

MEMORANDUM

DATE: February 5, 2013

TO: Pegi Ard, Dennis Bailey-Fougner, Carrie Birkhofer, Blaine Brokaw, Jess Brown, Margarita Cortez, Diane Craddock, Richard Crocker, Lee Duffus, Consuelo España, Greg Evans, Ramon Gomez, Ken Haber, Janet Heien, John Henrickson, Erik Johnson, Leola Lapedes, Victoria Lewis, Michael W. Machado, William Ow, Jean Tschohl Quinn, Gary Reece, Pamela Santacroce, Carol Schmidt, Brigid Simpkins, Stephen Snodgrass, Rachel Wedeen, and Kathleen Welch

FROM: Ed Banks, President

GUESTS: Ray Kaupp, Executive Director,
Santa Cruz County College Commitment (S4C)

SUBJECT: **Cabrillo College Foundation Board Meeting**
Tuesday, February 12, 2013
12:00 - 2:00 p.m.
Sesnon House, Room 1804
Lunch Provided

AGENDA

<u>Time</u>	<u>Item</u>	<u>Responsibility</u>	<u>Pages</u>
12:25	1. Welcome 1.1 Cabrillo New Leadership Status 1.1.1 John Henrickson, Cabrillo College Interim President 1.1.2 Kathleen Welch, Vice President of Instruction	E. Banks	
12:26	2. Cabrillo College Report	J. Hendrickson	
12:31	3. Presidential Search Committee Report	J. Brown	
12:33	4. Board of Director's Meeting Minutes Approve November 13, 2012 Minutes	E. Banks	1-5
12:34	5. S4C Presentation by Ray Kaupp		
12:53	6. Financial Statements 6.1 Approve November 30, 2012 Financial Statements 6.1.1 Balance Sheet 6.1.2 Income Statement by Fund 6.1.3 Income Statement Operating Budget-to-Actual	M. Machado	6-16

Board Meeting Agenda

February 5, 2013

Page 2 of 4

<u>Time</u>	<u>Item</u>	<u>Responsibility</u>	<u>Pages</u>
12:58	7. Review Endowment Investments 7.1 CCF Investment Activity Report as of December 31, 2012	M. Machado	17-18
1:00	8. Form 990 8.1 Approve Form 990 8.2 Form 990 Addendum A	M. Machado	19
1:10	9. Review Total Net Assets, Endowed Net Assets & Historical Gifts Chart as of November 30, 2012	M. Machado	20
1:11	10. Fundraising Report 10.1 July 1, 2012 to January 15, 2013 Fundraising Total \$1,859,756 (with Title V match)	E. Banks	21
1:12	11. President's Circle 11.1 President's Circle Update 11.2 President's Circle Member List 11.3 President's Circle History Report 11.4 President's Circle Sandy Lydon Historical Tour April 20, 2013	L. Duffus	22 23-24 25 26
1:14	12. Foster Youth Report 12.1 News article and subsequent donations	D. Bailey-Fougner	27
1: 17	13. Planned Giving Update 13.1 Heritage Club Event, May 17, 2103	M. Silverstein	
1:19	14. Executive Director's Report 14.1 Review Quarterly Goals Report 14.2 Grant Submission and Report Approval 14.2.1 Approve the acceptance of the Peggy & Jack Baskin Foundation \$10,000 grant for WES 14.2.2 Approve submission of the \$250,000 proposal to the Monterey Peninsula Foundation for renovation of the Baskin Technology Center 14.3 2011-12 Contributions to Cabrillo College \$4,301,119 14.4 Setting Major Gift Fundraising Priorities	M. Silverstein	28-32 33-35 36 37 38
1:29	15. Review Committee Calendar and Roster	E. Banks	39-40
1:30	16. Adjournment	E. Banks	

UPCOMING BOARD MEETING:

Tuesday, May 14, 2013
 12:00 - 2:00 p.m.
 Sesnon House, Room 1804

Board of Director's Attendance Chart

Board of Director's	9/13/11	11/8/11	2/14/12	5/8/12	9/11/12	11/13/12
Pegi Ard	P	P	A	P	P	P
Dennis Bailey-Fougner	P	P	P	P	A	P
Ed Banks	P	P	P	P	P	P
Carrie Birkhofer	P	P	A	P	P	A
Blaine Brokaw	P	P	A	P	P	P
Jess Brown	A	P	P	P	A	A
Margarita Cortez	N/A	N/A	N/A	N/A	P	P
Diane Craddock	P	P	P	P	P	P
Richard Crocker	A	P	A	P	A	A
Lee Duffus	P	P	P	P	P	P
Consuelo España	N/A	N/A	N/A	N/A	P	P
Greg Evans	A	A	A	A	A	A
Ramon Gomez	P	A	P	P	P	A
Ken Haber	P	P	P	A	P	A
Janet Heien	A	A	P	A	A	P
Erik Johnson	P	P	P	P	P	P
Brian King	P	P	P	P	P	P
Leola Lapides	N/A	N/A	N/A	N/A	P	P
Victoria Lewis	P	P	P	P	P	P
Mike Machado	P	P	P	P	P	P
William Ow	N/A	N/A	N/A	N/A	P	P
Jean Tschohl Quinn	P	P	P	A	A	A
Gary Reece	P	A	P	A	A	A
Pam Santacroce	A	P	P	P	A	A
Carol Schmidt	P	A	A	P	A	P
Brigid Simpkins	P	P	P	P	P	P
Steve Snodgrass	P	A	A	A	A	A
Rachel Wedeen	P	P	A	P	P	P

P=Present A=Absent

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 Program (CAP) Ceremony <i>Crocker Theater</i>	Tuesday, March 5, 2013 6:30 p.m. – 8:30 p.m.
High Achievers Scholarship Ceremony	Friday, March 29, 2013 3:00 p.m. – 5:00 p.m.
Sandy Lydon Historical Tour <i>Exclusive event for President Circle members \$1,000 + members</i>	Saturday, April 20, 2013 9:00 a.m. – 4:00 p.m.
Garden Party at the home of Andrew & Marilyn Calciano <i>Exclusive event for President Circle members \$1,500 + members</i>	Saturday, May 5, 2013 11:00 a.m. – 2:00 p.m.
Samper 4th Grade Experience	Friday, May 17, 2013 10:00 a.m. – 1:00 p.m.
Winemaker's Dinner <i>Exclusive event for President's Circle members \$5,000 + members</i>	Thursday, May 30, 2013 6:00 p.m. – 9:00 p.m.
Wine Blending at Bargetto Winery <i>Exclusive event for President's Circle members \$2,500 + members</i>	Sunday, June 23, 2013 4:00 p.m. – 7:00 p.m.
Baskin Technology Center Grand Opening	Friday, October 4, 2013 6:00 – 8:00 p.m.
Women's Educational Success Luncheon <i>Horticulture Center</i>	Friday, October 18, 2013 11:30 a.m. – 1:30 p.m.
Faculty Grants Reception <i>Sesnon House</i>	Thursday, November 14, 2013 4:30 p.m. – 6:00 p.m.
President's Holiday Party <i>Sesnon House</i>	Friday, December 6, 2013 6:00 p.m. – 8:00 p.m.