

Cabrillo College

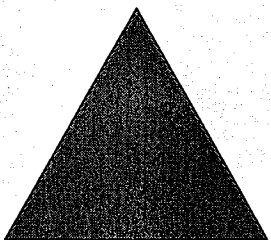
Foundation

AGENDA

Board

Meeting

February 8, 2011



MEMORANDUM

DATE: January 31, 2011

TO: 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, Carlos Palacios, Jean Tschohl Quinn, Gary Reece, Pamela Santacroce, Carol Schmidt, Norman Schwartz, Brigid Simpkins, Stephen Snodgrass, Rachael Spencer, Susan True and Rachel Wedeen

FROM: David Heald, President

GUESTS: Grove Scholar: Meg King, Nursing Student
Brian Sharpes, Consultant, UBS Financial Services, Inc.

SUBJECT: **Cabrillo College Foundation Board Meeting**
Tuesday, February 8, 2011
12:00 - 2:00 p.m.
Sesnon House, Room 1804
Lunch Provided

AGENDA

<u>Item</u>	<u>Responsibility</u>	<u>Pages</u>
1. Welcome new board member: Susan True	D. Heald	
2. Cabrillo College Report	B. King	
3. Approve November 9, 2010 Minutes	D. Heald	1-4
4. Grove Scholars Presentation - Students	D. Craddock	
5. Special Project: Emergency Grant Support for men and women 5.1 Status on men in education 5.2 Input on program	R. Spencer & D. Bailey-Fougner	
6. Financial Statements		
6.1 Approve November 30, 2010 Financial Statements	M. Machado	5-13
6.1.1 Balance Sheet		
6.1.2 Income Statement by Fund		
6.1.3 Income Statement Operating Budget-to-Actual		

<u>Item</u>	<u>Responsibility</u>	<u>Pages</u>
6.2 Approve December 31, 2010 Financial Statements	M. Machado	To be provided
6.2.1 Balance Sheet		
6.2.2 Income Statement by Fund		
6.2.3 Income Statement Operating Budget-to-Actual		
7. Review Budget Timeline	M. Machado	14
8. Endowment Investment Activity Report	M. Machado	15-17
8.1 Review Six Month Investment Activity Report June 30, 2010 to December 31, 2010		
8.2 Review Executive Summary of Investment		
9. Review of UBS Investments	B. Sharp	
10. Fundraising Report	E. Banks	18
10.1 July 1, 2010 to January 26, 2011 Fundraising Total \$1,204,401 (with Title V match)		
11. President's Circle Brainstorming Session	J. Brown	19-21
11.1 President's Circle Update		
11.2 President's Circle Member List		
11.3 President's Circle History Report		
11.4 Closing the gap \$34,439		
12. Executive Director's Report	M. Silverstein	22-25
12.1 Review Quarterly Goals Report		
13. Review Committee Calendar and Roster	D. Heald	26-27
14. Press Releases	D. Heald	28-31
15. Adjournment	D. Heald	

UPCOMING BOARD MEETING:

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

UPCOMING EVENTS

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| First High Achievers Scholarship Ceremony
<i>Sesnon House</i> | Thursday, February 24, 2011
3:00 – 5:00 p.m. |
| Cabrillo Advancement Program (CAP) Ceremony
<i>Crocker Theater</i> | Thursday, March 24, 2011
6:00 p.m. |
| Historical Tour with Sandy Lydon
<i>Exclusive event for President Circle \$1,000 + Members</i> | Saturday, April 30, 2011
8:30 a.m. – 5:00 p.m. |
| 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> | Thursday, June 9, 2011
5:30 p.m. |
| President's Circle Reception – Cabrillo Stage Play
<i>Exclusive event for President Circle \$1,000 + Members</i> | Friday, July 8, 2011 |
| Women's Educational Success Luncheon
<i>Horticulture Center</i> | Friday, September 23, 2011
11:30 a.m. – 1:30 p.m. |
| President's Holiday Party
<i>Sesnon House</i> | Friday, December 2, 2011
6:00 – 8:00 p.m. |