

**SOUTHWESTERN COLLEGE FOUNDATION  
MEETING AGENDA  
Tuesday, April 23, 2013 ♦ 7:30 a.m. – 8:30 a.m.  
LOCATION: ROOM L238 North**

1. **WELCOME / CALL TO ORDER – Ben Green**
2. **APPROVAL OF MINUTES – ACTION (Enclosure) – Ben Green**
  - A. March 19, 2013
3. **TREASURERS REPORT – Information – (Enclosures) – David Hoffman**
  - A. Financial Report – David Hoffman
4. **PATIO HEATER PURCHASE – ACTION– Ben Green**
5. **COMMITTEE REPORTS – Ben Green**
  - A. Nominating Committee – **ACTION**– Ruben Garcia/Jesse Navarro
    - Renew the term of Patti Finnegan for another 3-year term to April 2016
  - B. Fundraising Committee
    - Golf Tournament – Patti Finnegan
    - Gala 2013 – Melyn Acasio
    - Electronic Scoreboard Fundraising – Ben Green
  - C. Executive Committee – Ben Green
    - Set a date/location for this year’s Directors Retreat. Check availability for July 13, 20, and 27
  - D. Request for Funds Committee – (Enclosure) – Joe Martinez
    - Funding Report for FY 2012-13
    - RFF Procedures Marketing Campaign
6. **GOVERNING BOARD REPORT – Humberto Peraza**
7. **SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.**
8. **ADJOURNMENT – Ben Green**

**Next meeting date: May 28, 2013**

**Upcoming Events:**

Athletics Hall of Fame Banquet – April 27, 2013  
Golf Tournament – May 1, 2013  
SODA/Student Awards Ceremony – May 14, 2013  
Graduation – May 29, 2013

Item #2.A  
3/19/13 Minutes

**SOUTHWESTERN COLLEGE FOUNDATION**  
**MEETING MINUTES**  
**Tuesday, March 19, 2013 ♦ 7:30 a.m. – 8:30 a.m.**

**Present:** Ben Green, Linda Gilstrap, Patti Finnegan (arrived at 7:38 a.m. and departed at 8:00 a.m.), Melinda Nish, Humberto Peraza (arrived at 7:45 a.m.), Melyn Acasio, Joe Martinez (departed at 8:51 a.m.), Chayo Moreno, Mitch Thompson, David Hoffman, Holly Hidinger, Hank Murphy, Ruben Garcia (arrived at 7:44 a.m. and departed at 8:25 a.m.) and Cynthia Reyna (arrived at 7:37 a.m.).

**Absent:** Dukie Valderrama, Jesse Navarro, Jean Roesch, and Kimberly Paul

**Recorder:** Dawn Perez

**1. WELCOME / CALL TO ORDER – Ben Green**

President Green called the meeting to order at 7:36 a.m. and welcomed everyone.

**2. APPROVAL OF MINUTES – ACTION (Enclosure) – Ben Green**

A. Motion made by Melyn Acasio, seconded by Holly Hidinger and unanimously approved to accept the minutes for February 26, 2013.

**3. TREASURERS REPORT – Information – (Enclosures) – David Hoffman**

A. UBS Investment Account Report – Richard Ina, UBS Representative  
Mr. Ina reviewed how the investment account has performed since it was opened in May 2012 and spent several minutes answering questions from the directors.

B. Financial Report – David Hoffman

The financial report was presented by David Hoffman. Discussion took place and Ben advised the directors that we have several banking issues that need to be addressed such as debit card, credit card acceptance, and check signatory authority. Ben suggested that we review our banking needs and consider going out to bid. Further discussion took place regarding Foundation program accounts and the relationship between the Foundation and the Grants unit, particularly in regards to compliance for grants.

**4. REPORTS – Ben Green**

A. Fundraising Committee

- Spring Golf Tournament – Patti Finnegan

Cynthia Reyna reported on behalf of the committee that the golf tournament is moving forward and that the focus needs to be on getting commitments for foursomes, sponsorships and raffle/auction prizes. The directors were reminded that the committee is asking each director to secure at least one foursome each.

- Gala 2013 – Melyn Acasio

Melyn reported that the date has been confirmed for September 21, 2013. It was suggested that we look at Lowes as well to do a cost comparison with holding the Gala on campus. Linda shared information with the directors regarding a Veterans Welcome Center as the fundraising focus of the Gala. David Hoffman volunteered to approach McFarlane and negotiate an agreement that is in line with the budget. The Jacobs Center was also suggested as a possibility.

B. Request for Funds Committee – (Enclosure) – Joe Martinez

- Joe Martinez presented the Funding Report for FY 2012-13.
- Joe Martinez explained the RFF procedures marketing campaign to help transition the campus and community to the new procedures. The suggestion was made that a forum be held approximately 30-days before the submission deadline to help everyone with the new procedures.

**5. GOVERNING BOARD REPORT – Humberto Peraza**

Trustee Peraza reported that discussions with Sweetwater Union HSD are moving forward regarding adult education. He further reported that negotiations are continuing with the faculty and that layoff notices will not be sent out. Public meetings have been held with the other constituent groups. Trustee Peraza also reported that one of the Governing Board trustees chose to resign. A replacement will be appointed to the vacated seat.

6. **SUPERINTENDENT/PRESIDENT REPORT – Melinda Nish, Ed.D.**

Dr. Nish reported that there is a great deal of cooperation with Sweetwater Union HSD and that joint cabinet meetings are being held periodically to discuss large joint efforts, specifically for us that would be SB1456, the Student Success Act. Dr. Nish invited everyone to attend the Facilities Master Plan presentation on Wednesday, March 20<sup>th</sup>. She explained what is proposed for the Chula Vista campus, the centers, and the corner lot. Lastly, Dr. Nish reported that she has talked twice with consultants hired by the City of Chula Vista regarding a Chula Vista University and Research Center in eastern Chula Vista. She advised that this project is conceptual at this point. There will be a lot of future discussion regarding this project.

**ADJOURNMENT – Ben Green**

The meeting was adjourned at 9:00 a.m.

Item #3.A  
Financial Report March 31, 2013

# SOUTHWESTERN COLLEGE FOUNDATION

## Statement of Financial Position

March 31, 2013

(UNAUDITED)

### ASSETS

Checking/Savings			
Operating Account	\$	77,850.18	
Money Market Account		<u>35,948.64</u>	
Total Checking/Savings			\$ 113,798.82
Pledges Receivable		<u>20.00</u>	
			20.00
Other Assets			
Marketable Securities			
Unrestricted		161,424.40	
Temporarily Restricted		<u>667,419.90</u>	
Total Marketable Securities			
Total Other Assets			<u>828,844.30</u>
<b>TOTAL ASSETS</b>			<b>\$ <u>942,663.12</u></b>

### LIABILITIES & NET ASSETS

Other Current Liabilities			
Due to Southwestern College	\$	29,101.00	
Community Outreach		<u>2,462.10</u>	
Total Current Liabilities	\$	<u>31,563.10</u>	
Total Liabilities			\$ 31,563.10
Net Assets			
Temp. Restricted Net Assets		646,075.00	
Unrestricted Net Assets		159,235.42	
Net Income		<u>105,789.60</u>	
Total Equity			<u>911,100.02</u>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>			<b>\$ <u>942,663.12</u></b>

# SOUTHWESTERN COLLEGE FOUNDATION

## Profit & Loss

For The Nine Months Ended March 31, 2013

(UNAUDITED)

	<u>Mar'13</u>	<u>Year-to-Date</u>
<b>Ordinary Income/Expense</b>		
Dividend/Interest - Unrestricted	1,751.11	15,179.41
Dividend/Interest - Restricted	752.01	6,537.87
Realized gain/loss · Unrestricted	4,071.46	2,586.32
Realized gain/loss · Temporarily Restricted	12,336.07	55,256.25
Direct Public Contributions- Temporarily Rest.	506.00	46,746.40
Direct Public Contributions- Unrestricted	1,254.00	8,918.78
<b>2012 Gala Scholarship Income:</b>	0.00	83,280.50
	<u>20,670.65</u>	<u>218,505.53</u>
<b>Total Income</b>		
	<u>20,670.65</u>	<u>218,505.53</u>
<b>Gross Profit</b>	20,670.65	218,505.53
<b>Expenses</b>		
On-Going Financial Comm. (Agreements)		
Raised the Paddle	0.00	11,550.00
<b>Students of Dist. Award (SODA)</b>	12,500.00	12,500.00
Bank Fees - Merchant Service	0.00	99.95
<b>Campus Activities/Events</b>	8,550.00	14,800.00
Outside Services	0.00	9,136.00
Stipends	0.00	250.00
Community Events	0.00	475.00
<b>Hospitality</b>	64.00	1,048.27
Postage	0.00	90.00
Supplies	0.00	91.49
Taxes and Fees	0.00	80.00
<b>Investment Expense</b>	-37.26	6,865.56
Conference, Conventions, Meetings	0.00	510.00
<b>Total 2013 Golf Tournament Expenses</b>	<b>650.00</b>	<b>650.00</b>
Total Gala 2012 Expenses	0.00	55,219.66
	<u>21,726.74</u>	<u>112,715.93</u>
<b>Total Expense</b>		
	<u>21,726.74</u>	<u>112,715.93</u>
<b>Net Ordinary Income</b>	<u>-1,056.09</u>	<u>105,789.60</u>
<b>Net Income</b>	<u><u>-1,056.09</u></u>	<u><u>105,789.60</u></u>

**SOUTHWESTERN COLLEGE FOUNDATION**

**FUNDS SEGREGATION REPORT**

03/01/13 -03/31/13

Account Name	Fair Market Value as of March 1, 2013	Inflow	Outflow	Gain/(Loss)	Fair Market Value as of Mar. 31, 2013
<b>Unrestricted Funds Accounts</b>					
UBS Brokerage Accounts	\$155,570.57	\$37.26	\$6.00	\$5,822.57	\$161,424.40
Wells Fargo Checking	\$36,471.49	\$21,260.00	\$21,764.00	\$0.00	\$35,967.49
Wells Fargo Savings	\$35,947.11	\$1.53	\$0.00	\$0.00	\$35,948.64
<b>Sub-Totals</b>	<b>\$227,989.17</b>	<b>\$21,298.79</b>	<b>\$21,770.00</b>	<b>\$5,822.57</b>	<b>\$233,340.53</b>
<b>Temporarily Restricted Funds Accounts</b>					
UBS Brokerage Account (See Attachment for Scholarship Funds Breakdown)	\$654,327.35	\$6.00	\$0.00	\$13,086.55	\$667,419.90
Wells Fargo Checking (See Attachment for Pilot Program Accounts Breakdown)	\$41,382.69	\$500.00	\$0.00	\$0.00	\$41,882.69
<b>Sub-Totals</b>	<b>\$695,710.04</b>	<b>\$506.00</b>	<b>\$0.00</b>	<b>\$13,086.55</b>	<b>\$709,302.59</b>
<b>Total Funds Accounts</b>	<b>\$923,699.21</b>	<b>\$21,804.79</b>	<b>\$21,770.00</b>	<b>\$18,909.12</b>	<b>\$942,643.12</b>



Southwestern College Foundation  
Temporarily Restricted Funds Accounts Detail - 03/01/13 - 03/31/13

Scholarship Funds

Account Description	FMV - 03/01/13	Inflow	Outflow	Gain/(Loss)	FMV - 03/31/13
◆ Athletic Endowment - 061	\$12,226.10			244.52	\$12,470.62
◆ CAN Scholarship - 032	\$121,468.44		\$0.00	2,429.37	\$123,897.81
◆ Douglas Barnhart Scholarship - 059	\$35,637.26			712.75	\$36,350.00
◆ Eastlake Company - 058	\$30,701.95			614.04	\$31,315.99
◆ Garden of Giving -037	\$69,528.98	\$0.00		1,390.58	\$70,919.56
◆ Jean Wear Scholarship - 056	\$5,855.20			117.10	\$5,972.30
◆ McMillin Companies - 052	\$30,822.11			616.44	\$31,438.55
◆ Metallic Scholarship - 016	\$11,552.90			231.06	\$11,783.96
◆ M. Watkins Scholarship - 036	\$12,928.63	\$0.00		258.57	\$13,187.21
◆ Otay Mesa Child Development - 044	\$14,945.52			298.91	\$15,244.43
◆ Tantalo/Conti Scholarship - 033	\$44,084.99			881.70	\$44,966.69
◆ Sarah Riker Scholarship - 046	\$4,554.98			91.10	\$4,646.08
◆ Hayden Stewart Scholarship - 034	\$93,986.51	\$6.00		1,879.73	\$95,872.24
◆ Valenzuela Scholarship - 055	\$18,429.27			368.59	\$18,797.86
◆ WalMart Scholarship -060	\$10,152.26			203.05	\$10,355.31
◆ SCEA Scholarship - 065	\$6,565.03	\$0.00		131.30	\$6,696.34
◆ Luckman Scholarship -066	\$5,403.11			108.06	\$5,511.17
◆ Lassman Scholarship - 054	\$14,063.64			281.27	\$14,344.92
◆ Carolyn Brady Fund - 053	\$111,420.47			2,228.41	\$113,648.88
<b>Totals</b>	<b>\$654,327.35</b>	<b>\$6.00</b>	<b>\$0.00</b>	<b>\$13,086.55</b>	<b>\$667,419.90</b>

Program Accounts Pilot Program

Account Description	FMV - 03/01/13	Inflow	Outflow	Gain/(Loss)	FMV - 03/31/13
◆ SWC Retirees Scholarship Fund	\$1,250.00	\$500.00	\$0.00	\$0.00	\$1,750.00
◆ Micro Enterprise Family Child Care Program	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
◆ SBDC Small Business Development Ctr	\$37,500.00	\$0.00	\$0.00	\$0.00	\$37,500.00
◆ SSG Joshua P Matterno Memorial Fnd	\$632.69	\$0.00	\$0.00	\$0.00	\$632.69
◆ Presidents Circle	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
<b>Totals</b>	<b>\$41,382.69</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$41,882.69</b>

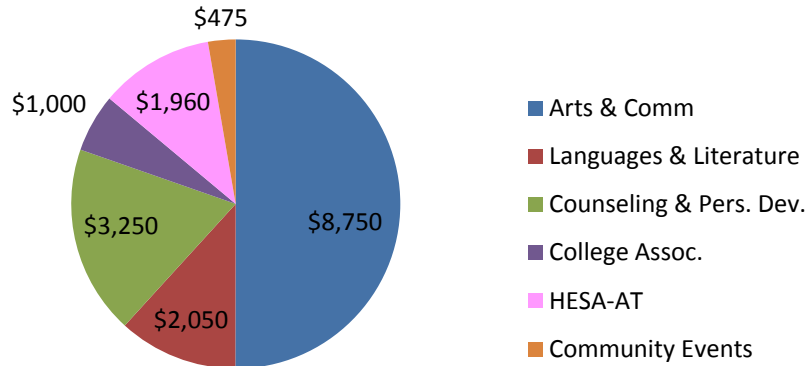
Item #5.D

Request for Funds Funding Report FY 2012-13

Southwestern College Foundation  
Funding Report FY 2012-13

Project	Amount Funded
<b>Scholarships</b>	
SODA	\$12,500
<b>Campus Activities</b>	
Guest Writers Series	\$2,050
Art Gallery Speaker Series	\$2,000
African American Alliance MLK Breakfast	\$1,000
Sun Newspaper	\$6,750
Architecture Club Design Village Competition	\$1,800
Puente University Visits	\$3,250
Athletic Hall of Fame	\$ 160
<b>Community Events</b>	
Salute to Navy	\$ 250
South Bay Community	\$ 225
<b>Total</b>	<b>\$29,985</b>

**2012-13 Approved Requests for Funds**  
by School/Dept. = \$17,485



**FY 12-13 Scholarship Funding**  
\$30,150 (approximately)

