



**NOTICE OF  
ANNUAL ORGANIZATIONAL MEETING  
ALLAN HANCOCK COLLEGE FOUNDATION  
BOARD OF DIRECTORS  
Thursday, July 19, 2018  
4—6 p.m.**

# Agenda

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

*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.*

## **OFFICERS**

Valerie Moya Boice  
*President*  
Guy R. Walker  
*Vice President*  
Mary Nanning  
*Secretary*  
Glenn Owen  
*Treasurer*

## **DIRECTORS**

Rebecca Alarcio  
James H. Bray  
Frank Campo  
Michael J. Carroll  
Lee-Volker Cox, Ed.D.  
Maggi Daane  
James E. Fields  
Judy Frost  
Tim Harrington  
Margaret S. Hesse  
George Johnson  
Mario Juarez, Esq.  
Robert B. Klug  
Doris T. Lahr  
Robert Manning  
Mary K. Nanning  
Sam Orozco, D.P.A.  
Ken Ostini  
Rick Rust  
Georgia Schragar  
Dan Stevens  
Roger Welt, Ed.D.

## **EMERITUS DIRECTORS**

Michael L. Gibson  
Ronald L. Thatcher

## **COLLEGE TRUSTEE REPRESENTATIVES**

Jeffery Hall  
Gregory A. Pensa

## **COLLEGE REPRESENTATIVES**

Kevin G. Walthers, Ph.D.  
*Superintendent/President*  
Michael Black  
*Associate Superintendent/Vice President,  
Finance and Administration*  
Susan Houghton  
*Executive Director,  
College Advancement*  
Christopher Diaz  
*Faculty*  
Frankie Maldonado  
*Student*

## **FOUNDATION STAFF**

Marlyn Cox  
Toni McCracken  
Natalie Rucobo



Notice of Annual Organizational Meeting  
Allan Hancock College Foundation Board of Directors  
Thursday, July 19, 2018  
4:00 – 6:00 p.m.

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

***Please join us for a reception celebrating the first graduating class of Community Ambassadors at 3:30 pm in the boardroom – prior to the start of the Foundation Quarterly Board Meeting.***

AGENDA

	Page	Time
1) Call to order		4:00 PM
2) Roll Call		4:01 PM
3) Public Comment <i>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.</i>		4:02 PM
4) Approval of Agenda for July 19, 2018 (ACTION)		4:05 PM
5) Approval of Minutes – April 26, 2018 Quarterly Board Meeting (ACTION)	1-6	4:06 PM
6) Introduction and Welcome of New Administrative Assistant	7	4:08 PM
7) Governance & Nominations Committee Report		
7. A. 2018-2019 Slate of Officers (ACTION) The Foundation’s 2018-2019 slate of officers is presented for board approval.	8	4:10 PM
7. B. Passing of the Gavel The current President, Valerie Moya Boice, will pass the gavel to Lee-Volker Cox to begin his duties as the new Foundation President.	8	
7. C. New Faculty and Student Representatives for 2018-2019 (ACTION) New representatives for both faculty and students will be announced.	8	
7. D. New Board Member Nominations The board will discuss and approve new board member nominations.	8	
7. E. Board Member’s End of Service and Resignations The announcement of board member resignations.	8	

	Page	Time
8) Presentation (Information)		
8. A. Measure Y Bond Update by Dr. Kevin G. Walthers	9	4:20 PM
9) Executive Committee		
9. A. 2018-2019 Proposed Calendar (ACTION)	10-11	4:30 PM
A proposed calendar of foundation meetings and events for the new fiscal year.		
9. B. Conflict of Interest and Disclosure Form (ACTION)	12-14	4:33 PM
Annually board members are required to complete a <i>Conflict of Interest and Disclosure</i> statement.		
9. C. Foundation <i>Director's Responsibility</i> One Sheet (ACTION)	15-16	4:35 PM
A proposed one sheet outlining the responsibilities of a Foundation board member for review and approval.		
10) Finance Committee		
10. A. 2018-2019 Proposed Operating Budget for Foundation (ACTION)	17-18	4:35 PM
The Foundation's 2018-2019 operating budget is presented for review and approval.		
10. B. 2018-2019 Foundation District Budget (ACTION)	19-20	4:45 PM
The Foundation's district budget is presented for review and approval.		
10. C. Review of Financial Statements (ACTION)	21-24	4:55 PM
A review of Foundation financial statements for the period ending 4/30/2018.		
11) Committee Reports		
11. A. Hancock Promise (Information)	25	5:05 PM
11. B. Community Ambassador (Information)	26	5:15 PM
11. C. President's Circle (Information)	27	5:25 PM
11. D. Scholarship (Information)	28	5:35 PM
12) Oral Reports		5: 45 PM
12. A. Members of the Board of Directors		General Announcements
12. B. College Superintendent/President		Dr. Kevin G. Walthers
12. C. College Trustee		Mr. Jeffery Hall
12. D. PCPA Foundation Representative		Mr. Jim Bray
12. E. Faculty Representative		Mr. Christopher Diaz
12. F. Student Representative		Mr. Frankie Maldonado
12. G. Executive Director, College Advancement		Ms. Susan Houghton

- |   | Page | Time    |
|---|------|---------|
| 13) Next Meeting<br>The next meeting of the board is Thursday, October 25, 2018, 4:00-6:00 PM.                                    |      | 5:59 PM |
| 14) Adjournment (ACTION)<br>A motion to adjourn the quarterly meeting of the Allan Hancock College Foundation Board of Directors. |      | 6:00 PM |

*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 – Advancement Officer

**ALLAN HANCOCK COLLEGE FOUNDATION**  
QUARTERLY MEETING OF THE BOARD  
Minutes of April 26, 2018

**1. Call to Order**

Foundation President, Valerie Moya Boice, called the meeting to order at 4:03 p.m.

**2. Roll Call**

*Directors Present:* A. Alarcio, J. Bray, F. Campo, M. Carroll, L-V Cox, M. Daane, J. Fields, J. Frost, T. Harrington, G. Johnson, M. Juarez, R. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, D. Stevens, G. Walker, R. Welt

*Directors Absent:* E. Cora, P. Hesse, R. Klug, D. Lahr, T. Lopez, S. Orozco, R. Rust, G. Schragger

*College Representatives:* S. Houghton, M. Black (unable to attend), K. Walthers (unable to attend)

*Faculty Representative:* L. Metaxas

*Student Representative:* J. Cruz

*Foundation Staff:* M. Cox, N. Gastelum, T. McCracken (unable to attend), N. Rucobo

*Guests:* John Hood, Yvon Frazier

*Recorder:* N. Gastelum

**3. Public Comment**

There was no public comment.

**4. Approval of Agenda – April 26, 2018**

A recommendation was made by President Moya Boice to move item seven to between items 12 and 13 in order to accommodate a late arrival of L. Metaxas. President Moya Boice called for a motion to approve the agenda with amendment.

Motion: On a motion by Director Daane, seconded by Director Ostini, the agenda was approved as amended on a roll-call vote as follows: Ayes: R. Alarcio, J. Bray, F. Campo, M. Carroll, L-V. Cox, M. Daane, J. Fields, J. Frost, T. Harrington, G. Johnson, M. Juarez, R. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, G. Walker, and R. Welt / Concurs: Student Representative / Noes: None / Abstentions:

**5. Approval of Minutes – January 23, 2018, Annual Retreat**

President Moya Boice called for a motion to approve the minutes of the January 23, 2018 Annual Retreat as submitted.

Motion: On a motion by Director Frost, and seconded by Director Daane, the January 23, 2018 Annual Retreat meeting minutes were approved on a roll call vote as follows: Ayes: J. Bray, F. Campo, L-V. Cox, M. Daane, J. Fields, J. Frost, T. Harrington, G. Johnson, R. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, G. Walker, and R. Welt / Concurs: Student Representative / Noes: None / Abstentions: R. Alarcio, M. Carroll, M. Juarez,

**6. Approval of Minutes – January 23, 2018, Quarterly Board Meeting**

President Moya Boice called for a motion to approve the minutes of the January 23, 2018 Quarterly Board Meetings as submitted.

Motion: On a motion by Director Campo, and seconded by Director Johnson, the January 23, 2018 Annual Retreat meeting minutes were approved on a roll call vote as follows: Ayes: J. Bray, F. Campo, L-V. Cox, M. Daane, J. Fields, J. Frost, T. Harrington, G. Johnson, R. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, G. Walker, and R. Welt / Concurs: Student Representative / Noes: None / Abstentions: R. Alarcio, M. Carroll, M. Juarez,

4:08 p.m. – Dan Stevens arrived

**7. Recognition of Outgoing Faculty and Student Representative**

S. Houghton announced that L. Metaxas would be retiring from the Board of Directors effective June 30, 2018. S. Houghton thanked L. Metaxas for her service and commended her on her work with the AHC STEM Program and Friday Night Science as well as her commitment to establishing a scholarship for students. A gift was presented and L. Metaxas thanked S. Houghton and the rest of the Board for allowing her to serve with them.

S. Houghton also announced that Student Representative, J. Cruz, is leaving the Board as well and indicated that she has been impressed with her advocacy on behalf of AHC students and with her efforts toward establishing a Dream Center on campus. J. Cruz thanked the Board for the opportunity to serve the students and the college in this capacity and stated that she is looking forward to the work of the new ASBG President.

**8. Presentation – John Hood, Professor and Chair of AHC Fine Arts Department**

J. Hood gave an overview of the new Fine Arts Complex proposed for the AHC campus. The project has been in the planning stages for over 20 years, and Mr. Hood is excited to see the plans moving forward. This well-designed building will accommodate all nine Fine Arts programs of the college, previously housed in several separate buildings for over 50 years. These programs include Art, Graphics, Music, Dance, Multi Media and Animation, Photography, Film, and a two-year technical Drama program that differs from the PCPA program. The building will also include a high-capacity recital hall that can be used for performances by community members as well as the college.

The Fine Arts program at AHC has prepared students for careers in a variety of fields and many students have earned internships and accepted jobs at a variety of organizations both local and across the country. The faculty includes highly skilled instructors, many of whom have worked professionally in their fields of interest. The new Fine Arts Complex will continue the tradition of excellence for this department and allow for the expansion of its programs.

John Hood left at 4:30 p.m.

**9. Presentation – Yvon Frazier, Program Director/ECS Associate Professor**

Y. Frazier presented information on a special grant allowing for the Children's Lab School expansion at the Lompoc Valley Center in the fall of 2018. The expansion is in response to a growing need of Lompoc-based students who find it difficult to commute to the Santa Maria campus for their childcare lab work as well as a demand for additional childcare in the

Lompoc Valley. The Children's Lab offers students who are pursuing a degree in early childhood education the opportunity to practice skills they learn in class in a real-time environment with children who attend the center on a regular basis. The Children's Center also provides childcare for AHC students who otherwise may not be able to attend classes due to childcare issues.

The Children's Center Lab School will offer 15 new spots for children ranging in age from three months to five years and will be open Monday through Friday for one of three sessions. The Day Session will serve children from 7:45 a.m. - 4:45 p.m. The Twilight Session will accommodate children from 6:15 – 9:45 p.m., and the Community Education Session will be open from 5:45 -10:30 p.m. Vacancies are filled according to pre-set criteria; however, there is some flexibility for filling available spots. The center also allows for inclusion of children with disabilities who do not require a specialized day program and no-cost tuition may be available for families who qualify.

Yvon Frazier left the meeting at 4:45 p.m.

#### **10. Conflict of Interest Statement**

The annual Conflict of Interest Statement was given to all board members to sign and return by the end of the meeting. A question asked by Director Cox, however, indicated that a review of the statement was needed before members could sign. This review will be conducted by the Governance Chair, Mario Juarez, prior to the next meeting. If a revision is in order, it will be emailed to all board members for signature so that the signed statements can be included in the documentation for the annual audit. The Foundation is required to have this form on file for each board meeting and is part of the annual audit.

#### Motion

On a motion by Director Campo, seconded by Director Manning, the board approved a review of the Conflict of Interest Statement prior to signing on a roll-call vote as follows:  
Ayes: R. Alarcio, J. Bray, F. Campo, M. Carroll, L-V. Cox, M. Daane, J. Fields, J. Frost, T. Harrington, G. Johnson, M. Juarez, R. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, D. Stevens, G. Walker, and R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

#### **11. Finance Committee – Glenn Owen, Chair**

Director Owen reviewed the financial statements as submitted in the agenda packet for board members. Director Owen indicated he is working on a financial overview summary to present at subsequent board meetings. This one-page summary will provide a good representation of the foundation's financial picture and can then be used as a springboard for questions regarding details of the report. A cash and investment summary is also being prepared.

Comments about the financial statements included a question from L. Metaxas asking if the Summary of Portfolio Allocation included all funds controlled by the Foundation, most specifically, the STEM Federal Endowment, and the Lola Dority Endowment. S. Houghton indicated that these funds are included under the pooled endowment listed on the summary of portfolio allocation report and are not specifically named within the report; however, fund owners are presented with detailed information annually.

J. Bray requested information on drawing down the funds allocated for the Fine Arts Complex. Director Owen reported that the finance committee has approved the district's two-year construction disbursement schedule. The first \$600,080 has taken place. Further, the finance committee approved the disbursements be at the same rate as when the funds were invested in a 60/40 percent allocation.

#### Motion

On a motion by Director Juarez, seconded by Director Walker, the board approved the financial statements as submitted on a roll-call vote as follows: Ayes: R. Alarcio, J. Bray, F. Campo, M. Carroll, L-V. Cox, M. Daane, J. Fields, J. Frost, T. Harrington, G. Johnson, M. Juarez, R. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, D. Stevens, G. Walker, and R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

### **12. Committee Reports**

*12. A. Hancock Promise Update* – G. Walker reported that the Hancock Promise campaign is going well. Area captains have been identified, and the committee has been focused on gathering names of prospective donors and committee members, educating the community on the Hancock Promise, and coordinating events for each of the outreach areas. G. Walker encouraged all board members to attend the President's Circle Spring Gathering on May 9, 2018 and to invite someone to join them for the event. Additionally, Director Walker also asked board members to consider pledging their support of the campaign through a personal gift and he indicated that he would be contacting each board member individually to discuss their support.

Area captains J. Fields (Lompoc) and L-V. Cox (Santa Maria/Guadalupe) were invited to summarize their successes so far and both indicated that their teams are forming nicely. L-V. Cox also stated that an information meeting for prospective committee members and donors would be held at Ron and Mary Nanning's home on May 16, 2018. An electronic invitation will be developed for this event and board members are encouraged to forward it to prospects they are considering.

S. Houghton thanked G. Walker for his leadership.

D. Stevens, Director of Operations for Rabobank, and K. Walthers, Superintendent/President of AHC, are the area captains for corporate giving. S. Houghton invited Director Stevens, to share a bit about his involvement with The Hancock Promise and Rabobank's support of the campaign. D. Stevens shared that he is one of twelve children in a family that prizes education. Education is the "why" of what he does and is part of his culture. For him, education is a right, not a privilege. When Rabobank leadership challenged its executive members to fund their "why", D. Stevens was excited to offer Rabobank's support to the Hancock Promise.

*12. B. Community Ambassador Committee Update* – M. Carroll updated board members on the activities of the AHC Ambassadors who are completing their yearlong program. Recruitment for the Class of 2018 is underway and board members were encouraged to invite people they know who may be a good candidate for the program, especially community leaders and mid-career executives from each city in the AHC district. The goal of



the committee is to establish a waiting list and they are hoping to have a new roster by July 2018.

N. Rucobo also spoke to the board members and presented the results of a program satisfaction survey, which the current class of ambassadors completed in March 2018. The survey asked participants to rank several areas, including individual sessions and tour logistics. Overall, class members were very happy with the program and ranked their visit to LVC as a favorite with five stars. Some members also indicated that they are considering further involvement with AHC via service on a community advisory board or as a foundation board member. One class member also suggested that future classes engage in a community service project.

*12. C. Governance and Nominations Committee Update* – M. Juarez updated board members on the goals the committee is working on. A slate of officers for 2018-2019 was forwarded to the Executive Committee, with the in-coming president being L-V. Cox. The entire slate will be presented at the July annual organizational board meeting. The committee is also working on recruiting board member prospects that can represent all college district areas.

Director Juarez also addressed the content of the by-laws and S. Houghton shared that the foundation by-laws indicate that as members of the Executive Board step down from their position, the board may replace them.

Rebecca Alarcio left at 5:20 p.m.

*12. D. President's Circle Committee Update* – M. Daane informed board members that the current number of President's Circle members is 87. Director Daane also shared that there is a new brochure and encouraged board members to serve as ambassadors for the President's Circle by inviting potential members to the Spring Gathering, which will be held Wednesday, May 9, 2018 at the Carriage House in Santa Ynez. M. Daane also reminded the board to RSVP to this event so that we know how many people to expect.

*12. E. Scholarship Committee Update* – Director Manning congratulated L. Metaxas on her retirement and thanked her for her years of service with the scholarship committee.

Director Manning informed the board that over \$500,000 has been raised for scholarships this year and that this is a testament to Allan Hancock College and the Allan Hancock College Foundation. The award ceremony will be a dinner this year as a survey had been conducted after the last award banquet and guests indicated a preference for a dinner served later in the day rather than an earlier appetizers-only event. The Elk's will be catering the event and offering a choice of beef, chicken, or vegetarian meals. Big Red Marketing will be the primary event organizer and has developed a very nice program.

R. Manning also announced that T. McCracken would be retiring at the end of 2018. Several board members commented that she will be greatly missed and recognized her as having worked hard on behalf of the foundation. M. Juarez also stated that T. McCracken has been a joy to work with.

### **13. Oral Reports**

*13. A. Members of the Board of Directors* – General Announcements – None

*13. B. College Superintendent/President* – S. Houghton spoke on behalf of K. Walthers who was unable to attend the meeting. S. Houghton shared that K. Walthers continues to work on

several activities including the upcoming AHC commencement, the bond issue, a funding formula for the college, and a four-year degree program. Additionally, the retirement of M. Black, Associate Superintendent/Finance and Administration has been announced effective June 30, 2018.

*13. C. College Trustee – no report.*

*13. D. PCPA Foundation Representative –* J. Bray informed the board that The Hunchback of Notre Dame opens the weekend of April 28, 2018 and tickets are going quickly. Director Bray attended a rehearsal of the play and was impressed with the production. It was also announced that Meggie Brummett would be leaving PCPA as she has accepted a job at Cal Poly San Luis Obispo.

*13. E. Faculty Representative* L. Metaxas reported that the week of April 30 – May 4, 2018 is MARS Week at AHC in celebration of JPL and NASA's historic mission to Mars from Vandenberg AFB. Friday Night Science will be especially exciting this year as the Science Department rolls out a planetarium and extend activities into the AHC Commons. Many exhibits are planned, including chemistry demonstrations and an Art Department display of ceramics and welded jewelry. Also part of the week is a Tuesday night lecture by a renowned NASA Chief Scientist. Board members were encouraged to attend and bring a friend.

*13. F. Student Representative –* Janet Cruz reported that ASBG has organized between 80 and 90 events during the 2017-2018 school year, which represents at least one event per day. In addition to planning these events, ASBG sent three students to Harvard University and MIT for a campus tours. J. Cruz also announced her replacement for next year, Mr. Frankie Maldonado, who will be the new ASBG President. Other officers voted in during the recent election include Vice President, Vanessa Magana Marin, Student Trustee, Inri Serrano, Executive Secretary, Adrian Garcia, Director of Public Relations, Kevin Eckhardt Robertson, Director of Campus Environment, Azhane Griggs, Director of External Affairs, Carla Zamora, and Director of Academic Affairs, Jessica Zarate. Congratulations to these new officers!

*13. G. Executive Director, College Advancement –* S. Houghton reminded the board to review the handout of data sheets representing a snapshot of Allan Hancock College applicants in recent history. The numbers shown that there is a significant increase of applicants for fall 2018, which is a direct reflection of the marketing efforts of Hancock Promise.

#### **14. Next Meeting**

The next meeting of the Allan Hancock College Foundation Board of Directors is Thursday, July 26, 2018 starting at 4:00 p.m.

#### **15. Adjournment**

President Moya Boice called for a motion to adjourn the quarterly board meeting. The meeting adjourned at 5:50 p.m.

#### Motion

On a motion by Director Campo, seconded by Director Daane, the board approved to adjourn the quarterly board meeting at 5:50 p.m. on a roll call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L-V. Cox, M. Daane, J. Fields, J. Frost, T. Harrington, G. Johnson, M. Juarez, R. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, D. Stevens, G. Walker, and R. Welt / Concurs: Student Representative / Noes: None / Abstentions: R. Alarcio

<b>To:</b> Board of Directors	<b>INFORMATION</b>
<b>From:</b> Susan Houghton, Executive Director College Advancement	
<b>Subject:</b> Introduction and Welcome of New Administrative Assistant	

**BACKGROUND**

An introduction and warm welcome to Marguerite P. Moreton, hired as the new Administrative Assistant, replacing Nancy Gastelum. Ms. Moreton will begin her duties August 1, 2018.

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Mario Juarez, Chair Governance and Nominations Committee</b>	<b>July 19, 2018</b>
<b>Subject: Governance and Nominations Committee Report</b>	

**BACKGROUND**

The following is presented to the Board of Directors for their review and approval at the recommendation of the Executive Committee.

**7. A. 2018-2019 Proposed Slate of Officers (ACTION)**

President – Lee-Volker Cox  
 Vice President – Guy Walker  
 Secretary – Mary Nanning  
 Treasurer – Glenn Owen  
 Member-at-Large #1 – Bob Manning  
 Member-at-Large #2 – Jim Bray

**7. B. Passing of the Gavel (Information)**

The official passing of the gavel from Valerie Moya Boice to Lee-Volker Cox as the incoming Foundation President.

**7. C. New Faculty and Student Representatives for 2018-2019 (ACTION)**

Christopher Diaz – Faculty Representative  
 Frankie Maldonado – Student Representative

**7. D. New Board Member Nomination (ACTION)**

Cynthia Schur, Publisher, Santa Maria Times  
 Debra Hood, North County Liaison, Santa Barbara County Education Office

**7. E. Board Member Resignations (Information)**

Valerie Moya Boice – resignation effective July 2018  
 Ed Cora – resignation effective July 2018  
 Tom Lopez – resignation effective July 2018

**RECOMMENDATION**

The Executive and Governance/Nominations Committees recommend:

- approval of the 2018-2019 slate of officers as presented;
- approval of Christopher Diaz as the 2018-2019 faculty representative and Frankie Maldonado as the 2018-2019 student representative; and
- approval of the new board member nomination of Cynthia Schur and Debra Hood.

<b>To:</b> Board of Directors	<b>INFORMATION</b>
<b>From:</b> Susan Houghton, Executive Director College Advancement	<b>July 19, 2018</b>
<b>Subject:</b> Presentation – Dr. Kevin G. Walthers Bond Measure Y	

**BACKGROUND**

Dr. Kevin G. Walthers, Superintendent/President of Allan Hancock College, will provide an overview of the Bond Measure Y initiative that is on the November ballot. The bond will address some of the college's oldest facilities in Santa Maria and provide enhancements to the training programs in Lompoc and the Santa Ynez Valley. The November bond initiative asks for an authorization of \$75 million and will cancel the remaining balance available from Measure I, for a net request of \$41 million.

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Lee-Volker Cox, President</b>	<b>July 19, 2018</b>
<b>Subject: 2018-2019 Proposed Calendar</b>	

**BACKGROUND**

The 2018-2019 calendar for Foundation meetings and events is presented for review and approval by the board of directors.

**FISCAL IMPACT**

None

**RECOMMENDATION**

The Executive Committee recommends approval of the 2018-2019 calendar as presented.

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**Meeting and Events - July 2018 to July 2019**

<b>Meeting or Event</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
<b>Board of Director's Annual Organizational Meeting</b>	Th	7/19/2018	4:00 - 6:00 PM	Boardroom - Bldg B
Community Ambassador Program Launch	Th	8/16/2018	9 AM	G106 A&B
All Staff Day	F	8/17/2018	8:30 AM	Marian Theater
All Campus Advisory Committee Dinner Meeting		TBD		
President's Circle Tailgate Party	Sat	9/22/2018	TBD	AHC Football Area
President's Circle Fall Gathering		TBD		
Finance Committee	M	TBD	10 AM - 12 Noon	Captain's Room - Bldg B
Executive Committee	W	10/10/2018	4:00 - 6:00 PM	Captain's Room - Bldg B
Board of Director's Quarterly Meeting	Th	10/26/2018	4:00 - 6:00 PM	Boardroom - Bldg B
<i>Celebrate Philanthropy!</i> Luncheon	Th	11/1/2018	11:30 AM to 2 PM	SM Country Club
Finance Committee		TBD		
Executive Committee	W	01/16/2019	4:00 - 6:00 PM	Captain's Room - Bldg B
<b>Board of Director's Quarterly Meeting</b>	Th	01/24/2019	4:00 - 6:00 PM	Boardroom - Bldg B
President's Circle Spring Gathering		TBD		
Finance Committee		TBD		
Executive Committee	W	4/10/2019	4:00 - 6:00 PM	Captain's Room - Bldg B
<b>Board of Director's Quarterly Meeting</b>	Th	4/25/2019	4:00 - 6:00 PM	Boardroom - Bldg B
President's Circle & PCPA Encore Circle		TBD		
Scholarship Annual Event	Th	5/23/2019	TBD	Joe White Gymnasium
Finance Committee		TBD		
Executive Committee	W	7/10/2019	4:00 - 6:00 PM	Captain's Room - Bldg B
Community Ambassador's Graduation		TBD		
<b>Board of Director's Annual Organizational Meeting</b>	Th	7/25/2019	4:00 - 6:00 PM	Boardroom - Bldg B

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Lee-Volker Cox, President</b>	<b>July 19, 2018</b>
<b>Subject: Conflict of Interest Policy and Disclosure Form</b>	

**BACKGROUND**

A revised *Conflict of Interest Policy and Disclosure Form* is included for review and approval by the board of directors. Annually, board members and foundation staff complete this form in order to comply with audit requirements.

**FISCAL IMPACT**

None

**RECOMMENDATION**

The Executive Committee recommends approval of the revised *Conflict of Interest Policy and Disclosure Form* as presented.





## Conflict of Interest Policy and Disclosure Form

It is in the best interest of the *Allan Hancock College Foundation (AHCF)* to be aware of and properly manage all conflicts of interest and appearances of a conflict of interest. This conflict of interest policy is intended to help Board members and employees of *AHCF* identify situations that present potential conflicts of interest and to provide *AHCF* with a procedure to manage conflicts.

### 1. Conflict of Interest Defined.

In this policy, a person with a conflict of interest is referred to as an "interested person. For purposes of this policy, the following circumstances shall be deemed to create a Conflict of Interest:

- a. A Board member, employee, or family member of either is a party to a contract, or involved in a transaction with *AHCF* for goods or services,
- b. A Board member, employee, or family member of either has a material financial interest in a transaction between *AHCF* and an entity in which the Board member, employee, or family member is a board member.
- c. A Board member, employee, or a family member of either has a material financial interest in a business or enterprise that competes with *AHCF*.

Other situations may create the appearance of a conflict in connection with a person who has influence over the activities or finances of *AHCF*. All such circumstances should be disclosed to the Board or staff, as appropriate.

Gifts, Gratuities, and Entertainment. Accepting gifts, entertainment, or other favors from individuals or entities can also result in a conflict when the party providing the gift/ entertainment/favor does so under circumstances where it might be inferred that such action was intended to influence or possibly would influence the interested person in the performance of his or her duties. This does not preclude the acceptance of items of nominal value or entertainment of nominal value which are not related to any particular transaction or activity of *AHCF*.

### 2. Procedures.

- a. Prior to Board action on a contract or other transaction involving a Conflict of Interest, a Board member having a Conflict of Interest shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting,
- b. A person who has a Conflict of Interest shall not participate in the decision except to disclose material facts and to respond to questions,
- c. The person having a conflict of interest may not vote on the contract or transaction.
- d. Staff members who have a Conflict of Interest with respect to a contract or transaction that is not the subject of Board action shall disclose to the president of *AHCF* any such Conflict of Interest. That staff member shall refrain from any action that may affect *AHCF's* participation in such contract or transaction.
- e. In the event it is not entirely clear that a Conflict of Interest exists, the individual with the potential conflict shall disclose the circumstances to the president of *AHCF*.

### 3. Review of policy.

- a. Each Board member and employee of *AHCF* shall be provided with and asked to review a copy of this Policy and to acknowledge in writing that he or she has done so.
- b. Annually, each Board member and employee shall complete a disclosure form identifying any relationships or circumstances in which he or she is involved that he or she believes could contribute to a Conflict of Interest.

## Allan Hancock College Foundation Conflict of Interest Policy and Disclosure Form

Please complete the financial relationships survey below. These disclosures will be used for tax Form 990.

During the year,

	Yes	No
Did you loan any money to or receive a loan from <i>AHCF</i> ?	[ ]	[ ]
If yes, was the loan outstanding at the end of the year? _____	[ ]	[ ]
Did you have a family or business relationship with another officer or director of <i>AHCF</i> ?	[ ]	[ ]
Did <i>AHCF</i> provide a grant or other assistance to you or person related to you?	[ ]	[ ]
Did you or a member of your family own more than 35% of another entity that did business with <i>AHCF</i> ?	[ ]	[ ]
Did you serve as an officer, director, trustee, key employee, partner, or member of an entity doing business with <i>AHCF</i> ?	[ ]	[ ]
Did a member of your family receive compensation or other material financial benefit from <i>AHCF</i> ?	[ ]	[ ]

If you checked yes to any of the above questions, please describe below:

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Please describe below any relationships or circumstances that you believe could contribute to a conflict of interest between and your personal interests, financial or otherwise:

\_\_\_\_\_ I have no conflict of interest to report.

\_\_\_\_\_ I have the following conflict of interest to report.

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

I hereby certify that the information set forth is true and complete to the best of my knowledge.

I have reviewed, and agree to abide by, the Policy of Conflict of Interest of *AHCF*.

Name: \_\_\_\_\_ Position: (Board member/employee) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Lee-Volker Cox, President</b>	<b>July 19, 2018</b>
<b>Subject: Foundation <i>Director's Responsibility</i> One Sheet</b>	

**BACKGROUND**

The Governance/Nominations Committee presented the Executive Committee with a proposed one sheet outlining the responsibilities of a Foundation board member for review and approval by the board of directors.

**FISCAL IMPACT**

An increase of \$200 for the annual financial commitment by a Foundation board member.

**RECOMMENDATION**

The Executive and Governance/Nominations Committee's recommend approval of the *Director's Responsibility* One Sheet as presented.

## Directors' Responsibility

The Board of Directors of the Allan Hancock College Foundation establishes goals and policies, insures that adequate resources are available to carry out its policies, and monitors the achievement of its goals. Board members are drawn from the community. They contribute to board diversity and possess these qualifications.

- Each is esteemed in the community.
- Each cares about the role and future of Allan Hancock College.
- Each is willing to serve a full term and to invest in the Foundation and its activities.

### Term of Office and Attendance

The first term is one year or less and is renewable to complete the full three-year term at the Foundation's annual meeting following the year of induction. Each additional term is three years. Length of service may not exceed nine years. The Foundation Board of Directors meets quarterly – board members are expected to attend at least 2 quarterly board meetings annually.

### Commitment

#### *Give or Get*

Raise or donate ~~\$1,000~~ \$1,200 or more annually to support the college and foundation. Note that unrestricted gift of \$1,000 qualifies the director for membership in the President's Circle and the remaining \$200 may be directed to a program of the director's choice. Gifts can be cash, stock, or real estate.

### Fiduciary

Provide fiduciary responsibility for the foundation's assets by monitoring the foundation's investments, finances, and operations.

### Oversight

- Formulate, approve and monitor goals consistent with the mission and needs of Allan Hancock College.
- Formulate and adopt foundation policies and procedures.
- Monitor the achievements of the foundation's goals and objectives as it relates to the college's strategic plan.
- Serve on at least one foundation committee.

***“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.”***

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Judy Frost, Finance Committee on behalf of Glenn Owen, Treasurer</b>	<b>July 19, 2018</b>
<b>Subject: 2018-2019 Operating Budget for Foundation</b>	

**BACKGROUND**

Each year the Finance Committee reviews and approves a proposed operating budget for the upcoming fiscal period. The 2018-2019 Foundation operating budget is presented for review and approval by the board of directors.

**FISCAL IMPACT**

The foundation's operating budget is a function of the unrestricted assets of the corporation.

**RECOMMENDATION**

The Executive and Finance Committees recommend approval of the 2018-2019 operating budget for the Foundation as presented.

Allan Hancock College Foundation  
Fiscal Year 2017-18 Budget to Date  
Fiscal Year 2018-19 Proposed Operating Budget

	2017-18 Approved Budget	2017-18 Rev/Exp thru 4/30/2018	2017-18 Variance Budget	2018-19 Proposed Budget
<b>REVENUE</b>				
General Operations - Unrestricted Contributions	\$ 25,750	\$ 14,197	\$ 11,553	\$ 75,000
District Title 5 Support - Advancement Specialist	\$ 58,528	\$ 45,887	\$ 12,641	\$ 62,016
General Operations - Interest	\$ 23,760	\$ 29,102	\$ (5,342)	\$ 25,000
Consulting Group Advisor - Unrealized Gain/Loss	\$ 38,000	\$ (603)	\$ 38,603	\$ 15,000
* Administration Fee - 1.5%	\$ 70,000	\$ 76,336	\$ (6,336)	\$ 70,000
President's Circle Campaign	\$ 15,000	\$ 8,951	\$ 6,049	\$ 15,000
Marian Hancock Trust	\$ 24,750	\$ 24,750	\$ -	\$ 24,750
F. Young Endowment Proceeds	\$ 140,000	\$ 140,000	\$ -	\$ 87,190
Transfer In	\$ 30,000	\$ -	\$ 30,000	\$ -
Other Local Income	\$ -	\$ 450	\$ (450)	\$ -
Foundation 40th Celebration/Hancock Promise	\$ 260,000	\$ 261,580	\$ (1,580)	\$ -
Unrestricted Endowment Proceeds	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
<b>TOTAL GENERAL OPERATIONS REVENUE</b>	<b>\$ 688,788</b>	<b>\$ 600,650</b>	<b>\$ 88,138</b>	<b>\$ 376,956</b>
<b>EXPENSES</b>				
Executive Director	\$ 48,568	\$ -	\$ 48,568	\$ -
Staff Salaries	\$ 240,850	\$ 201,122	\$ 39,728	\$ 228,923
Employee Benefits & Payroll Taxes	\$ 44,251	\$ 21,415	\$ 22,836	\$ 23,185
Public Relations & Community Events	\$ 10,000	\$ 2,311	\$ 7,689	\$ 21,500
Foundation Community Events	\$ 10,000	\$ 14,326	\$ (4,326)	\$ -
Operational Supplies	\$ 6,500	\$ 6,363	\$ 137	\$ 4,000
Printing	\$ 8,500	\$ 6,209	\$ 2,291	\$ 7,500
Food Supplies	\$ 5,500	\$ 9,358	\$ (3,858)	\$ 5,000
Consultants, Service Contracts	\$ 4,500	\$ 1,921	\$ 2,579	\$ 18,850
Conferences	\$ 7,500	\$ 3,819	\$ 3,681	\$ 4,000
Business Travel Expense	\$ 1,500	\$ 1,533	\$ (33)	\$ 2,000
Dues and Memberships	\$ 2,500	\$ 355	\$ 2,145	\$ 2,500
Licenses, Permits, Filing Fees	\$ 250	\$ 344	\$ (94)	\$ 350
Telephone	\$ 700	\$ 546	\$ 154	\$ 700
Agreements (Scholarship Program)	\$ 9,000	\$ 9,371	\$ (371)	\$ -
Equipment Leases & Agreements	\$ 550	\$ 652	\$ (102)	\$ 550
Postage and Courier Services	\$ 2,500	\$ 3,613	\$ (1,113)	\$ 4,000
Advertising	\$ 5,000	\$ 425	\$ 4,575	\$ 5,000
Bank Service Charges	\$ 1,150	\$ 1,317	\$ (167)	\$ 1,400
** Brokerage Fees	\$ 11,850	\$ 13,127	\$ (1,277)	\$ 13,000
Equipment & Computer Software	\$ 1,000	\$ 967	\$ 33	\$ 1,000
Foundation Gala	\$ 100,000	\$ 140,663	\$ (70,663)	\$ -
Foundation Gala - Transfer Out AIM Scholarship	\$ -	\$ 25,000	\$ -	\$ -
Foundation Gala - Transfer Out PCPA Foundation	\$ -	\$ 5,000	\$ -	\$ -
** Title III Scholarship & Program Funding	\$ 13,500	\$ -	\$ 13,500	\$ 13,500
Annual Scholarship Banquet Support	\$ 4,500	\$ 18,574	\$ (14,074)	\$ 20,000
Transfer Out - President's One-Time Funding	\$ -	\$ -	\$ -	\$ -
GALA - Hancock Promise Transfer Out	\$ -	\$ 89,800	\$ -	\$ -
<b>TOTAL GENERAL OPERATING EXPENSES</b>	<b>\$ 540,169</b>	<b>\$ 578,131</b>	<b>\$ (37,962)</b>	<b>\$ 376,958</b>
<i>Net Revenue/Expenses</i>	<i>\$ 148,619</i>	<i>\$ 22,519</i>	<i>\$ -</i>	<i>\$ 0</i>
<i>Beginning Fund Balance, July 1, 2017</i>	<i>\$ 198,645</i>	<i>\$ 198,645</i>	<i>\$ -</i>	<i>\$ -</i>
<b>CURRENT FUND BALANCE</b>	<b>\$ 347,264</b>	<b>\$ 221,165</b>	<b>\$ -</b>	<b>\$ -</b>

\* Decreased due to projected Title III costs.

\*\* Reflects possible Title III costs.

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Judy Frost, Finance Committee on behalf of Glenn Owen, Treasurer</b>	<b>July 19, 2018</b>
<b>Subject: 2018-2019 Foundation District Budget</b>	

**BACKGROUND**

Each year the foundation submits a budget to the district that encompasses all of the foundation funds and support to the college. The 2018-2019 Foundation district budget is presented for review and approval.

**RECOMMENDATION**

The Executive and Finance Committees recommend approval of the 2018-2019 Foundation district budget as submitted.

**Allan Hancock College Foundation  
District Budget  
July 1, 2018 - June 30, 2019**

	2017-18 Approved Budget	2017-18 Actuals 4/30/2018	2018-19 Budget
<b>FUND EQUITY</b>	\$ 24,281,228	\$ 24,281,228	\$ 23,500,000
<b>ADJUSTED NET BEGINNING BALANCE JULY 1</b>	\$ 24,281,228	\$ 24,281,228	\$ 23,500,000
<b>Budget</b>			
<b>INCOME</b>			
Contributions	\$ 1,150,000	\$ 2,285,291	\$ 1,505,000
District Grant Contributions	58,250	45,887	62,020
Interest and Dividends	500,000	693,447	700,000
Gain/Loss on Sale of Investments	100,000	341,806	350,000
Change in Asset Portfolio - Unrealized Gains/Loss	750,000	722,801	750,000
Other local income	2,000	65,967	20,000
<b>TOTAL INCOME</b>	<b>\$ 2,560,250</b>	<b>\$ 4,155,199</b>	<b>\$ 3,387,020</b>
<b>EXPENDITURES</b>			
Scholarships	540,000	501,341	540,000
Hancock Promise Scholarships			275,000
Student Assistance	15,000	21,212	15,000
District/College Support	750,000	669,880	750,000
PCPA/PCPA Foundation Support	74,000	84,648	74,000
Salaries	260,570	206,515	228,923
Employee Benefits/Payroll Taxes	46,333	22,132	23,185
Supplies and materials	65,000	136,129	65,000
Contracted personal services	10,500	5,850	10,500
Travel and conference	20,000	56,937	60,000
Memberships, Permits, Filing Fees	4,000	1,927	4,000
Telephone	750	546	750
Equipment, Technology & Computer Software	3,000		3,000
Postage & Advertising	55,000	23,798	55,000
Bank & Brokerage Fees	145,000	172,459	145,000
Miscellaneous Expense	500	6,467	500
Building and equipment		3,314	3,500
Maintenance Agreements	9,000	-	500
Contracts & Leases	1,500	69,195	15,000
Credit Card Fees	500	-	500
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,000,653</b>	<b>\$ 1,982,350</b>	<b>\$ 2,269,358</b>

Note: This budget reflects all costs and revenue that goes through the Foundation -- including support to district programs as well as the Foundation's operating budget. Specific expenditures by Foundation staff is on the operating budget.



<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Judy Frost, Finance Committee on behalf of Glenn Owen, Treasurer,</b>	<b>July 19, 2018</b>
<b>Subject: Review of Financial Statements</b>	

**BACKGROUND**

A review of the Allan Hancock College Foundation financial statements.

- |   |         |
|---|---------|
| --General Operations Budget – July 1, 2017 through April 30, 2018 | page 22 |
| --Financial Overview – April 30, 2018                             | page 23 |
| --Financial Overview of Investments – April 30, 2018              | page 24 |

**RECOMMENDATION**

The Executive and Finance Committee's recommend approval of the financial statements as submitted.

**Allan Hancock College Foundation  
Operating Budget  
July 1, 2017 - April 30, 2018**

	2017-18 Approved Budget	2017-18 Rev/Exp thru 4/30/2018	2017-18 Revised Budget	2017-18 Variance Budget
<b>REVENUE</b>				
General Operations - Unrestricted Contributions	\$ 25,750	\$ 14,197		\$ 11,553
District Title 5 Support - Advancement Specialist	\$ 58,528	\$ 45,887		\$ 12,641
General Operations - Interest	\$ 23,760	\$ 29,102		\$ (5,342)
Consulting Group Advisor - Unrealized Gain/Loss	\$ 38,000	\$ (603)		\$ 38,603
Administration Fee - 1.5%	\$ 70,000	\$ 76,336		\$ (6,336)
President's Circle Campaign	\$ 15,000	\$ 8,951		\$ 6,049
Marian Hancock Trust	\$ 24,750	\$ 24,750		\$ -
F. Young Endowment Proceeds	\$ 140,000	\$ 140,000		\$ -
Transfer In	\$ 30,000	\$ -		\$ 30,000
Other Local Income		\$ 450		\$ (450)
Foundation 40th Celebration/Hancock Promise	\$ 260,000	\$ 261,579		\$ (1,579)
Unrestricted Endowment Proceeds	\$ 3,000			\$ 3,000
<b>TOTAL GENERAL OPERATIONS REVENUE</b>	<b>\$ 688,788</b>	<b>\$ 600,650</b>		<b>\$ 88,138</b>
<b>EXPENSES</b>				
Executive Director	\$ 48,568			\$ 48,568
Staff Salaries	\$ 240,850	\$ 201,122		\$ 39,728
Employee Benefits & Payroll Taxes	\$ 44,251	\$ 21,415		\$ 22,836
Public Relations	\$ 10,000	\$ 2,311		\$ 7,689
Operational Supplies	\$ 6,500	\$ 6,363		\$ 137
Printing	\$ 8,500	\$ 6,209		\$ 2,291
Food Supplies	\$ 5,500	\$ 9,358		\$ (3,858)
Consultants, Service Contracts	\$ 4,500	\$ 1,921		\$ 2,579
Conferences	\$ 7,500	\$ 3,819		\$ 3,681
Business Travel Expense	\$ 1,500	\$ 1,533		\$ (33)
Foundation Community Events	\$ 10,000	\$ 14,326		\$ (4,326)
Dues and Memberships	\$ 2,500	\$ 355		\$ 2,145
Licenses, Permits, Filing Fees	\$ 250	\$ 344		\$ (94)
Telephone	\$ 700	\$ 546		\$ 154
Agreements (Scholarship Program)	\$ 9,000	\$ 9,371		\$ (371)
Equipment Leases & Agreements	\$ 550	\$ 652		\$ (102)
Postage and Courier Services	\$ 2,500	\$ 3,613		\$ (1,113)
Advertising	\$ 5,000	\$ 424		\$ 4,576
Bank Service Charges	\$ 1,150	\$ 1,317		\$ (167)
Brokerage Fees	\$ 11,850	\$ 13,127		\$ (1,277)
Equipment & Computer Software	\$ 1,000	\$ 967		\$ 33
Foundation Gala	\$ 100,000	\$ 170,663		\$ (70,663)
Title III Scholarship & Program Funding	\$ 13,500			\$ 13,500
Annual Scholarship Banquet	\$ 4,500	\$ 18,574		\$ (14,074)
Transfer out - Hancock Promise Endowment	\$ -	\$ 89,800		\$ (89,800)
<b>TOTAL GENERAL OPERATING EXPENSES</b>	<b>\$ 540,169</b>	<b>\$ 578,131</b>		<b>\$ (37,962)</b>
<b>Net Revenue/Expenses</b>	<b>\$ 148,619</b>	<b>\$ 22,519</b>		
<b>Beginning Fund Balance, July 1, 2017</b>	<b>\$ 198,645</b>	<b>\$ 198,645</b>		
<b>CURRENT FUND BALANCE</b>	<b>\$ 347,264</b>	<b>\$ 221,165</b>		

**AHC Foundation Financial Overview**  
**Finance Committee**

<b>Statement of Activity</b>	<b><u>6/30/2017</u></b>	<b><u>4/30/2018</u></b>
Support and revenue	1,221,212	2,397,145
Expenditures - See below	(1,693,227)	(1,982,350)
Other Income:		
Net realized gain	299,819	341,806
Net unrealized gain (loss)	1,765,552	722,801
Interest and dividends	533,728	693,447
Total other income	2,599,099	1,758,054
Change in net assets	2,127,084	2,172,849
Net assets, beginning	22,154,144	24,281,228
<b>Net assets, end</b>	<b>24,281,228</b>	<b>26,454,077</b>

**Statement of Financial Position**

**Assets**

Current Assets		
Cash	1,334,788	1,040,734
Pledges		1,076,800
Other assets	34,467	10,602
Total current assets	1,369,255	2,128,136
Investments	23,106,107	24,337,721
<b>Total assets</b>	<b>24,475,362</b>	<b>26,465,857</b>

**Liabilities and Net assets**

Current liabilities	194,134	11,780
<b>Net Assets</b>	<b>24,281,228</b>	<b>26,454,077</b>
<b>Total liabilities and net assets</b>	<b>24,475,362</b>	<b>26,465,857</b>

<b>Expenditures</b>	<b><u>6/30/2017</u></b>	<b><u>4/30/2018</u></b>
Advertising and postage	40,567	23,798
Allan Hancock College Support	324,778	669,880
Bank and brokerage charges	169,027	172,584
Building and equipment	6,244	3,314
Contracted personal services	58,028	5,850
Contracts and leases		69,195
Employee benefits	25,842	22,132
Memberships and permits	4,272	1,927
Miscellaneous expense	1,616	6,342
PCPA/PCPA Foundation support	154,660	84,648
Salaries	212,903	206,515
Scholarships	531,084	501,341
Student assistance	16,855	21,212
Supplies and materials	125,936	136,129
Telephone	770	546
Travel and conference	20,645	56,937
<b>Total expenses</b>	<b>1,693,227</b>	<b>1,982,350</b>

AHC Foundation Financial Overview - Investments  
Finance Committee

Cash & Investments	6/30/2017		Interest &			Ending Market Value								
			Deposits	Dividends	Withdrawals	Brokerage	Change in MV	4/30/2018						
General Operations, Restricted, and Scholarships Endowments	\$	1,427,421	\$	1,954,611	\$	12,273	\$	(2,133,551)	\$	(3,265)	\$	16,223	\$	1,273,711
Morgan Stanley	\$	5,529,623	\$	250,000	\$	111,075	\$	-	\$	(56,966)	\$	336,998	\$	6,170,730
Morgan Stanley - Boyd Music Program	\$	2,739,579	\$		\$	138,291	\$	(550,080)	\$	(13,454)	\$	9,569	\$	2,323,905
Monarch Wealth Strategies - LPL	\$	1,544,711	\$		\$	67,174	\$	-	\$	(15,967)	\$	26,254	\$	1,622,172
Monarch Wealth Strategies - LPL - Lahr	\$	60,835	\$	3,750	\$	5,701	\$		\$	(30)	\$	(7,462)	\$	62,795
Osher-Bartleson	\$	121,564	\$	-	\$	-	\$	-	\$	-	\$	-	\$	121,564
Northern Trust - Young	\$	1,485,088	\$		\$	44,651	\$	(140,000)	\$	(5,818)	\$	80,655	\$	1,464,576
Rabobank Wealth Mgmt. - Boyd	\$	4,510,001	\$		\$	84,936	\$		\$	(31,520)	\$	206,265	\$	4,769,682
Northern Trust - Boyd	\$	7,022,170	\$		\$	229,481	\$	(50,000)	\$	(36,582)	\$	404,251	\$	7,569,320
Total	\$	24,440,992	\$	2,208,361	\$	693,583	\$	(2,873,631)	\$	(163,602)	\$	1,072,753	\$	25,378,455

Statement of Financial Position	
Cash	\$ 1,040,734
Investments	\$ 24,337,721
Total	\$ 25,378,455

<b>To:</b> Board of Directors	<b>INFORMATION</b>
<b>From:</b> Guy Walker, Vice President and Chair Hancock Promise Campaign	<b>July 19, 2018</b>
<b>Subject:</b> Hancock Promise Campaign Update	

**BACKGROUND**

A report to the board on the progress of the campaign.

<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Michael Carroll, Chair Community Ambassador Committee</b>	
<b>Subject: Community Ambassador Committee Update</b>	<b>July 19, 2018</b>

**BACKGROUND**

A report to the board on the application process for the second cohort, which launches August 16, 2018.

<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Maggi Daane, Chair President's Circle Committee</b>	
<b>Subject: President's Circle Committee Update</b>	<b>July 19, 2018</b>

**BACKGROUND**

A report to the board on current membership and events scheduled for this fall.

<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Bob Manning, Chair Scholarship Committee</b>	<b>July 19, 2018</b>
<b>Subject: Scholarship Committee Reportt</b>	

**BACKGROUND**

A report on the 2018 scholarship program and a review of the completed survey on the May 24, 2018 scholarship awards banquet.



June 2018

To the AHC Foundation Board of Directors,

I would like to personally thank you for your generosity and dedication. As we students can attest, your financial contribution and gathering of donors significantly blesses us and allows us to continue towards our future goals with confidence knowing that you believe in us. Thank you for sewing this seed of faith into our generations.

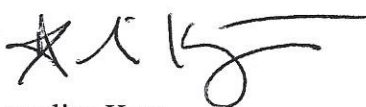
When I discovered that the characteristics Dr. Kevin Walthers described were about me on the night of the banquet, I felt two things; shock and honor. My initial shock caused me to realize the strong confidence you have in me as a student and as a member of this community. This then brought a wave of honor upon me, thus creating a truly humbling experience. I have read about Madam Marian Hancock as a strong and kind leader, and have heard personal recounts of her graceful characteristics of integrity where she personally sought out the students, had lunch or tea with them, and continued to support them in their academic endeavors for years following. She genuinely cared about each individual. To receive this honor has overwhelmed me with gratitude and joy to be part of her legacy.

As far as my future goes, your contribution will greatly help me achieve my goal. On June 28<sup>th</sup>, I will begin my next adventure as a midshipman in the US Naval Academy in Annapolis, Maryland. My STEM education will continue – as will my physical growth (ouch!) – as I prepare to serve our great nation and communities. I get the opportunity to join fellow men and women in protecting our ideals of upholding truth, unity, and moral uprightness while being developed as a leader. In four years, I will graduate among the class of 2022 as an engineer and will become a commissioned officer for the US Navy where I will serve for a minimum of five years afterwards. I am very excited for what is to come because, while it may be difficult, it is worth the hard work to bring encouragement and justice to those around me and to my community back home. Plus, the skills that I will learn at this institution are bringing me one step closer in fulfilling my childhood dream in becoming an astronaut!

As I said in my impromptu speech given at the banquet, I will not forget the community where I came from. Allan Hancock College served as a greenhouse; nurturing, growing, and encouraging my roots to go deeper into the soil thus establishing the foundation of my character. My hope is to inspire my fellow students to continue pursuing their dreams and what gives them joy in life. I know that I am taking every memory, every friend, and every skill set learned with me to the academy as a reminder of your support and how I became the person I am today. When I come back for two weeks out of the year on shore leave, I plan to return to this supportive community, and hope to reflect under the AGS trees planted outside the A building on what life has given us since we departed Hancock.

Once again, thank you for awarding me the Marian Hancock Scholarship. Thank you for your kindness, generosity, and support! I will miss each of you greatly. I would like to maintain connection with you so I plan on doing an email update once a month or two months while I am away. If you would like to keep in touch, feel free to send me an email so I can add you to my list. Thank you for all you do!

Many thanks and blessings! ☺



Annalise Ketz  
805-406-3762  
aketz123.47@gmail.com