

MEMORANDUM

DATE: January 31, 2014

TO: Pegi Ard, Dennis Bailey-Fougner, Ed Banks, Blaine Brokaw, Jess Brown, Margarita Cortez, Linda Downing, Lee Duffus, Consuelo España, Greg Evans, Ramon Gomez, Ken Haber, Janet Heien, Laurel Jones, Leola Lapedes, Victoria Lewis, Michael W. Machado, William Ow, Carlos Palacios, Jean Tschohl Quinn, Gary Reece, Pamela Santacroce, Carol Schmidt, Stephen Snodgrass, Rachel Wedeen, and Kathleen Welch

FROM: Carrie Birkhofer, President

GUESTS: Carolyn Jackson, Director of Articulation and Honors Transfer Program
Honors Program Students: Samantha Zevanove, Evelyn Martinez,
Dominic deHoratius, and Anana Firpo

SUBJECT: **Cabrillo College Foundation Board of Directors Meeting**
Tuesday, February 11, 2014
12:00 - 2:00 pm
Sesnon House, Room 1804
Lunch Provided

AGENDA

<u>Time</u>	<u>Item</u>	<u>Responsibility</u>	<u>Pages</u>
12:00	1. Lunch and Welcome	C. Birkhofer	
12:25	2. Cabrillo College Report 2.1 Cabrillo Corner 2.2 Spring Welcome Back Letter	L. Jones	To be Provided 1-3
12:28	3. Board of Director's Meeting Minutes Approve November 12, 2013 Minutes	C. Birkhofer	4-8
12:29	4. Honors Program Presentation Carolyn Jackson, Director of Articulation and Honors Transfer Program	K. Welch	To be Provided
1:00	5. Prioritization of Visioning Outcomes Topics to include: Sustainable Programs Professional Development Economic Vitality Operations Community Partnerships	L. Jones	To be Provided

Board Meeting Agenda

January 31, 2014

Page 2 of 4

1:46	6. Financial Statements		
	Approve November 30, 2013 Financial Statements	S. Snodgrass	9-20
	6.1.1 Balance Sheet		
	6.1.2 Income Statement by Fund		
	6.1.3 Income Statement Operating Budget-to-Actual		
	Approve December 31, 2013 Financial Statements	S. Snodgrass	To be Provided
	6.2.1 Balance Sheet		
	6.2.2 Income Statement by Fund		
	6.2.3 Income Statement Operating Budget-to-Actual		
1:49	7. Review of Investments	S. Snodgrass	21-22
	CCF Investment Activity Report as of December 31, 2013		
1:51	8. Review Total Net Assets, Endowed Net Assets	S. Snodgrass	23
	8.1 Chart as of November 30, 2013		
	8.2 Chart as of December 31, 2013		To be Provided
1:52	9. Fundraising Report	C. Birkhofer	24
	July 1, 2013 to January 27, 2014		
	Fundraising Total \$1,364,317		
1:53	10. President's Circle	E. Banks	25-27
	10.1 President's Circle Update		
	10.2 President's Circle Member List		
	10.3 President's Circle History Report		
1:54	11. Women's Educational Success	L. Downing	28
1:57	12. Executive Director's Report	M. Silverstein	29-34
	Review Quarterly Goals Report		
1:59	13. Review Committee Calendar and Roster	C. Birkhofer	35-36
2:00	14. Adjournment	C. Birkhofer	

2013-14 BOARD MEETINGS:

Tuesday, May 13, 2014

12:00 - 2:00 pm

Sesnon House, Room 1804

Board Meeting Agenda

January 31, 2014

Page 3 of 4

Board of Director's Attendance Chart

Board of Director's	5/8/12	9/11/12	11/13/12	2/12/13	5/14/13	9/10/13	11/12/13
Pegi Ard	P	P	P	P	A	A	P
Dennis Bailey-Fougner	P	A	P	P	A	P	P
Ed Banks	P	P	P	P	P	P	P
Carrie Birkhofer	P	P	A	A	P	P	P
Blaine Brokaw	P	P	P	P	P	P	P
Jess Brown	P	A	A	P	P	A	P
Margarita Cortez	N/A	P	P	P	P	P	P
Linda Downing	N/A	N/A	N/A	N/A	N/A	A	P
Lee Duffus	P	P	P	P	P	P	P
Consuelo España	N/A	P	P	P	P	A	P
Greg Evans	A	A	A	A	A	A	A
Ramon Gomez	P	P	A	P	A	A	P
Ken Haber	A	P	A	P	P	P	P
Janet Heien	A	A	P	P	P	A	P
Laurel Jones	N/A	N/A	N/A	N/A	N/A	P	P
Leola Lapidés	N/A	P	P	P	P	P	P
Victoria Lewis	P	P	P	P	P	P	P
Michael Machado	P	P	P	P	P	P	P
William Ow	N/A	P	P	P	P	A	A
Carlos Palacios	N/A	N/A	N/A	N/A	N/A	P	P
Jean Tschohl Quinn	A	A	A	P	P	P	P
Gary Reece	A	A	A	P	P	A	A
Pam Santacroce	P	A	A	P	P	P	A
Carol Schmidt	P	A	P	P	P	P	P
Steve Snodgrass	A	A	A	P	P	P	A
Rachel Wedeen	P	P	P	P	A	A	A
Kathleen Welch	N/A	N/A	N/A	P	P	P	P

P=Present

A=Absent

N/A=Not applicable, not on committee at the time

Attendance is based on the Board of Director's meeting minutes. Please call the Cabrillo College Foundation office if you believe this chart is in error.

UPCOMING EVENTS

Cabrillo Advancement Ceremony

Crocker Theater

Tuesday, March 4, 2014

6:00 – 8:30 pm

Sandy Lydon Historical Tour

Exclusive event for President's Circle \$1,000 + members

Saturday, April 12, 2014

8:30 am – 4:30 pm

Samper 4th Grade Experience

Friday, May 9, 2014

10:00 am – 1:00 pm

Party at the Home of Rachael Spencer and Kevin Rooney

Exclusive event for President's Circle \$1,500 + members

June 2014

Date To Be Determined

Winemaker's Dinner

Exclusive event for President's Circle \$2,500 + members

Thursday, May 15, 2014

6:00 – 9:00 pm

Cabrillo Stage Play Reception

Exclusive event for President's Circle members

Friday, July 25, 2014

5:30 – 7:30 pm

Women's Educational Success Luncheon

Horticulture Center

Friday, September 19, 2014

11:30 am – 1:30 pm

Faculty Grants Reception

Thursday, November 13, 2014

4:30 – 6:30 pm