

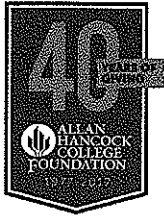
A Meeting of the Executive Committee

April 5, 2017 ❖ 4 P.M.

Allan Hancock College -Building B 102 (Captain's Room)
800 South College Drive, Santa Maria, California 93454

AGENDA

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1. Call to Order	
2. Roll Call	
3. Public Comment	
<i>This section of the agenda is intended for members of the public to address the Executive Committee on items involving the Foundation that are being considered in Open Session. Please note that Directors are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda. If you wish to speak to any item listed, please complete a Request to Speak Card available from the executive director. It is suggested that speakers limit themselves to 5 minutes.</i>	
4. Approval of Agenda for April 5, 2017 (ACTION)	
5. Approval of Minutes for January 11, 2017, Meeting (ACTION)	1-8
6. Foundation Business	
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9. Superintendent/President News	
10. College Trustee News	



A Meeting of the Executive Committee

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AGENDA

11. Next Meeting

11.A. A discussion to change the next scheduled meeting from July 12, 2017, to late June.

12. Public Comment to Closed Session

This section of the agenda is intended for members of the public to address the Executive Committee on items involving the Foundation that are being considered in Closed Session. Please note that Directors are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda. If you wish to speak to any item listed, please complete a Request to Speak Card available from the executive director. It is suggested that speakers limit themselves to 5 minutes.

13. Adjourn to Closed Session

13.A. Foundation Staff Salaries

13.B. Administrative Assistant Position

14. Reconvene to Open Session

15. Action Taken in Closed Session

16. Adjournment of Executive Committee Meeting (ACTION)

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Allan Hancock College Foundation office at (805) 925-2004. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.

A handwritten signature in black ink that reads 'Toni McCracken'.

Toni McCracken
Scholarship Program Coordinator
Allan Hancock College Foundation

Executive Committee Members

Valerie Moya, President
Bob Lotwala, Vice President
Georgia L. Schrage, Secretary
Guy R. Walker, Treasurer
Bob Manning, Member-at-Large
Dr. Lee-Volker Cox, Member-at-Large
Jeffrey Hall, Trustee, Allan Hancock College
Dr. Kevin G. Walthers, Superintendent/President, Allan Hancock College
Susan Houghton, Executive Director, College Advancement, Allan Hancock College

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The mission of the Allan Hancock College Foundation is to operate for the advancement of education by raising funds and building community support to meet the needs of the college in the areas of scholarships, capital/infrastructure projects and program support.

**ALLAN HANCOCK COLLEGE FOUNDATION
EXECUTIVE COMMITTEE MEETING
Minutes of January 11, 2017**

A regular meeting of the Executive Committee was held on Wednesday, January 11, 2017, at 4:18 p.m. at Allan Hancock College, building B102, 800 South College Drive, Santa Maria, California.

Call to Order

The Executive Committee meeting was called to order at 4:18 p.m. by Foundation Board President, Valerie Moya.

Roll Call

Present: Dr. Lee-Volker Cox, Trustee Jeffery Hall, Bob Lotwala, Bob Manning, Valerie Moya, Georgia Schragger, Guy Walker

Absent: Dr. Terry Dworaczyk, Dr. Kevin G. Walthers

College Staff: Michael Black, Susan Houghton

Foundation Staff: Toni McCracken

Public Comment

There were no requests from the public to address this committee meeting.

Approval of Agenda

Ms. Moya asked committee members to review the agenda for today's meeting and called for a motion to approve. Ms. Houghton noted the following agenda items are tabled for a future meeting allowing the Finance Committee to review, discuss, and provide a recommendation to the Executive Committee: 8.A. Review and Approval of Revised Operating Budget, 8.D. PCPA Request to Realign Proceeds of Marian Hancock Trust Funds, and 8.F. New Mileage Travel Requirement.

MOTION: On a motion by Director Manning, seconded by Director Lotwala, the agenda was approved as amended on a roll call vote:

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker

Noes: None

Abstentions: None

Approval of Minutes – October 17, 2016

Staff noted corrections to the minutes of October 17, 2017, and President Moya called for a motion to approve the minutes as corrected.

Motion: On a motion by Director Walker, seconded by Director Schragger, the Executive Committee approved the minutes of the October ~~17, 2016~~, regular meeting as corrected.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker

Noes: None

Abstentions: None

Executive Committee *Member-at-Large* Appointments for 2017

President Moya welcomed Bob Manning and Lee-Volker Cox as the *Member-at-Large* appointments for 2017.

College Trustee Appointments for 2017

President Moya introduced and welcomed newly elected Trustee Jeffery Hall as the primary appointment for the board of trustees for 2017. Trustee Hilda Zacarias will serve as the alternate this year.

Review of Financial Statements:

Director Walker and Ms. Houghton reviewed the financial statements, with the exception of the Operations Budget as it was tabled for a future meeting, as submitted to the committee. Ms. Houghton noted that the financial reports will include the agenda item in the top right-hand corner of the document for easier reference.

Ms. Houghton reported that the President's Circle includes 19 new members since last July and that the foundation is changing the billing to a calendar year beginning in January. She also shared that the Community Spring Gathering is scheduled for March 1 at the Lompoc Valley Center.

Motion: On a motion by Director Cox, seconded by Director Lotwala, the Executive Committee approved the financial reports as submitted.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragar, G Walker
Noes: None
Abstentions: None

A copy of the Foundation's audit for the period ending 06-30-2016 was handed out by Mr. Black, and will be included on the agenda for the January quarterly board meeting. He noted that the college's board of trustees reviewed and approved the college's annual audit for the period ending 06-30-2016 at the January 10, 2017, trustee meeting.

U.S. Department of Education Endowment Challenge Grant Title III Update and Recommendation Background

In 1997, Allan Hancock College (AHC) was awarded a matching funds grant from the U.S. Department of Education's Endowment Challenge Grant Program - authorized by Title III of the Higher Education Act of 1965. The Allan Hancock College Foundation (AHCF) was responsible for raising the local matching funds. The grant was a 2-1 match where Title III provided \$500,000 and the match \$250,000 for a \$750,000 endowment. The terms of the grant included annual reporting for a period of twenty years to the Department of Education and compliance with specific federal guidelines, investment and expenditure of earnings guidelines. The expenditure guidelines state no more than 50% of the aggregate income earned could be used for operations and maintenance; administration; academic and support personnel; construction and renovation; community and student services programs and technical assistance; and other education-related activities. The starting date of the twenty-year term was established according to Title III guidelines as January 1998. The ending date of this term restriction is presumed to be upon notification of release to the AHCF from U.S. Department of Education after all reports have been filed and accepted.

The Foundation consistently filed annual reports for the last 18 years that were accepted without question or comment. However, in 2016 with a personnel change in the Department of Education, AHCF was notified last fall that the Foundation was out of compliance with the guidelines because approximately 65% of the proceeds (as opposed to 50%) were actually used. Foundation and College staff reviewed to determine how this might have occurred and the potential path forward. Staff discovered that the Title III endowment ending balance in the proceeds account was used and had been since inception of the grant reporting. The contact at the Office of Postsecondary Education, recognizing the lapse on their end, has indicated a willingness to work with the Foundation by extending the term of the grant by 1 or 2 years. This will not impact future federal grant applications for the college and AHCF is listed in good standing. The grant guidelines state "if an institution expends more than is permitted it shall repay an amount equal to 50% of the amount improperly expended". Based on the last report dated June 30, 2016, the amount would have been \$67,057.

Ms. Houghton reported that the Finance Committee, after a lengthy discussion, wanted to show immediate good faith in resolving this matter and approved the following recommendations:

- Evaluate growth of the fund at the end of the 2016-2017 fiscal year.
- Immediately waive the 1.5% administrative fee assessed to the Title III endowments for the 2016-17 fiscal year. This will result in an approximate loss of \$12,000 to the Foundation's General Operations budget for this fiscal year.
- Use Foundation General Operational funds in lieu of the approved Title III scholarship/program funding. This results in an approximate increase of \$13,355 in expense to the Foundation's General Operations budget for this fiscal year.
- Have the Foundation Operations budget include the brokerage fee expenses for this fiscal year, if Morgan Stanley and LPL Financial are unable to reduce or discontinue assessing brokerage fees to the Title III endowments. This will result in an approximate savings of \$8,500.

Motion: On a motion by Director Lotwala, seconded by Director Moya, the Executive Committee approved the Finance Committee recommendations as outlined above in order to bring the Endowment Challenge Grant Title III into compliance.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Request to Change Date of Endowment Value Date

The foundation's Endowment Funding Policy states the "*Review Date: The review date shall mean as of June 30 of the year in which endowment funding is to be awarded.*" The date of June 30 was a Finance Committee decision in October 2011. Prior to that, endowment proceeds were captured on September 30th. However, in 2011, due to market conditions, the board approved moving the review date from September 30 to June 30. While this decision may have had alignment benefits to the Foundation's fiscal year, it has also caused a significant lag for the actual transfer of funds. The transfer of the proceeds into a holding fund occurs in December, with the announcement of the award in May of the following year with the actual distribution of the funding to the student in August. This is a 14-month delay in which proceeds significantly increase and more scholarships/programs could be funded/awarded. This year, approximately 12 scholarships did not meet the 103% endowment minimum value threshold – forcing a decision to augment funding for these scholarships and/or not award. The Finance Committee approved moving the Endowment Funding Policy Review/Capture Date annually to November 30 with the understanding that transfers would be completed by June 30. The Finance Committee will also review in two years to assess the impact.

Motion: On a motion by Director Walker, seconded by Director Manning, the Executive Committee approved moving the Endowment Funding Policy Review/Capture Date annually to November 30 with the understanding that transfer would be completed by June 30.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Review 2016-17 Endowment Funding for Scholarships and Program Funds

The foundation board of directors at its November 2, 2016, meeting approved the endowment funding for 2016-17. Ms. Houghton noted that there were approximately 14 regular permanent endowments that did not fund. Staff recommended amending the foundation operating budget to fund nine endowments in the amount of \$500 each for a total of \$4,500.

Motion: On a motion by Director Walker, seconded by Director Manning, the Executive Committee approved funding the nine regular permanent endowments in the amount of \$500 each for a total of \$4,500 from the Foundation's general operations budget.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Staff reported that the Marian Hancock Scholarship, considered the most prestigious as it honors the late Mrs. G. Allan Hancock, will fund at \$3,800 this year, which is less than the \$5,000 it typically provides as a scholarship. The level of funding over the years has ranged from \$2,000 to \$10,000. Staff recommended increasing the scholarship to a minimum level of \$7,500 or \$10,000 each year, and to identify sources of funding that could augment the endowment proceeds. Ms. Houghton suggested partnering with Marian Regional Medical Center Foundation with the common thread of the Hancock family. In addition, Foundation unrestricted funds could also be used to augment the scholarship annually.

Motion: On a motion by Director Cox, seconded by Director Manning, the Executive Committee approved there was approval to set the funding for the Marian Hancock Endowment Scholarship at a minimum level of \$7,500 to a maximum of \$10,000 annually and to identify sources of funding to augment the endowment proceeds.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Corporate Resolution No. 2017-01 Authorization of Savings, Checking, and Investment Account Signatures

As part of its corporate business, the foundation's board of directors annually considers a resolution for the authorization of savings, checking and investment account signatures necessary to conduct its day-to-day business. In reviewing foundation corporate resolution no. 2017-01 it was noted that the college's director for business services was included. There was a question as to why the resolution does not include the Executive Director for College Advancement and/or foundation officers. It was agreed to approve the resolution as submitted, and request that the Governance/Nominations Committee review and report to the Executive Committee at a future meeting.

Motion: On a motion by Trustee Hall, seconded by Director Cox, the Executive Committee approved Corporate Resolution No. 2017-01 Authorization of Savings, Checking, and Investment Account Signatures.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Bylaw Amendment Updates to Article VI (Meetings) and Article VIII (Committees)

The board of directors approved at its November 2, 2016, quarterly meeting to move the annual organizational meeting from February to July. Staff reported this is the update to the Foundation Bylaws, Article VI—Meetings. It was recommended to state only the month of the annual meeting.

Article VI--Meetings

A. The annual meeting of the Corporation shall be held in Santa Maria, Santa Barbara County, during ~~the second week of July~~ **February** of each year. Regular meetings of the Board of Directors shall be held quarterly at the time and place designated by the Board.

The updates for Article VIII--Committees reflects the restructure of committees approved by the board last November.

Article VIII--Committees

A. There shall be an Executive Committee consisting of the following persons: President of the Corporation; Vice-President of the Corporation; Secretary of the Corporation; Treasurer of the Corporation; Superintendent/President of the District; ~~Past President of the Corporation~~; one or two persons serving as a Director by virtue of being a Trustee of the District (who shall be appointed to the Executive Committee by the Board of Directors); and, at the option of the Executive Committee, two additional members from the board of directors may serve on the Executive Committee. The Executive Committee shall have authority to act on behalf of the board in all employment and personnel matters affecting foundation employees. The Executive Committee shall have and may exercise all power and authority of the Board of Directors, except that the Executive Committee shall not have the power or authority to undertake any of the following actions:

1. the removal of a Director, or the filling of vacancies on the Board.
2. the amendments or repeal of Bylaws or the adoption of new Bylaws;
3. the amendment or repeal of any resolution of the Board;
4. the creation of **standing** and other ~~standing~~ committees of the Board without the express consent of the Board;
- ~~5. the expenditure of corporate funds to support a nominee for Director after there are more people nominated for Director than can be elected; or~~
- ~~5 6.~~ the approval of any self-dealing transaction, as such transactions are defined in Section 5233(a) of the California Non-Profit Public Benefit Corporations Law.

The Executive Committee, working in coordination with the Finance Committee, recommends the annual budget, reviews and monitors the foundation's finances and financial transactions, and provides for an annual audit.

At each meeting of the Board of Directors, the members of the Executive Committee shall report to the Board regarding all actions taken by the Executive Committee since the last prior meeting of the Board of Directors.

B. With the approval of the Board of Directors, the Executive Committee shall appoint ~~the committees and in addition shall appoint~~ any **standing** special committees. ~~as approved by the Board of Directors~~;

- ~~1. The Nominating Committee is responsible for advising the Board on matters related to board development, for recruiting and nominating board members, for new member orientation and for recommending a slate of officers each year.~~

C. 2- The Finance Committee shall be a standing committee subject to the Brown Act. The committee shall review and recommend investment policies and actions. The treasurer of the foundation shall be the chair of the Finance Committee. The Vice President, Business Services of Allan Hancock College shall be a member of the committee.

~~**3-** The Scholarship Committee oversees the Foundation's scholarship program, including but not limited to the solicitation of funds and the oversight of funding allocations.~~

~~**C.** One member of each of the aforementioned committees shall be appointed chairperson by the Executive Committee, unless otherwise provided herein.~~

D. Vacancies in the membership of any committee shall be filled by the Executive Committee. Members of all committees shall serve at the pleasure of the president, except as otherwise provided herein.

E. For the Executive and Finance Committees, 50% of the whole committee shall constitute a quorum, and 40% of the whole committee shall constitute a quorum for **any special all other** committees. The act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

F. Each committee may adopt rules for its operation not inconsistent with these bylaws or with rules adopted by the Board of Directors.

G. Each committee will be composed of no fewer than three (3) members.

Motion: On a motion by Director Manning, seconded by Director Lotwala, the Executive Committee approved the amendment updates to Article VI (Meetings) and to Article VIII (Committees) as submitted.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Director Resignations, End of Terms, and New Directors

Ms. Houghton reported on behalf of the Governance/Nominations Committee that resignations were received from Ken Ostini and Bruce Coggin. In addition, there are three directors completing his or her third three-year term as director on the foundation board – Dr. Terry Dworaczyk, John Everett, and Susan Moats. There are also two nominees for appointment to the board – Judy Frost and Maggi Daane. Also, with Trustee Jeffery Hall appointed to the foundation board, Trustee Pensa will be honored at the quarterly meeting to thank him for his service on the foundation board.

Motion: On a motion by Director Walker, seconded by Trustee Hall, the Executive Committee approved to accept, with regrets, the resignations of Ken Ostini and R. Bruce Coggin, acknowledge with sincere appreciation Dr. Terry Dworaczyk, John Everett and Susan Moats for completing their third –three-year term as a foundation director, acknowledge with sincere appreciation Trustee Greg Pensa for his service the last several years, and accept the nominations of Judy Frost and Maggi Daane as directors to the Allan Hancock College Foundation Board.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Committee Fiscal Year Focus & Priorities for 2016-2017

Ms. Houghton reviewed the 2017 Committees for the Foundation noting the expectation is for committees to meet at least once a quarter and report as needed to the Executive Committee prior to quarterly board meetings. Each committee will appoint a chair and will have a staff member as support.

Motion: On a motion by Director Walker, seconded by Trustee Hall, there was approval to accept, the AHC Foundation 2017 Committees list as submitted.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Discussion and Agenda Review for the January 26, 2017, Quarterly Board Meeting

Staff reviewed the draft agenda for the Foundation's Quarterly Board Meeting on January 26, 2017. Trustee Hall and Director Walker are unable to attend, and Mike Black agreed to provide the Finance Committee's report. It was agreed to have PCPA, possibly Mark Booher and Jennifer Schwartz, give a presentation on PCPA. Ms. Houghton will contact Director Bray, who is the liaison for the AHCF and PCPA Foundation Boards, and PCPA staff to confirm.

Motion: On a motion by Director Lotwala, seconded by Director Manning, there was approval for the agenda for the Foundation's Quarterly Board Meeting on January 26, 2017, as amended.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schragger, G Walker
Noes: None
Abstentions: None

Executive Committee News

Director Lotwala noted that the January *Community Newsletter* is an outstanding publication showcasing Allan Hancock College.

Mr. Black recognized Keli Seyfert, Supervisor for Auxiliary Accounting Services, for all of her hard work with the foundation's financial statements. The foundation will extend a special invitation to Mrs. Seyfert as a guest for the Spring Community Leaders event.

Ms. Houghton recognized Marlyn Cox, Fiscal Technician for the Foundation, for her tireless work and effort with the foundation, and working so closely with Mrs. Seyfert and Auxiliary Accounting.

Trustee Hall noted that he was very excited to be a part of this Foundation committee and looked forward to working with all directors. He mentioned that Dr. Walthers was unable to attend today due to a meeting in Sacramento.

Executive Director, College Advancement Report

Ms. Houghton shared that staffing for the foundation and job descriptions will be reviewed in the near future in planning for next year. Included in that review process will be the Foundation Employee Handbook - rules and responsibilities for employees, sick leave, overtime, workload, etc.

She also announced that business cards will be available through the college's Campus Graphics Department for directors at a nominal cost for those interested.

Next Meeting

The next meeting of the Executive Committee will be Wednesday, April 5, 2017, starting at 4 p.m. in building B102 (Captain's Room) on the Santa Maria campus.

Adjournment

With no further business, the meeting was adjourned at 5:59 p.m.

Motion: On a motion by Director Walker, seconded by Director Lotwala, the meeting was adjourned at 5:59 p.m.

Ayes: L-V Cox, Trustee J Hall, B Lotwala, B Manning, V Moya, G Schrager, G Walker
Noes: None
Abstentions: None

To: Executive Committee	INFORMATION April 5, 2017
From: Susan Houghton Executive Director, College Advancement	
Subject: College Trustee Appointments for 2017 - Update	

BACKGROUND

The Allan Hancock College Board of Trustees at its February 2017 meeting appointed Trustee Greg Pensa to serve as the alternate to the foundation board for 2017. Trustee Jeffery Hall will continue as the primary trustee appointment this year.

To: Executive Committee	ACTION
From: Susan Houghton Executive Director, College Advancement	April 5, 2017
Subject: Acceptance of Gift from Cheryl and Ted Maddux	

BACKGROUND

The Foundation has received a pledge of \$100,000 from Cheryl and Ted Maddux supporting the Science, Technology, Engineering and Math (STEM) program, the annual Friday Night Science community Program, and the annual STEM conference for middle-school girls and their parents each spring and the Centennial. The pledge will be paid in four \$25,000 installments.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends accepting the pledge of \$100,000 from Cheryl and Ted Maddux, with sincere appreciation on behalf of the Board of Directors, supporting the STEM program activities and the college's Centennial Campaign in 2020 with the recommendation to forward to the full board for review and approval at the April 27 quarterly meeting.

To: Executive Committee	INFORMATION
From: Susan Houghton Executive Director, College Advancement	April 5, 2017
Subject: Hancock Promise	

BACKGROUND

Staff will provide a Power Point presentation on ideas for the Hancock Promise Program. A copy of the slideshow follows on the next few pages.

ALLAN HANCOCK COLLEGE

PROMISE



A New Trend Statewide

- 23 California Colleges now have a 'Promise Program'
- Programs vary in 'definition'
 - One year or Two years
 - Merit/Scholarship, one geographical area or demographic vs. all students from HS/district
 - Tuition only or addition of fees (*parking, student activity, health*) and textbooks
 - New outreach programs in middle/high schools to foster student success





A project of the SBCC Foundation

- Launched in May 2016
- 1st year only
- Includes tuition, books, transportation, health and student activity fees
- Launched \$5.5 million endowment campaign (*has raised approximately \$2.5 million to date*)
- Would like to now strengthen counseling and financial aid assistance on campus

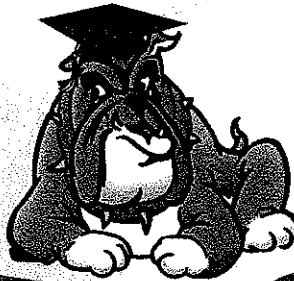
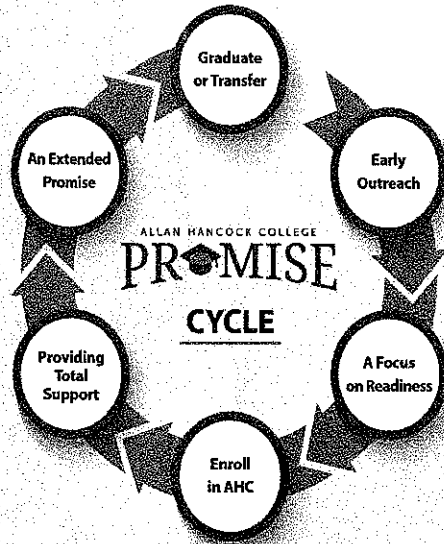


A Possible Program in Fall 2018?

- Student demographic one of most deserving in the state
 - (76% on BOG waiver)
- Strong student services and outreach programs already in place
- Great District partnerships
- Desire to remain local
- Lack of higher education choices
 - (limited access to 4 year degrees)
- Need to launch for all HS grads in district
- Applicable to CTE, degree or transfer student
- Cost annually could be \$400-\$500K
 - 1 year tuition/fees
 - 340 potential students not on waiver (24%)
- Sustainability/Endowment
 - May need to raise \$10 million
 - 4 percent interest = \$400,000

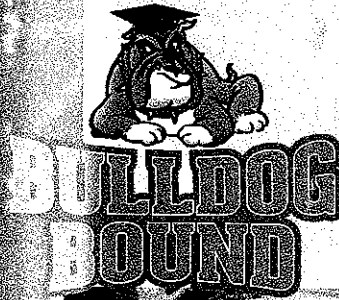


Early Outreach/Extended Promise



BULLDOG BOUND





Target: 5th grade
through
8th grade



A Path to Promise

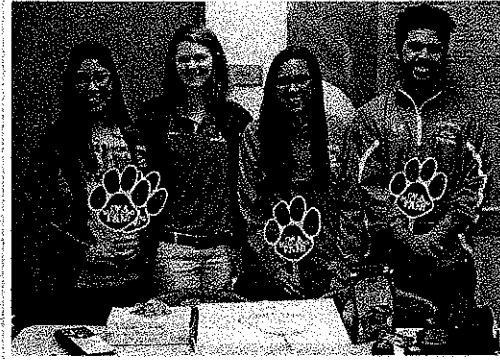
- Target: High School Students
- Reinforce college-going culture
- Events:
 - Hancock Hello
 - Bridges to Success
 - Get Focused...Stay Focused
 - YELL
 - Cash for College
 - Special guest speakers



ALLAN HANCOCK COLLEGE

PROMISE

- First year free at AHC!
- Enroll immediately after HS
- Take 12 units
- Maintain 2.0 GPA
- Math/English first year



An Extended Promise

- Course Sequencing
- Financial Literacy workshops
- 2nd year scholarship assistance
- Counseling assistance with a focus on graduation or transfer to a 4 year college



THE HANCOCK PROMISE

OUR PROMISE
Early Outreach
 - Targeted outreach to 5th-8th grade students and their families

- OUR PROMISE**
- Friday Night Science
 - College for Kids
 - Girls STEM Conference
 - Career Exploration
 - Get Focused, Stay Focused
 - Tour of AHC
 - Sports with Spike
 - Bulldog Builders
- YOUR COMMITMENT**
- Take the Pledge!

OUR PROMISE
A Focus on Readiness
 - Leveraging programs for high school students

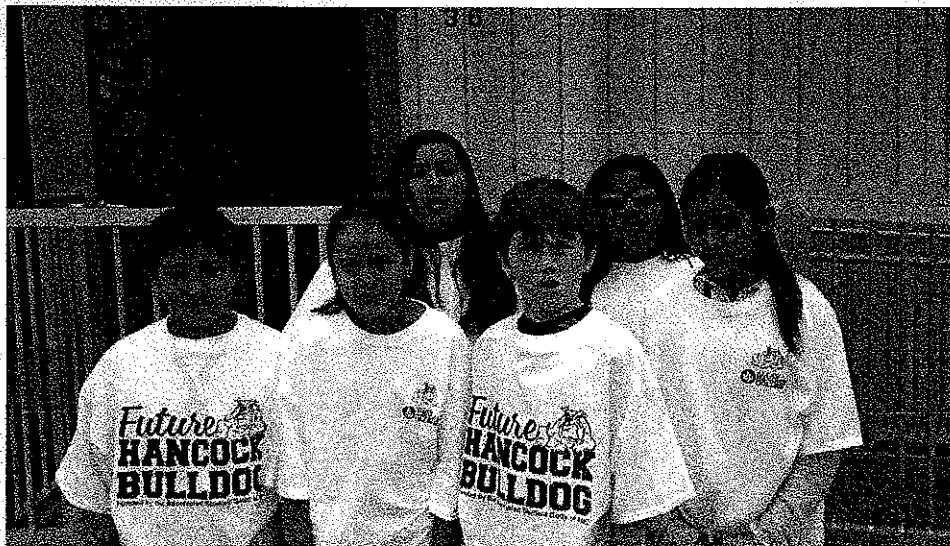
- OUR PROMISE**
- Hancock Hello
 - Bridges to Success
 - Get Focused, Stay Focused
 - Concurrent Enrollment
 - YELL Conference
 - HS Migrant Program
 - Academic Advising Workshops
 - Cash for College Workshops
- YOUR COMMITMENT**
- FAESA & other financial aid workshops

OUR PROMISE
Total Support Program
 - Year time at AHC (tuition and fees)

- OUR PROMISE**
- Priority registration
 - Student Success and Support program
- YOUR COMMITMENT**
- Complete 12 units each semester
 - Maintain 2.0 GPA
 - Complete one math and one English course in first year

OUR PROMISE
To assist in the next steps
 - Successful 2nd year of AHC Graduation or Transfer to a 4-year institution

- OUR PROMISE**
- Course sequencing to decrease time to graduate
 - Financial literacy workshops
 - Scholarship assistance
 - Counselors dedicated for transfer assistance
- YOUR COMMITMENT**
- Complete your degree or
 - Transfer to a 4-year institution



To: Executive Committee	INFORMATION
From: Valerie Moya Foundation Board President	
Subject: Committee List 2016-2017 Update	April 5, 2017

BACKGROUND

Staff will review updates to the Committee List for 2016-2017 that follows on the next three pages.

Executive Committee

Staff liaison: Susan/Toni

Members:

Valerie Moya <i>Pres/Chair</i>	Guy Walker	Robert Manning
Bob Lotwala	Jeffery Hall	Lee-Volker Cox
Georgia Schragar	Kevin Walthers	

Suggested Projects

- Set goals/objectives for Foundation on an annual basis – ensuring organizational priorities match the College’s strategic plan.
- Oversee process improvements/organizational functions for Foundation staff (*employee handbook, background checks, etc.*)
- Provide leadership for direct donor engagement/cultivation and stewardship
- Support ‘One AHC’ model in the community

Governance/Nominations

Staff liaison: Toni

Members:

Brenda Estrada	Mario Juarez <i>Chair</i>
Bob Lotwala	

Suggested Projects

- Refine nomination process (*application/procedures/frequency*) for new board members
- Create and implement new board member orientation packet
- Mentor new board members in first year
- Review Foundation bylaws; recommend changes/updates to executive board
- Propose bi-annual slate of officers and create succession plan

President’s Circle

Staff liaison: Terri Lee

Members:

Maggi Daane <i>Co-Chair</i>	Peggy Hesse <i>Co-Chair</i>
Henry Grennan	George Johnson
Trustee Jeffery Hall	Roger Welt

Suggested Projects

- Increase President’s Circle membership to 90 members by June 2017
- Hold two PR cultivation/stewardship events
- Review current PC brochure/materials and recommend changes
- Contact each new PC member individually (write thank you letters) as added stewardship

Scholarship

Staff liaison: Toni

Members:

Michael Huggins
Robert Manning *Chair*
Linda Metaxas

Sam Orozco
Georgia Schrager

Suggested Projects

- Review current Foundation involvement in Scholarship selection process and recommend path forward. Assist in selection process and waiver decisions
- Review overall Scholarship operations/banquet and recommend process improvements
- Investigate/assist in development of AHC Promise program

Ambassadors/Alumni

Staff liaison: Natalie

Members:

Frank Campo
Michael Carroll
Ed Cora

Jim Fields *Chair*
Michael Huggins
Valerie Moya

Suggested Projects

- Create and implement new Ambassador program beginning Fall 2017
- Identify candidates/promote program in community/create collateral
- Identify opportunities for alumni engagement
- Identify opportunities for foundation board to engage with campus faculty/staff/students and volunteer at events

Finance

Staff liaison: Marlyn/Keli

Members:

Michael Black
Lee-Volker Cox
Tom Lopez

Glenn Owen
Rick Velasco
Guy Walker *Treasurer/Chair*

Suggested Projects:

- Review Investment Funds/performance for Foundation and recommend path forward
- Refine quarterly financial reporting process and presentation to board
- Identify Planned Giving procedures and path forward
- Review all Endowments/restricted funds for donor/fund agreements and guidelines for use

40th Anniversary

Staff liaison: Susan

Members:

Rebecca Alarcio *Co-Chair*

Robert Klug

Jim Bray *Co-Chair*

Doris Lahr

Maggi Daane

Mary Nanning

Judy Frost

Year-long committee to plan and execute 40th anniversary celebration. Events tbd by committee.

Note:

- Finance/Executive remain 'standing committees' and subject to Brown Act
- All other committees created by executive board
- Committees meet quarterly (*or as needed*) and provide reports to Executive Committee and full board of directors



Notice of Quarterly Meeting
Allan Hancock College Foundation Board of Directors
Thursday, April 27, 2017
4 p.m.

DRAFT

Allan Hancock College, Boardroom – B100, 800 South College Drive, Santa Maria, CA 93454

AGENDA

Page

1. Call to order
2. Roll Call
3. Public Comment
Public comment not pertaining to specific agenda items is welcome at this time. If you wish to speak to any item listed, please complete a Request to Speak Card available from the executive director. It is suggested that speakers limit themselves to 5 minutes.
4. Approval of Agenda for April 27, 2017 (ACTION)
5. Approval of Minutes of the January 26, 2017, Quarterly Board Meeting (ACTION) 1-
6. Trustee Appointment Update
An announcement of a change with the college trustee appointments to the foundation for 2017.
7. College Presentation
A presentation to the board by Dr. Paul Murphy, Vice President, Institutional Effectiveness, on student and community demographics.
8. College Presentation
A presentation to the board by Felix Hernandez, Vice President, Operations, on the proposed art complex.
9. College Presentation
A presentation to the board by Susan Houghton, Executive Director, College Advancement on *The Hancock Promise*.
10. Foundation Staff Presentation
A presentation to the board by Natalie Rucobo, Advancement Specialist, on the recent *Crowdfunding Campaign*.
11. Acceptance of Gift by Cheryl and Ted Maddux (ACTION)
The foundation received a generous gift from Cheryl and Ted Maddux.



DRAFT

Notice of Quarterly Meeting
Allan Hancock College Foundation Board of Directors
Thursday, April 27, 2017
4 p.m.

Allan Hancock College, Boardroom – B100, 800 South College Drive, Santa Maria, CA 93454

AGENDA

12. Committees for 2016-2017 *Update*

A review of foundation committees for 2016-2017.

13. Committee Reports

13.A. Governance/Nominations

13.A.1. Bylaw Amendment Proposed Changes

Article V – Directors (ACTION)

A recommendation to approve bylaw amendment changes to Article V – Directors.

13.A.2. Nomination of New Director (ACTION)

A recommendation to approve the nomination of a new director.

13.B. Finance

13.B.1. Review and Approval of Financial Statements (ACTION)

A review of financial statements for the foundation.

13.B.2. Review General Operations Budget Revised (ACTION)

A review and approval of revisions to the general operations budget.

13.C. 40th Anniversary

13.D. Community Ambassadors

13.C.1. Launch of Community Ambassador's Program (ACTION)

A recommendation to launch the new Community Ambassador's Program in the fall.

13.E. President's Circle

13.F. Scholarship

14. Foundation Staff Reports

14.A. A report by staff to the board on various foundation projects.

15. Oral Reports

15.A. Members of the Board of Directors

General Announcements

15.B. College Superintendent/President

Dr. Kevin G. Walthers

15.C. College Trustee

Mr. Jeffery Hall

800 South College Drive, P.O. Box 5170, Santa Maria, CA 93456-5170 | www.ahcfoundation.org
805.925.2004 or 805.922.6966, ext. 3621 | fax 805.739.1064 | ahcfoundation@hancockcollege.edu

The mission of the Allan Hancock College Foundation is to operate for the advancement of education by raising funds and building community support to meet the needs of the college in the areas of scholarships, capital/infrastructure projects and program support.



DRAFT

Notice of Quarterly Meeting
Allan Hancock College Foundation Board of Directors
Thursday, April 27, 2017
4 p.m.

Allan Hancock College, Boardroom – B100, 800 South College Drive, Santa Maria, CA 93454

AGENDA

- 15.D. PCPA Foundation Representative Mr. Jim Bray
- 15.E. Faculty Representative Ms. Linda Metaxas
- 15.F. Student Representative Mr. Michael Huggins
- 15.G. Executive Director, College Advancement Ms. Susan Houghton

- 16. Next Meeting
 - 16.A. The next meeting of the board is the annual organization meeting on Thursday, July 27, 2017, starting at 4 p.m.

- 17. Adjournment (ACTION)
 - 17.A. A motion to adjourn the quarterly meeting of the Allan Hancock College Foundation Board of Directors.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Allan Hancock College Foundation office at (805) 925-2004. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.

Toni McCracken
Scholarship Program Coordinator

To: Executive Committee	ACTION
From: Guy Walker Chair, Finance Committee	April 5, 2017
Subject: Review and Approval of Financial Statements and General Operations Budget Revised	

BACKGROUND

1. A review of the Allan Hancock College Foundation financial statements. (ACTION)

--Contributions Report – 2/28/2017	page 27
--Statement of Operations – 2/28/2017	page 28
--Balance Sheet – 2/28/2017	page 29
--Portfolio Summary – 2/28/2017	page 30

2. A review of the Foundation's current general operations budget. Staff will report on changes to the revenue and expenses for the budget. (ACTION)

--General Operations Budget (Revised) – 2/28/2017

Revenue

- A. *Administration Fee* – 1.5% reduced by \$11,800 (Title III adjustment)
- B. *Young Endowment* – See next page for proceeds history for the Young Endowment. The foundation has the opportunity to utilize additional proceeds to augment the budget without affecting the corpus.

Expenses

- C. *Staff Salaries & Benefits* - \$12,271 increase for hiring Professional Expert and staff salary/benefits increase.
- D. *Public Relations* – Increase \$7,500. Community events appreciation gifts, auction items and 40th Celebration organization and planning expenses.
- E. *Facility Rental/Events* – Increase of \$9,485 for hosting Fall, Spring & Summer Gatherings.
- F. *Bank Service Charges & Brokerage Fees* – Increase of \$8,500 for Title III Endowment broker fees.
- G. *Title III Scholarship & Program Funding* – Amount of increase \$13,355.
- H. *Scholarship Funding* – Increase of \$5,200 for endowments that did not fund scholarships/program and the Marian Hancock Scholarship award.
- I. *Fund balance* carried over from FY 2016.

FISCAL IMPACT

Budget is being revised to reflect foundation's new focus, activities and Title III issues more accurately.

RECOMMENDATION**Motion 1**

Staff recommends approval of the financial statements as submitted to the Finance Committee with a recommendation to forward to the full board for their review/approval at the April quarterly board meeting.

Motion 2

Staff recommends approval of the Foundation's revised general operations budget as submitted to the Finance Committee with additional revenues coming from either the current fund balance reserves as defined in I or proceeds from the Young Endowment, as noted in B.

**Allan Hancock College Foundation
Contributions
July 1, 2016 through June 30, 2017**

Account	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
General Operations	\$ 50	\$ 4,850	\$ 417	\$ 117	\$ 559	\$ 1,950	\$ 10,545	\$ 1,000					\$ 19,488
Endowments - Unrestricted	\$ 245,000												\$ 245,000
President's Circle	\$ 4,908	\$ 4,925	\$ 4,408	\$ 8,325	\$ 5,649	\$ 7,018	\$ 8,243	\$ 4,952					\$ 48,429
Restricted	\$ 65,275	\$ 4,750	\$ 2,705	\$ 2,585	\$ 74,764	\$ 3,233	\$ 8,897	\$ 27,044					\$ 189,252
Scholarships	\$ 22,713	\$ 1,199	\$ 37,109	\$ 52,081	\$ 26,226	\$ 26,403	\$ 71,016	\$ 46,074					\$ 282,821
Endowments	\$ 5,330	\$ 225	\$ 4,787	\$ 16,275	\$ 28,050	\$ 27,500	\$ 8,970	\$ 320					\$ 91,457
MONTHLY TOTALS	\$ 343,276	\$ 15,948	\$ 48,428	\$ 79,383	\$ 135,248	\$ 66,104	\$ 107,871	\$ 79,390					\$ 876,447
CURRENT YTD TOTALS	\$ 343,276	\$ 359,224	\$ 408,650	\$ 488,033	\$ 623,281	\$ 689,385	\$ 797,056	\$ 876,447	\$ -	\$ -	\$ -	\$ -	\$ 876,447

PRIOR YEARS CONTRIBUTIONS

July 15 - June 16	1,766,065
July 14 - June 15	1,354,736
July 12 - June 13	11,662,226
July 11 - June 12	774,867
July 10 - June 11	907,673
July 09 - June 10	941,725
July 08 - June 09	1,053,236
July 07 - June 08	1,070,668
July 06 - June 07	1,098,427
July 05 - June 06	1,125,361
July 04 - June 05	951,050
July 03 - June 04	938,647

NOTES:

- a) Report does not include investment portfolio activity.
- b) Report does not include outstanding pledges.

ALLAN HANCOCK COLLEGE FOUNDATION
STATEMENT OF OPERATIONS BY SUBFUND
FOR THE PERIOD ENDING 02/28/2017

	Rounded to the Nearest Dollar						
	Cash Admin	General Operations	Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
REVENUE:							
Contributions	0	19,421	275,111	282,821	336,457	0	913,810
Contributions non-cash	0	0	0	0	0	0	0
District Grant Contributions	0	35,036	0	0	0	0	35,036
Interest and dividends	0	17,912	1	0	0	409,344	427,257
Gain/Loss on sale of investments	0	-3,347	0	0	0	95,374	92,027
Change in asset portfolio	0	32,672	0	0	0	1,277,206	1,309,879
Other Local Revenues	0	67	1,636	0	0	0	1,703
Total revenue	0	101,761	276,747	282,821	336,457	1,781,924	2,779,711
EXPENDITURES:							
Scholarships	0	0	1,175	500,502	0	0	501,677
Student Assistance	0	0	16,694	0	0	0	16,694
District/College Support	0	0	48,649	0	0	0	48,649
Salaries	0	297,838	1,122,883	611,002	20,182	3,215,695	5,267,599
Employee benefits	0	52,019	235,365	115,535	2,602	704,526	1,110,046
Supplies and materials	0	15,634	73,050	11,821	0	11,998	112,503
Contracted personal services	0	6,695	2,590	6,235	0	0	15,520
Travel and conference	0	5,677	2,596	613	0	0	8,887
Memberships and permits	0	2,634	1,254	0	0	0	3,888
Technology Services	0	0	0	0	0	0	0
Telephone	0	552	0	0	0	0	552
Contracts and leases	0	8,134	26,155	7,089	0	0	41,378
Postage and advertising	0	10,233	-27,350	0	0	0	37,583
Bank/brokerage charges	0	9,181	32	0	0	107,996	117,209
Miscellaneous expense	0	0	76,712	0	0	0	76,712
Building and equipment	0	0	17,567	203	0	0	17,770
Credit Card Disc. Fees	0	1	0	0	0	0	1
Total expenditures	0	408,598	1,652,072	1,253,000	22,785	4,040,213	7,376,668
Net income(loss)	0	-306,837	-1,375,324	-970,179	313,672	-2,258,289	-4,596,957
OTHER FINANCING SOURCES/OUTGO:							
Transfers in	0	167,173	5,263	11,000	104,737	243,946	532,119
Transfers out	0	0	48,250	37,824	107,500	375,869	569,443
Net transfers	0	167,173	-42,987	-26,824	-2,763	-131,923	-37,324
Net inc/dec in fund bal	0	-139,664	-1,418,311	-997,003	310,909	-2,390,212	-4,634,281
FUND BALANCE:							
Fund equity, July 1	0	289,766	1,627,011	658,523	18,582,136	996,709	22,154,144
Current balance	0	150,101	208,700	-338,481	18,893,045	-1,393,503	17,519,863

ALLAN HANCOCK COLLEGE FOUNDATION
BALANCE SHEET BY SUBFUND
FOR PERIOD ENDED 02/28/2017

	Cash Admin	Rounded to the Nearest Dollar General Operations	Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
ASSETS							
Cash and securities							
Claim on Cash	-8,358,588	359,142	1,607,061	421,355	3,432,315	2,538,715	0
Claim on Cash-Treasury	0	0	0	0	0	0	0
Checking	826,878	0	692	0	0	0	827,570
Credit Card	5,673	0	0	0	0	0	5,673
Cash on hand	100	0	0	0	0	0	100
Investment cash	181,944	0	0	0	376,513	0	558,458
Investment securities	6,502,155	0	0	0	14,158,810	0	20,660,965
FMV increase/decrease	841,838	0	0	0	948,159	0	1,789,997
Total cash & securities	0	359,142	1,607,754	421,355	18,915,797	2,538,715	23,842,762
Receivables							
Due from other funds	0	10,696	0	0	0	0	10,696
Accrued interest receivable	0	0	0	0	33	0	33
Payroll taxes receivable	0	0	0	0	0	0	0
Total receivables	0	10,696	0	0	33	0	10,729
Total assets	0	369,838	1,607,754	421,355	18,915,830	2,538,715	23,853,491
LIABILITIES							
Accounts payable	0	0	0	0	0	0	0
Payroll taxes payable	0	0	0	0	0	0	0
Due other funds	0	0	0	7,338	0	0	7,338
Total liabilities	0	0	0	7,338	0	0	7,338
FUND BALANCE							
Fund equity FYB	0	289,766	1,627,011	658,523	18,582,136	996,709	22,154,144
Current income/loss	0	80,072	-19,258	-244,505	333,694	1,542,006	1,692,009
Total fund balance	0	369,838	1,607,754	414,018	18,915,830	2,538,715	23,846,154
Total liab & fund balance	0	369,838	1,607,754	421,355	18,915,830	2,538,715	23,853,491

ALLAN HANCOCK COLLEGE FOUNDATION
 Summary of Portfolio Allocation
 January 1, 2017 - February 28, 2017

**GENERAL OPERATIONS, RESTRICTED
 and SCHOLARSHIPS**

	1/1/2017	Deposits Withdrawals	2/28/2017
Morgan Stanley Active Assets, .010%	\$ 632,394	\$ 4.87	\$ 632,399
Morgan Stanley, Consulting Group Advisor	\$ 674,255	\$ 20,404	\$ 694,659
Rabobank - Checking	\$ 122,860	\$ 71,618	\$ 194,479
Rabobank - Credit Card	\$ 4,264	\$ 1,409	\$ 5,673
Heritage Oaks Bank - Savings	\$ 692	\$	\$ 692
Cash on Hand	\$ 100	\$	\$ 100
Sub-Total	\$ 1,434,566		\$ 1,528,002

ENDOWMENTS	Investment Basis	Beginning Market Value 01/01/17	Deposit Gains/Loss	Ending Market Value 2/28/2017	Total Market Value Change YTD
Morgan Stanley	\$ 2,984,748	\$ 5,216,907	\$ 108,422.29	\$ 5,325,330	\$ 108,422
LPL Financial	\$ 854,408	\$ 1,448,544	\$ 22,752	\$ 1,471,295	\$ 22,752
Osher-Bartleson Fund Endowment	\$ 100,000	\$ 121,312	\$	\$ 121,564	\$ 252
Northern Trust (Young Quasi Endowment)	\$	\$ 1,391,334	\$ 50,399	\$ 1,441,733	\$ 50,399
LPL Financial	\$ 13,000	\$ 48,330	\$ 3,468	\$ 51,798	\$ 3,468
Sub-Total	\$ 3,952,157	\$ 8,226,427		\$ 8,411,720	\$ 185,293

PATRICIA J. BOYD FUND

Rabobank Wealth Management	\$ 4,000,000	\$ 4,243,830	\$ 176,413	\$ 4,420,243	\$ 176,413
Northern Trust	\$ 6,000,000	\$ 6,578,852	\$ 238,314	\$ 6,817,166	\$ 238,314
Morgan Stanley	\$ 2,115,777	\$ 2,586,325	\$ 79,306	\$ 2,665,631	\$ 79,306
Sub-Total	\$ 12,115,777	\$ 13,409,007		\$ 13,903,040	\$ 494,033
		\$ 23,070,000			

Total General Opr, Restricted, Scholarships & Endowments	\$ 23,842,762
Accounts Receivable	\$ 10,729
Total Assets	\$ 23,853,491
Total Liabilities - Accounts Payable	\$ (7,338)
Net Assets	\$ 23,846,153

**Allan Hancock College Foundation
General Operations Budget
July 1, 2016 - June 30, 2017**

As of 2/28/2017

	2016-17 Approved Budget	2016-17 Actual Rev & Exp	2016-17 Remaining Budget	2016-17 Projected Total Rev & Exp thru 6/30/17
REVENUE				
General Operations - Unrestricted Contributions	20,100	19,421		23,000
General Operations - Interest	20,000	17,912		26,000
A. Administration Fee - 1.5%	90,000	53,943		78,200
President's Circle Campaign	10,500	10,500	-	12,000
Consulting Group Advisor - Unrealized Gain/Loss	30,000	29,325		38,000
Marian Hancock Trust	24,750	24,750	-	24,750
B. F. Young Endowment Proceeds	75,000	75,000	-	75,000
District Title 5 Support - Advancement Specialist	55,975	35,036		57,740
Other - rebate	0	67		67
Madson Endowment Proceeds	5,500	2,980		2,980
TOTAL GENERAL OPERATIONS REVENUE	331,825	268,934	-	337,737
EXPENSES				
Executive Director	50,000	0	50,000	48,568
Staff Salaries	190,265	110,316	79,948	199,438
Staff Health/Welfare Benefits	15,200	7,600	7,600	18,304
Staff Payroll Taxes/Insurance	22,069	13,077	8,992	23,495
C. Sub Total Staff Salaries & Benefits	277,534	130,993	146,541	289,805
D. Public Relations - 40th Celebration	500	3,151	(2,651)	8,000
Operational Supplies	5,000	4,888	112	5,900
Printing	6,600	2,383	4,217	8,000
Food Supplies	5,000	3,740	1,260	5,000
Consultants, Service Contracts	3,500	7,727	(4,227)	8,127
Conferences	3,000	4,839	(1,839)	4,400
Business Travel Expense	1,500	838	662	1,500
Dues and Memberships	1,750	2,484	(734)	2,500
Licenses, Permits, Filing Fees	225	150	75	225
Telephone	700	552	148	700
E. Facility/Events(Fall, Spring & Summer Gathering)	0	7,172	(7,172)	16,057
Agreements (Scholarship Program Support)	9,000	0	9,000	8,925
Equipment Leases & Agreements	500	530	(30)	530
Postage and Courier Services	3,000	649	2,351	2,500
Community Support/Advertising	1,000	9,584	(8,584)	9,584
F. Bank Service Charges & Brokerage Fees	4,500	9,182	(4,682)	13,000
Equipment & Computer Software	1,000	0	1,000	950
G. Title III Scholarship & Program Funding	0	0	-	13,355
H. Scholarship Funding	3,000	0	3,000	8,200
Annual Scholarship Banquet	4,500	0	4,500	4,500
Sub Total Operating Expenses	54,275	57,870	107%	121,953
TOTAL GENERAL OPERATING EXPENSES	331,809	188,863	57%	411,758
Net Revenue/Expense	16	80,071		(74,021)
I. Beginning Fund Balance, July 1, 2016	289,766	289,766		289,766
ENDING FUND BALANCE	289,782	369,837	-	215,745

**Allan Hancock College Foundation
Young Endowment Principal and Proceeds Activity**

	7/1/12-6/30/2013	7/1/13-6/30/2014	7/1/14-6/30/2015	7/1/15-6/30/2016	7/1/16-2/28/2017
Principal	\$ 702,255.77	\$ 702,255.77	\$ 702,255.77	\$ 702,255.77	\$ 702,255.77
Beginning Balance - Proceeds	\$ (20,204.13)	\$ 78,785.21	\$ 221,250.57	\$ 228,832.58	\$ 146,557.17
Proceeds	\$ 136,489.34	\$ 187,465.36	\$ 47,582.01	\$ (32,275.41)	\$ 154,646.65
Transfer to Foundation Operations	\$ (37,500.00)	\$ (45,000.00)	\$ (40,000.00)	\$ (50,000.00)	\$ (75,000.00)
Brokerage Fee					\$ (5,490.75)
Ending Balance	\$ 781,040.98	\$ 923,506.34	\$ 931,088.35	\$ 848,812.94	\$ 922,968.84

To: Executive Committee	INFORMATION April 5, 2017
From: Jim Bray and Rebecca Alarcio, Co-Chairs 40th Anniversary Committee	
Subject: Quarterly Report	

BACKGROUND

A PowerPoint presentation will be shared with the committee about the planning for the Foundation's 40th Gala in October along with updates on other activity planned for the year-long celebration.

To: Executive Committee	ACTION
From: Jim Fields, Chair Community Ambassadors Committee	April 5, 2017
Subject: Quarterly Report	

BACKGROUND

The Ambassador Committee met twice this quarter and set a foundation for the program. The committee has drafted proposals for both the Ambassador Curriculum and the Ambassador Application packet. The program is expected to launch on August 17 and will be a 6-month program. Copies will be distributed to committee members at the meeting.

FISCAL IMPACT

Staff will apply for a \$5,000 Express Grant through the Santa Barbara Foundation to assist with expenses associated with the program, which are anticipated to be \$2,500 annually.

RECOMMENDATION

The Community Ambassadors Committee recommends approval for the launch of the *Allan Hancock College Ambassador Program* in mid-August as submitted.

To: Executive Committee	ACTION
From: Mario Juarez, Chair Governance and Nominations Committee	April 5, 2017
Subject: Quarterly Report	

BACKGROUND

The committee met March 7 and March 27. Items of discussion included focus and purpose of the committee; review of bylaws, with a specific task to discuss the *Associate Director* category; and review of nominations of possible new directors with a recommendation to submit nominations to the full board at the October quarterly meeting.

The committee also discussed membership expectations for directors with a recommendation to develop a one-page document that new (and current directors) would sign before joining the board. This would include information about expectation of attending meetings, financial commitment, and participation on at least one foundation committee.

Action Items for Executive Committee approval**7.D.1. Bylaw Amendment Proposed Changes****7.D.1.a. Article V.F. – Directors Term (ACTION)**

There was agreement to update the sentence ...*The term of office of each Director shall expire automatically at the February/January meeting following his/her 9th consecutive year* as director terms will begin/end on a calendar year.

7.D.1.b. Article V.J.1.a.-d. – Associate Directors (ACTION)

The committee discussed the purpose of the *Associate Director* designation and had concerns with this designation excluding directors from voting and quorum rights of a regular director. Following discussion there was agreement to remove the section on *Associate Directors – Article V.J.1.a.-d.*

~~J. The Board of Directors shall have such Associate Board of Directors as are designated in or pursuant to this Paragraph J.~~

~~1. Each Associate Board of Director:~~

- ~~a. shall be entitled to receive notice of, and attend, meetings of the Board of Directors (but the failure to give such notice shall not affect the validity of any such meeting), but shall not be counted toward the limit described in Paragraph V(B) above, shall not be counted toward the quorum requirement for meetings of Directors, and shall not be entitled to vote at such meetings;~~
- ~~b. shall not have any authority to bind this Corporation in any manner, except as the Board of Directors may designate from time to time by resolution;~~
- ~~c. may be removed without cause by the Board of Directors; and~~
- ~~d. shall have only those duties that are designated by the Board of Directors and accepted by the Associate Board of Directors.~~

7.D.2. Nomination of New Director (ACTION)

7.D.2.a. The committee recommends approval of the nomination of Ken Ostini to rejoin as a director to the Foundation Board by the Executive Committee and the full board.

7.D.3. Proposed Slate of Officers for 2017

7.D.3.a. The committee recommends the slate of officers for 2017 as follows: Valerie Moya, President; Bob Lotwala, Vice President; Georgia Schrage, Secretary; Guy Walker, Treasurer. All have been contacted and have agreed to serve another year. This will be presented to the full board as an information item at the April 27 quarterly board meeting.

FISCAL IMPACT

None

RECOMMENDATION

7.D.1.a. The Governance and Nominations Committee recommends approval of the proposed bylaw amendment change to update Article V.F. *Directors Term* the following sentence...*"the term of office of each Director shall expire automatically at the February January meeting following his/her 9th consecutive year as director terms will begin/end on a calendar year as submitted.*

7.D.1.b. The Governance and Nominations Committee recommends approval of the proposed bylaw amendment change to delete Article V.J..A.-d. *Associate Directors* as submitted.

7.D.2.a. The Governance and Nominations Committee recommends approval of the nomination of Ken Ostini as a Foundation Director as submitted, with a further recommendation that he join the Governance and Nominations Committee.

To: Executive Committee	INFORMATION
From: Maggi Daane and Peggy Hesse, Co-Chairs President's Circle Committee	April 5, 2017
Subject: Quarterly Report	

BACKGROUND

The following events are scheduled for President's Circle members:

--PCPA Encore Circle/Foundation President's Circle Joint Reception & *Lend Me a Tenor* Performance
Saturday, April 22 – 5:30 to 6:30 p.m., Reception / 7 p.m. Performance – Marian Theatre

--Summer Social – Clos Pepé Estate Vineyard
Wednesday, June 28 – 5 to 7 p.m. - 4777 East Highway 246 in Lompoc

--President's Circle/Boosters Tail Gate Party – AHC Football Game – AHC vs. San Bernardino
Saturday, September 30 – 1:30 p.m. – AHC Football Field

New President's Circle Members since July 2016 (25)

Aera Energy, LLC	Marna Lombardi
Boys & Girls Club of SMV	Ted & Cheryl Maddux
Frank Campo	Richard & Cindy Mahon
Rod & Kathy Chilcoat	Andrew Masuda
Doug & Terri Lee Coleman	Moxie Café – Hardy Diagnostics
Community Health Centers	Eddie & Jennifer Murray
Dr. Lee-Volker & Michelle Cox	Glenn & Kelly Owen
Joan & Ernie DeGasparis	Cathy & Steve Pepe
Susan Houghton & Larry Thompson	Rabobank, N.A.
Home Motors	Dr. George & Tere Railey
John & Deborah Hunt	Santa Maria Times
Mrs. Elizabeth & Dr. Jerry Jones	John & Emily Smith
Larry & Krystal Lahr	

Pending

Jim Glines – Community Bank of Santa Maria
Glenn Morris – SMV Chamber of Commerce
Ed Cora – Guadalupe Union School District

To: Executive Committee	INFORMATION
From: Bob Manning, Chair Scholarship Committee	
Subject: Quarterly Report	
April 5, 2017	

BACKGROUND

The committee met twice during this quarter.

Topics/Items discussed included:

- Overview of the Foundation's Scholarship Program
- Setting goals that include
 - educating and involving directors with the campus scholarship committee which includes setting policy, reading/ranking/identifying students for donor award.
 - educating and involving directors with the campus event committee for the annual scholarship ceremony.

Committee members were invited to attend the spring meetings of the campus scholarship committee, which will be on Friday afternoons – March 17, March 31, and April 7 – 12:30 to 4 p.m.

Directors will also be invited to attend meetings of the college scholarship event committee giving them the opportunity to understand the process and participate as time permits with their schedules.