

Fullerton College Foundation Executive Committee Meeting Minutes of the May 21, 2015 Meeting

For Approval

Attendees: Dr. Vurdien, Mary Dalessi, Chuck Allen, Jerry Callaghan, Bob Miranda, Carol Dodson.

Meeting Called to order at 9:35AM

1. Review and approval of the Minutes of the Feb. 19, 2015 Meeting. Approved.
2. Foundation Officer Election update.
 - a. According to Mary Dalessi and Chuck Allen there were a number of “irregularities” with the submitted nomination forms including obvious duplications, names not authorized to be submitted, etc. Mary Dalessi has requested that the nomination process be redone and that any submitted nomination forms include the signature of the submitting board member. After the receipt of the second round of nominations the ballots will be mailed to the board members. The Executive Committee affirmed Mary Delassi’s actions.
3. Current Board member re-nomination process.
 - a. Chuck recommended that the current board members whose terms are up on June 30th have their term extended until the Sept. 1, 2015 board meeting. The Nomination Committee has not had time to talk with each of the board members regarding a desire to remain on the board. If the Board approves this delay at the next board meeting then the committee will schedule the meetings with the Group II board members in July and August. Approved.
4. Train Station BBQ results.
 - a. The revenue was \$4,925 and the expenses were \$5,290. There were a total of 49 tickets sold plus an additional 30 tickets purchased by the NOCCCD. The caterer charged the Foundation for 80 meals and the Executive Committee decided to not have another TS BBQ event.
5. Scholarship Banquet results.
 - a. This is actually good news – we had \$5,050 in donations (2 \$1,000 donations from board members) and costs of \$8,416. The Foundation budgeted \$5,000 for this event so our costs were less than expected. The Executive Committee is very pleased with the results – both financially and the event itself.

6. 2015-2016 Foundation Budget Presentation/Recommendation
 - a. Mary and Chuck reviewed the YTD actuals for Revenues and Expenses for this Fiscal Year. After a very long discussion the strategy for presentation at the next board meeting was developed.
 - b. The same team that developed the 2014-2015 Budget worked on this budget (Warren Mitchell, Mary Dalessi, Chuck Allen and Jerry Callaghan).
 - c. This team reviewed and decided that having a part-time executive director was a bad decision and needs to be returned to a full-time position (chuck's note - apparently, Warren didn't agree but I failed to pick up on that).
 - d. The Executive Committee agreed to take forward to the Board meeting options C and D for Board review and discussion.

7. Accrued Vacation and Sick Leave Policy
 - a. The Foundation has adopted a policy beginning with the Fiscal Year 2015-2016 that all earned 2015-2016 vacation time must be used by 6/30/2016 or it will be forfeited. The issue is past accrued vacation and sick leave hours. The recommendation is that the Foundation pay 25% of all currently accrued vacation and sick leave hours for Chuck, Lindsey and Jesus and include these amounts in the current 2014-2015 expenditures. The Foundation auditors will most likely consider this a "prior year's" expenditure and book it differently but we won't know that until they come on-site in August. In any case, the balances will be reduced by 25% The motion was approved. Chuck Allen abstained.

8. The final agenda board was developed from the action items discussed here.

9. The meeting was adjourned at 11:15AM.