

**Fullerton College Foundation
Executive Committee Meeting
Minutes of the January 19, 2017 Meeting**

Approved

Attendees: Dr. Schulz, Chuck Allen, Jerry Callaghan, Bob Miranda, Nicole Bernard

1. Meeting Called to order at 1:05PM by President Nicole Bernard
2. Approval of the Minutes of the Nov. 15, 2016 Meeting – Approved
3. YTD Financial Update
 - a. Chuck Allen reviewed the YTD results for Fiscal Years 2016 and 2017 and noted the substantial increase in donations for the 2017 Fiscal Year. Dr. Schulz requested a breakdown of Foundation donations received from College employees – no names just number and amount given.
4. Review and approval of the Foundation Newsletter
 - a. Minor re-write and clarification of the Giving Tuesday article was recommended by Dr. Schulz.
5. Review and Recommendation for the 2017-2018 Scholarship “Allocation”.
 - a. Dr. Schulz asked for a modification to the existing process that takes into account the overall reduction in Foundation assets. Chuck Allen is going to modify the Excel spreadsheet and add a “NAV” field and model several iterations for the Executive Committee.
 - b. In a subsequent meeting on Tuesday, Jan. 24, 2017 the Foundation Committee reviewed the “NAV” proposal and voted to continue the existing methodology and apply a 4% “Allocation rate for the 2017-2018 school year.
6. Fund Raising Update
 - a. Board member business cards – Dr. Schulz asked Chuck Allen to talk to Curtis Chan about adding information to the back of the card. Chuck will get in touch with Curtis.
 - b. Fund raising Marketing Collateral Deliverables
 - i. The proposal was approved by the Executive Committee and will be presented to the Board of Directors at our next meeting.
7. Results of the Board election for nominated Board members

- a. Both nominees received a majority of votes for election to the Board.
 - b. The Executive Committee voted to change the day/time of future board meetings to Wednesdays at 4:30PM. Chuck Allen will e-mail the new schedule of meetings to the Board of Directors.
8. Board Meeting Agenda for the February 8, 2017 meeting was approved.
9. The meeting was adjourned at 2:15PM