



Delta College Foundation

Foundation Board
Monday, December 11, 2017
2:00 p.m.

Horton Administration Bldg.
Room 103, Boardroom
5151 Pacific Avenue, Stockton, CA 95207

SJDC Foundation Board Members

Jeff Wright, Foundation President
Lincoln Unified School District

Patrick Doyle, Foundation Vice President
Retired SJDC Faculty Member

Dr. Kathy Hart, Foundation Secretary/Treasurer
SJDC Superintendent/President

Dr. Elizabeth Blanchard
Stockton Ports Commissioner
SJDC Adjunct Faculty

Richard Vasquez
San Joaquin Delta College Board of Trustees

Susan Grupe DePolo
San Joaquin A+

Carl Toliver
Retired, SUSD Superintendent

Tom Patti
Businessman

Charles Bloch
Retired SJDC Faculty Member

Claudia Moreno
Former SJDC Board Member

Steve Casatellanos, Alternate
San Joaquin Delta College Board of Trustees

SJDC Foundation Staff

Valerie Stewart-Green
Executive Assistant to the
Superintendent/President and Board of Trustees

Erica Sum
Fiscal Specialist

Agenda

1. **Call To Order and Roll Call**
2. **Public Comments and Approval of Minutes**
 - 2.1 Comments from the Public
 - 2.2 Approval of the September 11, 2017 Minutes (attached)
3. **Reports/Information**
 - 3.1 Discussion with George Boodrookas About The Position of Foundation Director
 - 3.2 Investment Update From Morgan Stanley Representative – Sterling Dalatri
4. **New Business - Action Items**
 - 4.1 Eyes of Freedom Traveling Memorial – Veterans Resource Center Manager – John Ervin
 - 4.2 2017-18 First Quarter Financial Report (attached)
 - 4.3 Listing of New Gifts and Donations (attached)
5. Agenda Items for Future Meetings
6. Foundation Board Member Questions/Announcements



Delta College Foundation

Monday, September 11, 2017
Boardroom, Admin. 103
Valerie Stewart-Green, Recorder

Present: Jeff Wright, President; Patrick Doyle, Vice President; Dr. Kathy Hart, Secretary/Treasurer; Dr. Elizabeth Blanchard; Chuck Bloch; Claudia Moreno; Tom Patti; Carl Toliver; Richard Vasquez, Board of Trustees Representative; Steve Castellanos (Alternate)

Absent: Sue DePolo Grupe
Guests: Tina Merlino, Dr. Lisa Cooper-Wilkins

MINUTES

1. Call To Order and Roll Call

The meeting was called to order at approximately 2:00 p.m.

2. Public Comments and Approval of Minutes

2.1 Comments from the Public – none noted

2.2 Approval of the June 12, 2017 Minutes

Director Toliver motioned and Director Vasquez seconded to accept the minutes of the June 12, 2017 Delta College Foundation meeting as presented. Vote: 9/0; motion carried.

3. Reports/Information

- 3.1 Discussion Regarding Hardship Scholarships for Students Nearing Graduation – Power Point Presentation attached
Director of Financial Aid, Scholarships & Veterans Services Tina Lent gave a Power Point presentation on the Delta College Scholarship Program and the request to discuss the possibility of creating a Hardship Scholarship for students or a fund for students nearing completion of degrees or certificates who experience unexpected financial hardships.

Director Lent informed the Foundation Directors of the scholarship process, suggestions for improvement, and gave an update on this year's scholarship ceremony. Director Lent thanked the Director's for their support of the scholarship ceremony and stated a goal for next year would be to increase donor participation with a "meet and greet" to include the donors, the Board of Trustees, Foundation Board and the administration.

In regards to hardships, Director Lent explained what constitutes a hardship and how students experiencing hardships are assessed by staff.

Director Lent explained what a new scholarship for hardships would look like to provide needy students with funds to pay for books, parking/bus passes and funds for living expenses.

Dr. Hart shared her concerns, one of which was that Director DePolo Grupe, who brought the need for a hardship scholarship to the table is absent. Dr. Hart suggested that no action be taken on this item until she is present.

3.2 Final Report on Passport to College - Power Point Presentation attached
Director of Institutional Research & Effectiveness Tina Merlino gave a final PowerPoint report on the Passport to College (PTC) program. Director Merlino started the report with a history of the program by reviewing milestone dates as the program progressed. The final report gave a three year review of enrollment, waivers, demographics, academic achievement and graduation and transfer data.

3.3 Eyes of Freedom Traveling Memorial

Veterans Resource Center Manager John Ervin gave a PowerPoint presentation on the Lima Company Eyes of Freedom Traveling Memorial. Mr. Ervin is hoping to bring the memorial to Delta College in February and asked for the support of the Foundation.

Foundation Directors gave Mr. Ervin feedback on the presentation and questioned the progress that has been made to reach out to other supporters for funding. The Directors stated they are very supportive of our veterans and suggested Mr. Ervin work on getting some more details

regarding the event and come back to the next meeting with an updated presentation.

3.4 Update on Alumni Association Committee Work

Dr. Kathy Hart asked to pass on the update for the Alumni Association committee work until there is more to report to the Foundation Directors.

3.5 JOB REDI

Dr. Kathy Hart informed the Foundation Directors of the JOB REDI Foundation started by the Cortopossi Family. The purpose of the JOB REDI program is to assist students in earning vocational certificates as a means to secure good jobs with growth opportunities. Last year 10-15 students were funded at \$10,000 each over a 2 year period. This year more than 140 students will be funded. Dr. Hart stated that she could arrange to have someone from the JOB REDI foundation come to a foundation meeting.

3.6 Discussion and Review of Job Criteria for a Foundation Director Including Job Description/Search and Hiring Process

Consultant Mike Hill addressed the Foundation Directors on the feasibility of hiring professional staff for the foundation and shared his background creating and running a foundation. Mr. Hill informed them that this is a business decision based on risks and rewards.

Mr. Hill shared suggested a successful local fundraiser be brought in to facilitate a workshop, and that other similar local community colleges be researched on their foundation staffing successes.

4. **New Business - Action Items**

4.1 Comparative Data for 2016-17 and 2017-18 Budgets

Director Blanchard motioned and Director Bloch seconded to accept the comparative data report as presented. Vote: 9/0; motion carried.

Yes – Wright, Doyle, Hart, Blanchard, Block, Patti, Moreno, Toliver, Vasquez

No – none Absent – DePolo Grupe

4.2 2016-17 Year-End Financial Reports

Director Moreno motioned and Director Patti seconded to accept the 2016-17 Year-End Financial Report as presented. Vote: 9/0; motion carried.

Yes – Wright, Doyle, Hart, Blanchard, Block, Patti, Moreno, Toliver, Vasquez

No – none Absent – DePolo Grupe

4.3 Listing of New Gifts and Donations

Director Toliver motioned and Director Moreno seconded to accept gifts and donations as presented. Vote: 9/0; motion carried.

Yes – Wright, Doyle, Hart, Blanchard, Block, Patti, Moreno, Toliver, Vasquez

No – none Absent – DePolo Grupe

5. **Agenda Items for Future Meetings**

5.1 Morgan Stanley Representative – December meeting

5.2 Veterans Traveling Memorial – update on progress/information

5.3 Alumni Report

5.4 Hardship Scholarships Discussion/Action

6. **Foundation Board Member Questions/Announcements**

None noted

Adjournment: 4:14 p.m.



Foundation Board of Directors

San Joaquin Delta Community College District
5151 Pacific Avenue, Stockton CA 95207

ITEM 3.1

SUBJECT: Discussion with George Boodrookas **DATE:** December 11, 2017
About the Position of Foundation Director

- A. BACKGROUND:** The Foundation has been operating with constrained unrestricted resources which has limited the Board's ability to consider major initiatives. There is a question as to whether such initiatives need the position of Foundation Director to achieve, and if so, what does that position look like and what would be involved in pursuing such a person.

With the close-out of the Passport to College program there are now some resources available to the Foundation Board. Because the on-going unrestricted revenues are limited, the addition of a director will most likely draw down the reserves, and absent true increases in revenue, will do so rather quickly.

The Board has requested that this topic be a discussion item on the September agenda. After discussion, it was determined that seeking input from someone with a working knowledge of the role of a Foundation Director, expectations and other related questions would be an appropriate next step.

Dr. Hart indicated she would seek out such a person and arrange for him/her to meet with the Foundation Board to discuss these points.

- B. BUDGETARY IMPLICATIONS:** Substantial, depending upon the actions that may follow.



Foundation Board of Directors

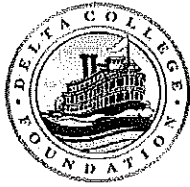
San Joaquin Delta Community College District
5151 Pacific Avenue, Stockton CA 95207

ITEM 3.2

SUBJECT: Investment Update from Morgan Stanley

DATE: December 11, 2017

- A. BACKGROUND:** The Foundation has some investments placed with Morgan Stanley. Periodically the Board receives reports from the Morgan Stanley representative about the status of those investments and market conditions.
- B. BUDGETARY IMPLICATIONS:** Could affect investment strategies depending upon information received.



Foundation Board of Directors

San Joaquin Delta Community College District
5151 Pacific Avenue, Stockton CA 95207

ITEM 4.1

SUBJECT: Eyes of Freedom Traveling Memorial

DATE: December 11, 2017

- A. RECOMMENDATION:** It is recommended that the Board hear the information on the Eyes of Freedom Traveling Memorial and act accordingly.
- B. BACKGROUND:** At the September 11th Foundation Board meeting this item was first presented for information. Veterans Resource Manager John Ervin provided background and information about early discussions to bring the memorial to Delta College. The Board requested that this item be brought back in December with more of the details worked out and clarity about what was being requested of the Foundation.
- C. BUDGETARY IMPLICATIONS:** Possible cost to help bring the exhibit to the college.



Foundation Board of Directors

San Joaquin Delta Community College District
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ITEM 4.2

SUBJECT: 2017-18 First Quarter Financial Reports

DATE: December 11, 2017

- A. RECOMMENDATION:** It is recommended that the Foundation Board receive the 2017-18 First Quarter Financial Report.
- B. BACKGROUND:** The foundation operates on a fiscal year July through June consistent with the college district. Over the course of the year quarterly reports are provided to the board. Those are helpful in measuring performance but the final fourth quarter year-end report is the true representation of the financial condition of the foundation.
- C. BUDGETARY IMPLICATIONS:** To the degree operating results differed from what was anticipated adjustments may be necessary in the ensuing budget cycle.



Delta College Foundation

Delta College Foundation Quarterly Report

The following is a summary of revenue, expense, and net asset activity for the period ending September 30, 2017

Revenue and Support

	<u>Actuals</u>
Passport to College	121,270
Gladys I. Benerd	50,821
Schultz, Earl, and Bianchi	25,791
Fundraising Revenue	19,556
Program Service Revenues	62,221
Investment Income - other programs	3,109
Gains (Losses) On Investments - other programs	15,880
Contributions and Gifts - other programs	39,713
Total	<u><u>338,360</u></u>

Expenses

Student Scholarships and Grants	14,000
Program Support	97,526
Fundraising Expenses	12,584
General and Administrative	10,496
Total	<u><u>134,607</u></u>

Excess of Revenue over Expenses	203,754
Net Assets, Beginning of Year	<u>5,359,500</u>
Net Assets, Period Ending June 30, 2017	<u><u>5,563,254</u></u>



Delta College Foundation

Delta College Foundation Statement of Activities

The following is a summary of revenue, expense, and net asset activity by restriction type for the period ending September 30, 2017

	Unrestricted	Temporarily Restricted	Total
Public Support and Revenue			
Contributions, Gifts and Grants	-	36,103	36,103
Market Contribution	-	48,597	48,597
Membership Contribution	-	8,110	8,110
Program Service Revenue	-	62,221	62,221
Fundraising Revenue	-	19,556	19,556
Investment Income	-	27,063	27,063
Gains (Losses) On Investments	-	136,710	136,710
Total	<u>-</u>	<u>338,360</u>	<u>338,360</u>
Expenses			
Student Scholarships & Grants		14,000	14,000
Program Support	-	97,526	97,526
Fundraising Expenses	-	12,584	12,584
General and Administrative		10,496	10,496
Total	<u>-</u>	<u>134,607</u>	<u>134,607</u>
Excess of Revenue over Expenses	-	203,754	203,754
Net Assets, Beginning of Year	181,058	5,178,442	5,359,500
Net Assets for the period ending September 30, 2017	<u>181,058</u>	<u>5,382,195</u>	<u>5,563,254</u>



Delta College Foundation

Delta College Foundation Summary of Investment Performance
The following is a summary of investments by bank and program for the period ending September 30, 2017

	Morgan Stanley				Bank of Stockton Passport to College	Tiaa Cref (Annuity) Marilyn Jones	Total
	Shultz, Earl & Bianchi	Academic Scholarships	Benevol Fund	Various Councils			
Beginning Market Value	921,029	486,579	1,654,864	72,985	2,447,811	45,838	8,288,935
Bank Account Contributions	-	-	-	-	131,149	-	131,149
Investment Income & Growth							
Investment Income	4,334	2,426	9,611	517	10,010	166	27,063
Realized Gains & Losses	19,435	10,327	322		18,780	368	49,232
Unrealized Gains/Losses	2,023	498	40,888	3,888	39,383	798	87,478
Total Inv. Income & Growth	25,791	13,251	50,821	4,405	68,173	1,332	163,772
Disbursements							
Fees	(1,161)	(613)	(2,086)	(1)	(5,343)	(242)	(9,445)
Withdrawals						(1,050)	(1,050)
Total Disbursements	(1,161)	(613)	(2,086)	(1)	(5,343)	(1,292)	(10,495)
Ending Market Value	945,659	499,217	1,703,599	77,389	2,641,789	45,878	8,573,360
Yearly Rate of Return	2.67%	2.60%	2.94%	6.03%	7.92%	2.38%	3.43%



Delta College Foundation

Delta College Market 16-17 Report
for the period ending September 30, 2017

Revenue and Support	<u>Budget 17-18</u>	<u>Actuals 17-18</u>
Sales	610,000	142,248
Total	<u>610,000</u>	<u>142,248</u>
Expenses		
Salaries and Benefits	201,013	52,647
Supplies, Food, Vehicles, Gas & Oil	13,700	1,437
Management & Staff Travel	1,250	-
Advertising Promo & Contract Services	9,700	2,305
Printing, Duplicating & Banking Charges	1,800	1,068
Permits, Licenses, Fees & Cell Phone	250	-
Refuse Disposal	18,000	4,305
Security & Fire Systems	48,000	16,469
Software, Licenses & Equipment Rental	49,060	15,266
Repairs and Maintenance Services	6,000	314
New Equipment	-	-
Site Improvements (Berm Removal) & Other Misc Exp	450	(160)
Total	<u>349,223</u>	<u>93,651</u>
Net Market Revenue	260,777	48,597
Transfer to Passport	<u>(260,777)</u>	<u>(48,597)</u>
Net Operating Results	<u>-</u>	<u>-</u>



Delta College Foundation

Delta College Foundation Statement of Assets

The following is a summary of statement of assets by type and program for the period ending September 30, 2017

Endowment/Wills, Trusts & Passport to College	Total	Councils - Restricted Cash and Investments	Total
Benerd Fund - Endowment	\$ 1,703,599	Academic Scholarship Council	\$ 499,217
Schultz, Earl and Bianchi - Wills, Trusts	945,659	Council Investments (Health, Ag, Eng, & Culinary Arts)	77,389
Marilyn Jones - Annuity	45,878		
Passport to College - Investments	2,641,789	Other Assets	
Passport to College - Amounts Due	(1,556,878)	Restricted Savings & Change Fund	2,599,280
		Amounts Due From Various Scholarships&Councils	324,315.88
Subtotal	\$ 3,780,048	Unrestricted Operating Cash	178,770
		Subtotal	\$ 3,678,972
Passport to College		Total Foundation Cash and Investments	7,459,020

The Passport to College funds are held at the Bank of Stockton. Passport to College is funded by the Danner Trust (held at Bank of Stockton) and private donations. The Danner trust allows for distributions of up to 5% of the fair market value of the account per year.

Benerd Fund

The Benerd fund Investments are held at Morgan Stanley. Will states: 90% the first priority shall be for grants to students to pay for child care at the CDC center now under construction. Any remainder shall be used for scholarships for students based on faculty recommendations and financial need.

Distributions can't be made from this fund if the FMV is lower than \$1,001,295 at fiscal year end.

Bianchi Fund

The Bianchi Fund investments are held at Morgan Stanley.

Will states: The estate on hand and any other property of the decedent or estate not now known or discovered should be distributed to San Joaquin Delta College, to be known as the Ruth Bianchi Scholarship Fund, the income and/or principal of said fund to be used for a student or students whose load is mostly taken in the evening on the basis of ability and need.

Joe Earl

The Joe Earl Funds are held at Morgan Stanley. These funds were given to the Delta College Foundation by Joe Earl (an adjunct faculty member) to fund scholarships. Original deposit was \$15k.

Norris and Elinor Shultz

The Norris and Elinor Shulz funds are held at Morgan Stanley. According to the will this is a revocable trust and the distribution is as follows: 1/3 to San Joaquin Delta Community College Scholarship Foundation. According to documents dated July 9, 1992, original amount of distribution is \$333,333.33.

Marilyn Jones Gift Annuity

The Marilyn Jones funds are held by the Calif. Community College League at TIAA Cref. The Community College League entered into an agreement between Marilyn P. Jones for the benefit of the Delta College Foundation. The agreement provides payments of \$4,200 annually starting on December 31, 2004 and continues for the rest of her life. According to the agreement, CCLC shall use the residuum under this agreement for the benefit of the Delta College Foundation for the purposes of funding the scholarships previously established by Marilyn P. Jones.

Council Investments

These investments are held mainly at Morgan Stanley.

- 1) Culinary Arts
- 2) Health Sciences
- 3) Agriculture & Natural Resources
- 4) Engineering
- 5) Academic Scholarship Council

Restricted Savings and Amounts Due To Various Scholarships and Councils

Restricted funds which are available in accounts at Wells Fargo Bank.

Unrestricted Operating Cash

Unrestricted funds are available in accounts at Wells Fargo Bank.

Reconciliation of Net Assets

Fixed Assets	\$	-
Cash and Investments	\$	7,459,020
Receivables		-
Total Assets		7,459,020
Liabilities		(1,895,766)
Net Assets	\$	5,563,254



Foundation Board of Directors

San Joaquin Delta Community College District
5151 Pacific Avenue, Stockton CA 95207

ITEM 4.3

SUBJECT: Gifts and Donations

DATE: December 11, 2017

- A. **RECOMMENDATION:** It is recommended that the Foundation Board accept the gifts and donations on the attached list

- B. **BACKGROUND:** One of the primary means of generating resources for the foundation is the solicitation of gifts and donations. It is important to recognize them for several reasons; to acknowledge the donor, to understand the level and type of resources coming into the foundation and maintain a formal record.

- C. **BUDGETARY IMPLICATIONS:** Provide resources to help meet the goals of the foundation.



Delta College Foundation

Delta College Foundation List of Donations

*The following is a summary of donations
for the period ending September 30, 2017*

Cash Donations

Donor Name	Account Name	Actual Amount
Stockton Symphony	Passport to College	4,500
Bank of Stockton	Foundation General	600
Various	SBDC Council	1,500
Various	Athletics Councils	18,193
Various	Various Councils	11,310
Total Cash Donations		36,103

In Kind Donations

Donor Name	Account & Item Name	Fair Market Value
Edwardo Torres	Automotive Program - Ford Escape SUV	4,000
Total In Kind Donations		4,000
Total Donations		40,103