

SOUTHWESTERN COLLEGE FOUNDATION

MEETING MINUTES

Tuesday, December 15, 2015

7:30 a.m. – 8:30 a.m.

LOCATION: BUILDING 210, ROOM 214

Present: Ben Green, Holly Hiding, Ricardo Macedo, Melinda Nish, Melyn Acasio, Jean Roesch, Hank Murphy, Mitch Thompson, Kimberly Grady, Linda Gilstrap, Jesse Navarro, Halé Richardson, Nora Vargas, David Hoffman, and Chayo Moreno

Absent: Patti Finnegan, Joe Martinez, Cynthia Reyna, Lorena Victoria, Ruben Garcia, and Sofia Corona

Guests: Gabriel Martinez and Halim Yudiono from Armando Martinez & Co., CPAs

Recorder: Dawn Perez

1. WELCOME/ CALL TO ORDER – Ricardo A. Macedo
The meeting was called to order at 7:34 a.m.
2. APPROVAL OF MINUTES- **ACTION** (Enclosure) – Ricardo A. Macedo
 - A. Motion made by Melyn Acasio, seconded by Chayo Moreno and approved to accept the minutes for November 24, 2015 with Halé Richardson abstaining.
3. PRESENTATION – FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR’S REPORT FY END 6/30/15 (Enclosure) – Ricardo A. Macedo
 - A. A presentation of the Financial Statements and Independent Auditor’s Report FY End 6/30/15 was given by Gabriel Martinez, Armando Martinez and Company, CPAs
4. GOVERNING BOARD REPORT – Nora Vargas, SWC Governing Board Trustee
Trustee Vargas reported as follows:
 - She thanked the directors for their time and hard work over this past year. She further reported that the Governing Board is looking forward to the new phase the Foundation will embark on once the Executive Director starts.
 - The Governing Board is having their organizational meeting tonight.
5. SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.
Superintendent/President Nish reported as follows:
 - Interviews have been completed and a job offer was made and accepted by Zaneta Encarnacion for the SWC Foundation Executive Director. Ms. Encarnacion will begin in January 2016. She gave the directors who served on the interview committees an opportunity to share their thoughts regarding the process. Zaneta is well known in the community and several directors expressed pleasure that she will be joining the Foundation

6. COMMITTEE REPORTS – Ricardo A. Macedo
 - A. Nominating Committee – **ACTION** – Ruben Garcia/Jesse Navarro
 - A motion was made by Mitch Thompson, seconded by Jesse Navarro and unanimously approved to renew Jean Roesch’s term to December 2018.
 - B. Fundraising Committee – Melyn Acasio
 - 2016 Golf Tournament
 - Committee Co-chairs – Hank Murphy and Jesse Navarro agreed to co-chair this event.
 - Date for event – Preferred date is Friday, May 6, 2016. Hank Murphy has arranged to host a meeting at Sycuan on Monday, December 21, 2015 to begin discussing details.
7. SCHOLARSHIPS – Ricardo A. Macedo
 - A. Needs Based Scholarship Recommendations
 - Ricardo asked the directors to review the draft handout. Linda Gilstrap provided background information about \$5,000 in seed money provided by SWCF in 2011 to start an emergency loan/scholarship fund. In consultation with Student Services personnel, Linda found that they would like to see similar criteria this time around. It was suggested that this be considered a pilot program. Mitch Thompson, Nora Vargas, Chayo Moreno, Kimberly Grady, and Jean Roesch volunteered to serve on an ad-hoc committee to develop this initiative further.
8. POTENTIAL RETREAT DATES – Ricardo A. Macedo
 - A. Consensus was reached to hold March 12, 2016 as the date for a half-day retreat.
9. TREASURERS REPORT – (Enclosure) – Cynthia Reyna
 - A. Financial Report November 2015 was presented by Ricardo Macedo.
10. ADJOURNMENT – Ricardo A. Macedo

The meeting was adjourned at 8:39 a.m.

Next meeting date: January 26, 2016