# **RCCD FOUNDATION**

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

Established 1975

**Board of Directors** 

**Executive Committee** 

**President** 

Robert Riddick

**Vice President** 

Dennis Brandt

Secretary

Jacqueline Hall

**Treasurer** 

Jesús Holguín

**Immediate Past** 

**President** 

Corey Seale

Chair, Scholarship

Committee

Steve Loomis

Chair, Stewardship

Committee

Michelle Herting

**Directors** 

Shauna Albright

Shannon Carlson

**Shirley Coates** 

Jody DeLeone

Sergio Díaz

**Donna Grant** 

Teri Parker

Albert Randall

David Slawson

**RCCD Foundation Board of Directors Meeting** 

January 24, 2023 7:30-9:00 am

Hybrid (In Person and Virtual options) 3564 Ramona Drive, Riverside, CA 92506

#### **AGENDA**

Anyone who wishes to make a presentation to the Board on an agenda item is requested to please notify the RCCD Foundation Administrative Assistant. Please make sure that the RCCD Foundation Administrative Assistant has the correct spelling of your name and address to maintain proper records.

I. CALLTOORDER

Robert Riddick, President

II. APPROVAL OF MINUTES

Robert Riddick

**A.** November 15, 2022 Board of Directors Regular Meeting Minutes

• Recommended Action: Approval

III. ACTION ITEMS

A. Executive Committee Report

Updated Board Duties and Responsibilities

• Recommended Action: Approval

ii. Audit Committee

**Dennis Brandt, Chair** 

Robert Riddick, Chair

ii. RCCD Foundation Audit Presentation by Heather McGee

• Information Only

iii. RCCD Foundation Audit

• Recommended Action: Approval

iv. Finance Committee Report

Jesús Holguín, Chair

iv. Financial Highlights Report dated 12-22-2022

• Recommended Action: Approval

v. Union Bank Portfolio Presentation by Matt Webber &

Ryan Tunnell from Union Bank

• Information Only

vi. Nominating Committee

Jacqueline Hall, Chair

vi. Update on Nominations process

Information Only

P.O. Box 907 Riverside, CA 92502 (951) 222-8626 www.rccdfoundation.org

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P.O. Box 907

No Updates

E. Stewardship Committee Michelle Herting, Chair

**Wendy Johnson** 

**FeRita Carter** 

V. INFORMATIONAL ITEMS

A. Acting Executive Director's Report

Annual Conflict of Interest, Confidentiality and Board Duties Acknowledgments

B. Chancellor's Remarks Wolde-Ab Isaac

C. Presidents' Remarks **Robin Steinback Monica Green** 

**OTHER BUSINESS** 

VII. NEXTMEETING:March 21, 2023

VIII. ADJOURNMENT **Robert Riddick** 

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### RIVERSIDE COMMUNITY COLLEGE DISTRICT FOUNDATION

Board of Directors Meeting January 24, 2023



### **MINUTES**

	verside Community College I President Robert Riddick at 7:	District Foundation Board of Directors 32am.	Call to Order
Members Present	Members Absent	Staff Present	
Shirley Coates Jody DeLeone Sergio Díaz Donna Grant Jacqueline Hall Michelle Herting Jesús Holguín Teri Parker Albert Randall Robert Riddick Dennis Brandt	Shauna Albright-Austin Shannon Carlson David Slawson	Wendy Johnson, Acting Executive Director  Guests: Dr. Monica Green, Norco College President Dr. FeRita Carter, Riverside City College Interim President Rebeccah Goldware, Vice Chancellor, Institutional Advancement and Economic Development Renee Vigil, Executive Administrative Assistant Heather McGee, CliftonLarsonAllen LLP Ryan Tunnell, Union Bank Matt Webber, Union Bank	
			ACTION ITEMS
President Riddick called the Members' attention to the previous meeting minutes from November 15, 2022.  It was moved and seconded to approve the November 15, 2022 Board of Directors meeting minutes. M/S/C: Albert Randall/Sergio Díaz.			Approval of Minutes
Acting Executive Director, Wendy Johnson shared the Updated Board Duties and Responsibilities. The Executive Committee approved the Updated Board Duties and Responsibilities document.  It was moved and seconded to approve of the Updated Board Duties and Responsibilities. M/S/C: Shirley Coates/Albert Randall.			Executive Committee Report
CliftonLarsonAllen LLP auditor representative Heather McGee presented the RCCD Foundation audit. Heather reviewed the letter which entails professional standards. The auditor shared the RCCD Foundation Audit report was clean and there were no findings.			Audit Committee Report
It was moved and second Dennis Brandt/Teri P		CD Foundation Audit Report. M/S/C:	
Finance Committee Chair, Jesus Holguin presented the Financial Committee documents with cash flow, revenue, expenses, explained the total loss of \$38,000 due to program expenses and that the funds were received in the previous year. A question was received from President Riddick about why there was such a significant difference between the market value and it was shared by Union Bank representative Matt Webber, that they had lowered the fees charged to the Foundation.			Finance Committee Report
It was moved and se Dennis Brandt/Jacqu		Finance Committee Report. M/S/C:	
Matt Webber, Portfolio Manager, and Ryan Tunnell presented the Union Bank Portfolio presentation. The Asset Allocation Summary was explained with total equities, total fixed			

income, alternatives, and cash and equivalents. Fixed income is down for the year with total common stock. Nominating Committee Chair Jacqueline Hall shared that the Nominating Committee met **Nominating** with Consultant Launa Wilson of Launa Wilson Consulting. Chair Hall shared there are 16 Committee Board Members on the Foundation Board of Directors as of 2022 with three Members that have termed out and one Member has moved. Currently, there are 15 members on the Board and the Board can have up to 27 members. There were over 10 candidates that were nominated and Consultant Wilson is contacting seven of the applicants to confirm if they are still interested in serving on the board Launa is setting up introduction meetings and the meetings should be completed by the next Foundation Board meeting. Stewardship Committee Chair, Michelle Herting shared that the first Stewardship Committee meeting reviewed the list of donors who had given over \$5,000. The Committee Stewardship will be discussing how to give thanks and encourage more giving to the Foundation. Last Committee year's Victoria Club event was cancelled and the Committee discussed that there should be new strategies to outreach to donors. The Pinnacle Society was discussed with Vice President Dennis Brandt and Chair Hall shared about the thank you videos that were created for donors previously. **INFORMATIONAL ITEMS** Acting Executive Director Johnson shared the Annual Conflict of Interest, Confidentiality **Acting Executive** and Board Duties, and Acknowledgements policies. These policy and signature form will be **Director's Report** sent to Board Members for signature as required annually. **OTHER BUSINESS** College Presidents' Norco College President Dr. Green shared about the college's focus on enrollment. The winter term has been met and recovery is starting. Dr. Green shared March 13th is Norco Remarks College's 32<sup>nd</sup> anniversary and there will be an activity planned. Riverside City College Interim President FeRita Carter shared details about the printing press donation to the college was delivered and installed. The beneficiary Jan Steiner will be thanked in April for a thank you for the large donation. Acting Executive Director Johnson reminded the Foundation Board Members that the next meeting was scheduled for March 21, 2023 and the hybrid model will be available. The meeting adjourned at 8:50am. **ADJOURNMENT** Prepared by: Renee Vigil **Executive Administrative Assistant**