\$10,000+ Members</i> August 20, 2025 5:00 pm	<b>Scholarship Donor Reception</b> October 28, 2025 4:00 pm - 6:00 pm Sesnon House
<b>Meetings:</b> September 9, 2025 (4:00 pm - 6:00 pm) November 11, 2025 February 10, 2026 May 12, 2026	<b>SCHOLARSHIP</b> August 11, 2025 10:30am	<b>Lunch with Cabrillo College President</b> <i>\$5,000 + Members</i> February 25, 2026 12:00 - 1:30 pm Sesnon House	<b>President's Holiday Party</b> December 5, 2025 5:00 PM Sesnon House
<b>AUDIT</b> July 9, 2025 October 6, 2025 2:00 - 3:00 (zoom) November 17, 2025 1:30 - 2:00 (zoom)	<b>CABRILLO ADVANCEMENT PROGRAM</b> Spring 2026	<b>Tapas with Teachers</b> <i>\$1,500+ Members</i> April 8, 2026 5:30 - 7:30 pm Horticulture Center	<b>Faculty and Staff Grants Awards</b> January 22, 2026 4:00 pm – 6:00 pm Sesnon House
<b>EXECUTIVE</b> <b>9:00-10:30 am</b> August 21, 2025 October 30, 2025 January 22, 2026 April 23, 2026	<b>STUDENT VETERANS ENDOWMENT</b> August 26, 2025 3:00 pm (kick-off meeting)	<b>Culinary Student Showcase</b> <i>\$2,500+ Members</i> April 30, 2026 6:00 - 8:00 pm Sesnon House	<b>President's Welcome Reception</b> February 17, 2026 5:00 - 7:00 pm Sesnon House
<b>FINANCE AND INVESTMENT</b> <b>9:00-10:30 am</b> August 14, 2025 October 30, 2025 January 15, 2026 April 2, 2026	October 13, 2025 3:00 pm - 4:00 pm	<b>Curated Cabrillo Experience</b> <i>\$15,000+ Members</i> Spring 2026 TBD	<b>Cabrillo Advancement Program (CAP) Ceremony</b> March 10, 2026 6:00 pm Crocker Theater
<b>NOMINATING</b>	November 5, 2025 11:30 am (donor luncheon)	<i>Next fiscal year</i> <b>Cabrillo Stage Play and PC Reception</b> <i>\$1,000+ Members</i> July 19, 2026 12:30 pm Sesnon House	<b>Heritage Club Lunch</b> March 18, 2026 12:00 pm – 1:30 pm Sesnon House
<b>PRESIDENT'S CIRCLE</b> September 2, 2025 5:00 pm (kick-off party)	<b>STROKE AND DISABILITY CENTER</b> October 9, 2025 2:30 pm- 3:00 pm (Kick-off meeting #1)		<b>American Dream Scholarship Ceremony</b> May 2026 TBD 4:00 - 5:00 pm
October 19, 2025 (packet pick up)	October 10, 2025 1:45 pm-2:30 pm (Kick-off meeting option #2)		
Spring, 2025 TBD 5:00 pm – 7:00 pm (wrap-up party)	November 5, 2025 2:30 pm- 3:30 pm		
	<b>CABRILLO STAGE</b> October 28, 2025 (Kick-off meeting)		

# 2025-26 Cabrillo College Foundation Committee Roster – Updated 1/15/2026

<p><b>BOARD OF DIRECTORS</b></p> <p>Pegi Ard Blanca Baltazar-Sabbah, VP Student Services Michele Bassi, President Claire Biancalana Jenn Capps, CC President 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 Vance Landis Rick Li Fo Sjoe 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 Kristin Wilson, Faculty Representative Donna Ziel, College Trustee</p> <p><b>AUDIT</b> Chair: Karen Semingson David Heald Spenser Russell Staff: Eileen Hill Patrick Andrews</p> <p><b>EXECUTIVE</b> Michele Bassi, President Karen Cogswell, CFO Ed Newman, Past President Julie Thiebaut, Vice President Jenn Capps, CC President Staff: Eileen Hill Patrick Andrews</p> <p><b>WOMEN'S EDUCATIONAL</b></p>	<p><b>FINANCE &amp; INVESTMENTS</b> CFO: Karen Cogswell Pegi Ard Owen Brown Marshall Delk David Heald Gun Ruder Trevor Strudley Staff: Eileen Hill Patrick Andrews</p> <p><b>CABRILLO ADVANCEMENT PROGRAM (CAP)</b> 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</p> <p><b>FACULTY GRANTS</b> Owen Brown Les Forster Mary Gaukel Omar Gonzalez-Benitez Inga Gonzalez Moses Francisco Íñiguez Diane Koenig Vance Landis Rick Li Fo Sjoe Ana Ruiz David Schwartz Ron Sekkel Staff: Eileen Hill, Caitlin Bonura</p> <p><b>NOMINATING</b> Michele Bassi Claire Biancalana Cory Ray Julie Thiebaut Rachel Wedeen Lead Staff: Eileen Hill</p> <p><b>STROKE AND DISABILITY CENTER</b></p>	<p><b>PRESIDENT'S CIRCLE</b> Co-chairs: Rachael Spencer Owen Brown Kalena Allard Mike Allard Mary Altier Walker Pegi Ard Jim Baker Ed Banks Claire Biancalana Linda Burroughs Marilyn Calciano Karen Cogswell Freny Cooper Kathryn Cowan Michelle Donohue-Mendoza Lee Duffus Kristin Fabos Duf Fischer Paula Fischer Peggy Flynn Jan Furman Jackie Heald Kent Imai Mary James Diane Koenig Julie Lambert Vance Landis Patty Lezin Keith McKenzie Fred McPherson Annie Morhauser Ed Newman Earleen Overend Erica Ow William Ow Wayne Palmer Cam Primavera Karen Primavera Ron Sekkel Ginny Solari Mazry Julie Thiebaut John Walker Rachel Wedeen Theo Wierdsma Staff: Caitlin Bonura</p>	<p><b>SCHOLARSHIP</b> 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</p> <p><b>VETERANS COMMITTEE</b> Co-chairs: Kevin Umana Linda Mejia JuanDiego Alvarez Flor Chacon Ricardo Espinoza Kristin Fabos Les Forster Mary Govaars John Graulty Rick Gubash Katherine Love Tera Martin Steve Schearer Rachael Spencer Chuck Woodson Donna Ziel Staff: Eileen Hill, Jessie Palmer</p>
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**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 Amezcuia  
Sue Bruckner  
Lauren Cole  
Olga Diaz  
Mario Garcia  
Ofelia Garcia  
Holly Goodman  
Groppi  
Judith Guerrero  
Gabby Huezo  
Katherine Love  
Michelle Morton  
Ana Rodriguez  
Lupe Rodriguez  
Jo-Ann Panzardi  
Magdalena Serrano  
Tasha Sturm  
Windy Valdez  
Marilyn Zanetti  
Jenna Zeller  
*Staff:* Caitlin Bonura

***Committee Chair:Sally Weiss***

Debora Bone  
Cynthia FitzGerald  
Penny Hanna  
Courtney Hewitt  
Jennie Jet D'Antonio  
Beth McKinnon  
Irene Segura  
Elaine and Dennis Tracy  
Merritt Tucker  
Jodi Zenczak  
*Staff: Eileen Hill, Jessie Palmer*

**CABRILLO STAGE**

*Committee Chair:Andrea Hart*  
Dave Bartoletti  
Gail Evans  
Kelly Mack  
Morgan Miller  
Norah and Dave Miller  
*Staff: Eileen Hill, Jessie Palmer*