



**COLUMBIA COLLEGE FOUNDATION
BOARD OF DIRECTORS MEETING**

March 20, 2018 • Noon – 1:30 pm

Location: Tuolumne County Superintendent of Schools Office

Board Members Present: Margie Bulkin; Lee Ann Fox; John Freer; Kenan McDonald; Del Hodges; Janice Nelson; Judy Myers; Jim Roeber; Charles Segerstrom; Colette Such; Jan Verhage; Jeff Warren

Staff Present: Amy Nilson; Kimberly DeFont

Advisory Council Present: Amy McKinney; Dr. Tamara Oxford; Trevor Stewart

Absent (Excused): Doreen Bass; Errin Bass; Dr. Angela Fairchilds, Dr. Lynn Martin; Jeff Phillips

Guests/Past Board Members: Stephanie Beaver, Special Programs Counselor

Absent (Unexcused): None.

1. Call to Order (12:03pm by CCF President, Colette Such)

- A. Introductions– Ms. Such introduced guest speaker Stephanie Beaver. This was followed by board introductions.
- B. Guest Speaker: Stephanie Beaver, Special Programs Counselor – Ms. Beaver is the Foster Youth Coordinator at Columbia College. Her program focuses on assisting foster youth of any age with financial support and developing life skills. She discussed foster youth at Columbia College, the barriers they face and causes for low degree completion rates. She expressed gratitude for the Foundation’s support through mini grants, which have provided bookstore vouchers to students. Ms. Beaver’s program is helping her students be successful now and after their time at Columbia College.

APPROVED 5.15.18

- C. Review and Acceptance of January 16, 2018 Meeting Minutes – Ms. Verhage made the motion to approve the January 16, 2018 Minutes; Ms. Myers seconded the motion. The motion passed.

2. **Old Business (Colette Such)**

- A. 50TH Anniversary update – Ms. Such reported about upcoming projects the Foundation will fulfill as part of the college's 50th Celebration.
- Ms. DeFont is leading design of a 50th art exhibition in the Manzanita Rotunda.
 - Ms. Such and Ms. Nilson are working with a local artist to develop a donor board for the Rotunda.
 - Plans for the Brady Wise Family Plaza improvements and Sept. 28 dedication celebration are moving forward.
 - Foundation's role in the Community Picnic held on Saturday, September 29 from 11am – 2:00pm is limited to the Rotunda display.

ACTION: Create contract for Don Hukari, choose photos for art exhibition.

RESPONSIBILITY: CCF staff. DEADLINE: April

- B. Carkeet Park - Ms. Such and Mr. Hodges reported that they met with Columbia College Facilities staff about Carkeet Park benches. The staff has found a metal bench they recommend, and said they could replace all existing benches, plus add up to two additional rows for about \$10k. Other improvements include picnic table restoration, raking leaves and other clean-up. Ms. Such asked board members interested in joining the committee to contact her. Ms. Fox added that selling seat cushions might be a future fundraiser for the Foundation.

ACTION: Talk with Facilities about costs for Carkeet Park completion/upgrade and make payment.

RESPONSIBILITY: Del Hodges, Colette Such and CCF staff. DEADLINE: May

3. **New Business (Colette Such)**

- A. President's Reception/dedication – Three proposed dates are under discussion for the President's Reception.

ACTION: Select date and send out invitations. RESPONSIBILITY: CCF staff. DEADLINE: April

- B. CCF Bylaw review – Foundation Executive Committee reviewed the CCF Bylaws and had no changes to recommend.

- C. Scholarship funding – Ms. Such and Ms. Nilson asked the board to consider allocating funding to increase awards for students receiving scholarships that were below \$500.

Ms. Nilson estimated it might cost \$3,000 to \$5,000 this year, to “round up” awards so that all scholarship recipients would get at least \$500.

Mr. Segerstrom made the motion to allocate up to \$5,000 to allow the scholarship committee to round up student scholarship awards to a minimum of \$500. Ms. Verhage seconded the motion and it passed unanimously.

4. **Financial Reports**

A. 2nd Quarter Report – Ms. Fox made a motion to accept the 2nd Quarter Report. Ms. Bulkin seconded the motion and it passed unanimously.

5. **College/District Updates**

A. Advisory Council Members Reports-

Trevor Stewart – Mr. Stewart reported about new hires at Columbia College and at the District. He also shared that the hiring process has started for a new Columbia College President. This position will be filled by July 1.

Dr. Tamara Oxford (Academic Senate) – Dr. Oxford reported that she will continue as Academic Senate representative for a 3-year term.

Dr. Oxford’s February 14 event, “Movies for Mental Health” was a success, with excellent turnout and campus feedback. A Foundation mini grant supported this two hour event, which was free for students and staff to attend. She is also organizing a campus event with community organizations in April as part of Sexual Assault Awareness month.

Absent: Dr. Fairchilds, Dr. Martin, Classified Senate representative and Associated Student representative.

B. Development Office Report: Postponed for time.

6. Committee Reports

A. Finance Committee – Lee Ann Fox, Chair – Ms. Fox reported that the finance committee will host an April 18 training event with Gerard Tamparong from Payden & Rygel. Event to be held at The Standard Pour restaurant and all are invited.

*RESPONSIBILITY: Lee Ann and CCF staff to prepare agenda with Mr. Tamparong.
DEADLINE: Early April.*

B. Nominating Committee – Colette Such, Chair – Ms. Such reported about the board’s need to increase Calaveras County involvement. Ms. Nilson will be speaking in Arnold to

the Calaveras chapter of PEO, and is scheduling an appointment with Scott Nanik, Calaveras County's new Superintendent of Schools.

ACTION: Collection of names and recruitment of Calaveras County contacts for board members.

RESPONSIBILITY: Colette Such, Judy Myers, Amy Nilson.

DEADLINE: End of April.

- C. Executive Committee – Colette Such, Chair – Ms. Such discussed the option of adding a fifth member to the Executive Committee and will report further at the May board meeting.

ACTION: Schedule meeting.

RESPONSIBILITY: Colette Such and Executive Committee. DEADLINE: By next board meeting.

- D. Development Committee – Judy Myers, Chair – Ms. Myers reported that the Development meeting discussed the upcoming Scholarship Celebration to be held on Thursday, April 12 at the Dogwood Forum. She urged board members to attend. She also reported on the 42nd Annual Columbia Wine Tasting on April 15 – event planning is moving forward with advertising and press releases. The committee hopes for good weather for this outside event held at Columbia State Historic Park.

The development committee is also working on a donor recognition board for the Manzanita Building, and has hired local artist Don Hukari to assist with the display design.

Ms. Myers said she and several other Foundation board members attended the successful Heroes and Helmets fundraising dinner held on March 14 at the Cellar Bistro on campus. This event was organized by Foundation donors Bruce and Faylan Cannon, to benefit the Jordan Reyes Scholarship fund which provides two scholarships per year to the Columbia College Fire Academy graduates. The meal was prepared by the college hospitality program and served by fire academy students.

The next Development committee meeting will be March 26.

- E. Mini Grants Committee – Jeff Phillips, Chair – Ms. Nilson reported on behalf of Jeff Phillips that the mini grants committee funded 12 applications, totaling just under \$21,000.
- F. Scholarship Committee – Colette Such, Chair – Ms. Such reported the scholarship committee has 10 members who have been reading and scoring student applications and will be finalizing awards in coming weeks.

G. Ad Hoc Promise Committee – Margie Bulkin, Chair – Ms. Bulkin shared her appreciation for everyone’s hard work in raising funds for the Promise program’s launch. She reported that about 165 students have started applications – a strong start. High schools will be visiting Columbia College in May to learn more about what the college offers.

Mr. McDonald informed the board that his employer, Front Porch Inc., will be providing an additional book scholarship for Tuolumne County Promise students who meet additional criteria – achieve a 3.0 or higher high school GPA (or a 3.5 GPA during their senior year) and take 15 units per semester at Columbia College. Board members commented on this exciting collaboration with the Columbia College Foundation.

Ms. Bulkin concluded that the committee feels it has have plenty of learning to do, but is excited with the progress so far. More funding, she said, means a continuous investment our students.

Adjournment (Colette Such) Ms. Such adjourned the meeting at 1:35pm and advised the next meeting will be *May 15, 2018. Location – Columbia College.*

Minutes respectfully submitted by Kimberly DeFont, Recording Secretary