

MEMORANDUM

DATE: November 9, 2010

TO: Michael Allard, Pegi Ard, Dennis Bailey-Fougner, Edward Banks, Claire Biancalana, Mary Blanchard, Blaine Brokaw, Jess Brown, Diane Craddock, Richard Crocker, Greg Evans, Ofelia Garcia, Ramon Gomez, Janet Heien, Steve John, Erik Johnson, Renée Kilmer, Brian King, Victoria Lewis, Michael W. Machado, Frank Minuti, Manuel Osorio, Carlos Palacios, Jean Tschohl Quinn, Gary Reece, Pamela Santacrose, Carol Schmidt, Norman Schwartz, Brigid Simpkins, Stephen Snodgrass, Rachael Spencer, Rachel Wedeen and Claudine Wildman

FROM: David Heald, President

GUESTS: Terri Montgomery, Auditor, Vavrinek, Trine, Day & Co., LLP
Alan Werba and Aaron Rubin, Werba & Davis Advisory Services LLC
WES Faculty Advisor and WES Student Speakers

SUBJECT: **Cabrillo College Foundation Board Meeting**
Tuesday, November 9, 2010
12:00 - 2:00 p.m.
Sesnon House, Room 1804
Lunch Provided

AGENDA

<u>Item</u>	<u>Responsibility</u>	<u>Pages</u>
1. Welcome	D. Heald	
2. Cabrillo College Report	B. King	
3. Approve September 14, 2010 Minutes	D. Heald	1-5
4. Presentation Women's Educational Success (WES)	R. Kilmer	
5. Financial Statements		
5.1 Approve September 30, 2010 Finance Statements	M. Machado	6-13
5.1.1 Balance Sheet		
5.1.2 Income Statement by Fund		
5.1.3 Income Statement Operating Budget-to-Actual		

Board Meeting Agenda

November 9, 2010

Page 2 of 3

<u>Item</u>	<u>Responsibility</u>	<u>Pages</u>
6. Approve 2009-10 Audit	T. Montgomery	14-35
7. Endowment Investment Activity Report 7.1 Review Three Month Investment Activity Report June 30, 2010 to September 30, 2010	M. Machado	36-37
8. Review of Werba Investments	A. Werba	
9. Fundraising Report 9.1 July 1, 2010 to October 28, 2010 Fundraising Total \$500,586	R. Wedeen	38
10. 2009-10 Contributions to Cabrillo College	D. Heald	39
11. Report on President's Circle 11.1 President's Circle Update 11.2 President's Circle Member List 11.3 President's Circle History Report	E. Banks	40-42
12. Report on Women's Educational Success (WES) 12.1 Luncheon update and funds raised	R. Spencer	43
13. Final report on 50 th Anniversary Endowed Scholarship Committee 13.1 Raised \$1,452,406 toward \$1M goal	R. Spencer	44-45
14. Approve \$1,000 to support the Cabrillo College Social Justice Conference	M. Silverstein	46
15. Approve TIAA-CREF Plan Review	M. Silverstein	47
16. Report on Network of California Community College Foundation (NCCCF) Symposium	M. Silverstein/Brian King	
17. Executive Director's Report 17.1 Review Quarterly Goals Report	M. Silverstein	48-51
18. Review Committee Calendar and Roster	D. Heald	52-53
19. Press Releases	D. Heald	54-60
20. Adjournment	D. Heald	

UPCOMING BOARD MEETINGS:

Tuesday, February 8, 2011
Tuesday, May 10, 2011
12:00 - 2:00 p.m.
Sesnon House, Room 1804

UPCOMING EVENTS

Faculty Grants Reception <i>McPherson Room, 1804</i>	Thursday, November 18, 2010 4:30 p.m. – 6:00 p.m.
President’s Holiday Party <i>Honoring 50th Anniversary Endowed Scholarship Donors</i> <i>Sesnon House</i>	Friday, December 3, 2010 6:00 – 8:00 p.m.
Cabrillo Advancement Program (CAP) Ceremony <i>Crocker Theater</i>	March 24, 2011 6:00 p.m.
Historical Tour with Sandy Lydon <i>Exclusive event for President Circle \$1,000 +Members</i>	Spring 2011
Winemaker’s Dinner <i>Exclusive event for President’s Circle \$5,000 + Members</i>	Wednesday, May 18, 2011 6:00 p.m.
Louisiana Style Seafood Feast <i>Exclusive event for President’s Circle \$2,500 + Members</i> <i>Home of John & Linda Burroughs</i>	Spring 2011
President’s Circle Reception – Cabrillo Stage Play <i>Exclusive event for President Circle \$1,000 +Members</i>	July 2011