

SOUTHWESTERN COLLEGE FOUNDATION

MEETING AGENDA

Tuesday, March 22, 2016

7:30 a.m. – 8:30 a.m.

LOCATION: BUILDING 210, ROOM 214

1. WELCOME/ CALL TO ORDER–Ricardo A. Macedo
2. APPROVAL OF MINUTES- **ACTION** (Enclosure)–Ricardo A. Macedo
A. February 23, 2016
3. TREASURERS REPORT – (Enclosure) – Cynthia Reyna
A. Financial Report February 2016
4. GOVERNING BOARD REPORT–Griselda Delgado, SWC Governing Board Trustee
5. SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D., Superintendent/President
6. COMMITTEE REPORTS–Ricardo A. Macedo
 - A. Executive Committee – Zaneta S. Encarnacion/Ricardo A. Macedo
 - Retreat Feedback
 - MOU/Master Agreement
 - B. Fundraising Committee – Melyn Acasio
 - 2016 Golf Tournament, May 6
 - 2016 Luncheon, November 4
8. PRESENTATION: Mariachi Garibaldi, Jeff Nevin
9. ADJOURNMENT–Ricardo A. Macedo

Next meeting date: April 26, 2016

Upcoming events: SWC Student Awards Ceremony, Wednesday, April 6th
SWC Athletic Hall of Fame Banquet, Saturday, April 23rd

Item #2.A

Draft Meeting Minutes for February 23, 2016

March 22, 2016

SOUTHWESTERN COLLEGE FOUNDATION

MEETING MINUTES

Tuesday, February 23, 2016

7:30 a.m. – 8:30 a.m.

Present: Ben Green, Ricardo Macedo, Melinda Nish, Melyn Acasio, Joe Martinez, Cynthia Reyna, Ruben Garcia, Mitch Thompson, Halé Richardson, Griselda Delgado, David Hoffman, Chayo Moreno, Zaneta Encarnacion, Jean Roesch, Kimberly Grady, Lisa Johnson, Jesse Navarro, and Sofia Corona

Absent: Patti Finnegan, Lorena Victoria, and Hank Murphy

Recorder: Dawn Perez

1. WELCOME/ CALL TO ORDER – Ricardo A. Macedo
The meeting was called to order at 7:35 a.m.
2. APPROVAL OF MINUTES- **ACTION** (Enclosure) – Ricardo A. Macedo
A. Motion was made by Cynthia Reyna, seconded by Mitch Thompson and unanimously approved to accept the January 26, 2016 meeting minutes.
3. INVESTMENT PRESENTATION – Richard Ina, UBS
Richard Ina gave a presentation on investment activities and results over the past year.
4. GOVERNING BOARD REPORT – Griselda Delgado, SWC Governing Board Trustee
Trustee Delgado reported as follows:
 - Board is happy to support SWCF and approved the creation of two classified positions for the Foundation;
 - SWC hosted a successful reception for SUHSD Superintendent Janney.
5. SUPERINTENDENT/PRESIDENT REPORT – Angelica Suarez, Ph.D., Acting Superintendent/President
Superintendent/President Nish reported as follows:
 - SWC received the accreditation decision from ACCJC regarding our accreditation visit. Results are that SWC was reaffirmed and will be given 18 months to improve and file a report and will also receive a follow-up visit. Dr. Nish is working with the commission regarding some of the report contents. The accreditation report noted that the MOU between the SWC Foundation and the District should be updated. Dr. Nish reminded the directors that this has been worked on and was tabled until the executive director was hired and that this effort is now in process again;
 - The District has been informed that it needs to increase its contribution significantly to the PERS and STRS retirement systems;
 - Governor's budget proposed in January is very cautious;
 - San Diego Community College District is beginning a program called "Promise" with 200 students chosen from SD Unified and their continuing education program. Students must enroll with at least 12 units and all fees are waived and they will receive \$1,000 in book scholarships. 75% of all SWC students currently receive the

Board of Governors (BOG) fee waiver because of income. We will be monitoring their progress.

6. TREASURERS REPORT – (Enclosure) – Cynthia Reyna
 - A. Cynthia Reyna presented the Financial Report January 2016
7. COMMITTEE REPORTS – Ricardo A. Macedo
 - A. Nominating Committee – **ACTION** – Jesse Navarro and Ruben Garcia
 - Motion made by David Hoffman, seconded by Ben Green and unanimously approved to renew Hank Murphy’s board term through February 2019.
 - B. Request for Funds Committee – **ACTION** – Joe Martinez
 - Motion made by Ruben Garcia, seconded by Jesse Navarro to increase the funding level from \$10,000 (approved funding level) by \$9,715 for a total of \$19,715 to allow funding at the level (recommendation #1) recommended by the RFF Committee. This motion was unanimously approved.
 - C. Fundraising Committee – Melyn Acasio
 - 2016 Golf Tournament, May 6
Sponsorship packets were emailed to directors. Kennedy Golf will be assisting with the golf tournament. Melyn thanked newest board member, Lisa Johnson for jumping right in and helping secure sponsorships for this event.
 - 2016 Luncheon, November 4
Marriott Coronado and Coastera are being looked at as potential venues.
8. EXECUTIVE DIRECTOR REPORT– Zaneta Encarnacion
 - A. Retreat, March 12 at Liberty Station 9am-1pm
 - B. Alumni Festival, March 11, San Diego Gulls game. This is a collaboration of the community college alumni programs within San Diego and Imperial Counties.
9. ADJOURNMENT – Ricardo A. Macedo
The meeting was adjourned at 9 a.m.

Item #3.A
Financial Report February 2016

SOUTHWESTERN COLLEGE FOUNDATION

FUNDS SEGREGATION REPORT

02/01/16 - 02/29/16

	Account Name	Fair Market Value as of February 1, 2016	Inflow	Outflow	Gain/(Loss)	Fair Market Value as of February 29, 2016
Unrestricted Funds Accounts						
	UBS Brokerage Accounts	\$196,066.84	\$0.00	\$6.00	-\$3,233.95	\$192,826.89
	Seacoast Commerce Bank Checking	\$57,943.35	\$17,220.56	\$44,717.69	\$0.00	\$30,446.22
	Seacoast Commerce Bank Savings	\$45,560.96	\$5.43	\$0.00	\$0.00	\$45,566.39
	Sub-Totals	\$299,571.15	\$17,225.99	\$44,723.69	-\$3,233.95	\$268,839.50
Temporarily Restricted Funds Accounts						
	UBS Brokerage Account (See Attachment for Scholarship Funds Breakdown)	\$660,057.60	\$14,508.69	\$0.00	-\$10,560.92	\$664,005.37
	Seacoast Commerce Bank Checking (See Attachment for Pilot Program Accounts Breakdown)	\$5,957.69	\$25.00	\$632.69	\$0.00	\$5,350.00
	Sub-Totals	\$666,015.29	\$14,533.69	\$632.69	-\$10,560.92	\$669,355.37
	Total Funds Accounts	\$965,586.44	\$31,759.68	\$45,356.38	-\$13,794.87	\$938,194.87

SOUTHWESTERN COLLEGE FOUNDATION

Profit & Loss

For The Eight Months Then Ended February 29, 2016

(UNAUDITED)

	<u>Feb'16</u>	<u>Year-to-Date</u>
Ordinary Income/Expense		
Annual Fund - Unrestricted	0.00	1,750.00
Dividend/Interest - Unrestricted	305.09	3,490.41
Dividend/Interest - Temporarily Restricted	1,087.09	11,791.24
Realized gain/loss · Unrestricted	-3,539.04	-13,409.34
Realized gain/loss · Temporarily Restricted	-11,642.58	-46,770.57
Direct Public Contributions- Temporarily Rest.	31.00	-214.00
Direct Public Contributions- Unrestricted	940.00	12,002.39
Total Income	<u>-12,818.44</u>	<u>-31,359.87</u>
Gross Profit	-12,818.44	-31,359.87
Expenses		
Bank Fees	0.00	739.27
Campus Activities/Events	19,573.13	49,492.99
Outside Services	0.00	9,824.00
Stipends	0.00	900.00
Postage	0.00	42.92
Taxes and Fees	0.00	105.00
Investment Expense	0.00	8,126.16
Total Expense	<u>19,573.13</u>	<u>69,230.34</u>
Net Ordinary Income	<u>-32,391.57</u>	<u>-100,590.21</u>
Other Income/Expense: Special Events		
2015 Afternoon Luncheon		
Income	2,500.00	66,631.00
Expenses	-	14,996.40
2015 Afternoon Luncheon	<u>2,500.00</u>	<u>51,634.60</u>
Total Other Income/Expense: Special Events	<u>2,500.00</u>	<u>51,634.60</u>
Net Income / Loss	<u>(29,891.57)</u>	<u>(48,955.61)</u>

SOUTHWESTERN COLLEGE FOUNDATION

Statement of Financial Position

FEBRUARY 2016

(UNAUDITED)

ASSETS

Checking/Savings			
Operating Account	\$	35,796.22	
Money Market Account		<u>45,566.39</u>	
Total Checking/Savings			\$ 81,362.61
Other Current Assets			
Prepaid Expenses Fundraising- Golf T.		<u>750.00</u>	
Total Other Current Assets			750.00
Other Assets			
Marketable Securities			
Unrestricted		192,826.88	
Temporarily Restricted		<u>664,005.38</u>	
Total Marketable Securities			
Total Other Assets			<u>856,832.26</u>
TOTAL ASSETS			\$ <u>938,944.87</u>

LIABILITIES & NET ASSETS

Other Current Liabilities			
Unearned/Deferred Revenue - Golf T.	\$	<u>2,500.00</u>	
Total Other Current Liabilities			\$ <u>2,500.00</u>
Total Liabilities			\$ 2,500.00
Net Assets			
Temp. Restricted Net Assets		732,680.76	
Unrestricted Net Assets		252,719.72	
Net Income		<u>-48,955.61</u>	
Total Net Assets			<u>936,444.87</u>
TOTAL LIABILITIES & NET ASSETS			\$ <u>938,944.87</u>

Southwestern College Foundation
Temporarily Restricted Funds Accounts Detail - 02/01/16 - 02/29/16

Scholarship Funds

Account Description	FMV - 02/01/16	Inflow	Outflow	Gain/(Loss) -0.016	FMV - 02/29/16
♦ Athletic Endowment - 061	\$14,108.39			(225.73)	\$13,882.65
♦ CAN Scholarship - 032	\$133,670.12		\$0.00	(2,138.72)	\$131,531.40
♦ Douglas Barnhart Scholarship - 059	\$38,674.40		\$0.00	(618.79)	\$38,055.61
♦ Eastlake Company - 058	\$27,776.11		\$0.00	(444.42)	\$27,331.69
♦ Garden of Giving -037	\$72,301.91		\$0.00	(1,156.83)	\$71,145.08
♦ Jean Wear Scholarship - 056	\$6,756.64			(108.11)	\$6,648.54
♦ McMillin Companies - 052	\$31,476.81		\$0.00	(503.63)	\$30,973.18
♦ Metallic Scholarship - 016	\$12,318.60		\$0.00	(197.10)	\$12,121.51
♦ M. Watkins Scholarship - 036	\$14,919.08			(238.71)	\$14,680.38
♦ Otay Mesa Child Development - 044	\$17,246.48			(275.94)	\$16,970.54
♦ Tantalo/Conti Scholarship - 033	\$46,418.54		\$0.00	(742.70)	\$45,675.84
♦ Sarah Riker Scholarship - 046	\$5,256.25			(84.10)	\$5,172.15
♦ Hayden Stewart Scholarship - 034	\$102,509.53	\$6.00	\$0.00	(1,640.15)	\$100,875.37
♦ Valenzuela Scholarship - 055	\$13,613.98		\$0.00	(217.82)	\$13,396.15
♦ WalMart Scholarship -060	\$10,435.25		\$0.00	(166.96)	\$10,268.28
♦ Luckman Scholarship -066	\$6,234.96			(99.76)	\$6,135.20
♦ Lassman Scholarship - 054	\$13,556.83	\$0.00	\$0.00	(216.91)	\$13,339.92
♦ Veterans Scholarship Fund - 062	\$0.00	\$14,502.69			\$14,502.69
♦ Carolyn Brady Fund - 053	\$92,783.72		\$0.00	(1,484.54)	\$91,299.18
Totals	\$660,057.60	\$14,508.69	\$0.00	-\$10,560.92	\$664,005.37

Program Accounts Pilot Program

Account Description	FMV - 02/01/16	Inflow	Outflow	Gain/(Loss)	FMV - 02/29/16
♦ SWC Retirees Scholarship Fund	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00
♦ Micro Enterprise Family Child Care Program	\$1,250.00	\$0.00	\$0.00	\$0.00	\$1,250.00
♦ SSG Joshua P Mattero Memorial Fnd	\$632.69	\$0.00	\$632.69	\$0.00	\$0.00
♦ Presidents Circle	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
♦ SWC Sun	\$1,325.00	\$25.00	\$0.00	\$0.00	\$1,350.00
Totals	\$5,957.69	\$25.00	\$632.69	\$0.00	\$5,350.00