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

November 15, 2022

7:30 a.m. - 9:00 a.m.

Alumni House – 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. CALL TO ORDER

Robert Riddick, President

II. APPROVAL OF MINUTES

Robert Riddick

A. September 20, 2022 Board of Directors Regular Meeting

Minutes pp. 3-6

• Recommended Action: Approval

III. ACTION ITEMS

A. Executive Committee Report

i. Board Member Removal

• Information Only

ii. Foundation Credit Card

• *Information Only*

B. Audit Committee

Dennis Brandt, Chair

Jesús Holguín, Chair

Robert Riddick, Chair

C. Finance Committee Report

i. Financial Highlights Report dated 9-30-2022

• Recommended Action: Ratify Approval

ii. Endowment Spending Rate pp. 8-11

• Recommended Action: Ratify Approval

D. Nominating Committee

Jacqueline Hall, Chair

i. Call for Volunteers for Nominating Committee

• *Information Only*

ii. Call for Board Member Nominations

• Information Only

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

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E. Stewardship Committee

Information Only

Michelle Herting, Chair

V. <u>INFORMATIONAL ITEMS</u>

Launa Wilson A. Executive Director's Report

B. Chancellor's Remarks Wolde-Ab Isaac

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

OTHER BUSINESS

NEXT MEETING: January 24, 2023

Robert Riddick VIII. ADJOURNMENT

Ferita Carter

RIVERSIDE COMMUNITY COLLEGE DISTRICT FOUNDATION

Board of Directors Meeting November 15, 2022



MINUTES

The meeting of the Riverside Comm was called to order by President Ro		Coundation Board of Directors	Call to Order
Members Present	Members Absent	Staff Present	
Shauna Albright-Austin (Virtual) Shirley Coates Jody DeLeone Sergio Díaz Jesús Holguín (Virtual) Steve Loomis Teri Parker Albert Randall Robert Riddick Dennis Brandt	Shannon Carlson Donna Grant Jacqueline Hall Michelle Herting David Slawson	Launa Wilson, Foundation Executive Director Wendy Johnson, Foundation Assistant Director Marie Thermidor, Foundation Development Officer Rebeccah Goldware, Vice Chancellor, Institutional Advancement and Economic Development Renee Vigil, Executive Administrative Assistant Guests: Dr. Monica Green, Norco College President Dr. FeRita Carter, Interim Riverside City College President	
			ACTION ITEMS
President Riddick called the Members' attention to the meeting minutes from September 20, 2022.			Approval of Minutes
It was moved and seconded to approve the September 20, 2022 Board of Directors meeting minutes. M/S/C: Shirley Coates/Albert Randall. President Riddick presented the Board member removal action and prior Board Member Ben Johnson was removed through the administrative process. Executive Director and Assistant Director have covered Foundation expenses like administrative tools, meeting needs, etc. on behalf of the Board. The Foundation applied for a credit card to be used by the Foundation administrative staff. The credit cards were approved and are in route to the Foundation staff. There needs to be processes and procedures established for use of the card, security of the card, etc. to safeguard the use of the card. Finance Committee Chair Holguín thanked the Foundation staff and Finance Committee for discussing the finances of the Foundation. The Financial Highlights Report highlights the differences in funds over the last two years. It was moved and seconded to ratify the acceptance of the Financial Highlights Report dated September 30, 2022. M/S/C: Dennis Brandt/Sergio Diaz.			Executive Committee Report Finance Committee Report
The endowment spending rate had a recommendation from the Finance Committee to maintain the 3.5% spending amount. It was moved and seconded to ratify the acceptance of the endowment rate 3.5%. M/S/C: Jesús Holguín /Steve Loomis.			
Executive Director (E.D.) Wilson shared updates on behalf of Chair Hall (who was absent from the Board meeting) that now is the time to think about serving on the Nominating Committee with a service start date of July 2023. The Committee will start reviewing applicants starting in December 2022. Executive Director Wilson asked if the current Board Members would like to help in vetting new board members.			Nominating Committee

E.D. Wilson shared updates on behalf of Chair Herting that the Stewardship Committee held its first meeting and discussed the "thank you process" and the Committee can thank donors. The Committee determined that it would like to hand draft thank you notes that will be mailed to donors within the next week. The Committee made an attempt to bring back two appreciation events but RSVPs for attendance was low and the status of future events are questionable. President Riddick shared that there has been a change in attendance for events due to the COVID-19 Pandemic.	Stewardship Committee		
INFO	RMATIONAL ITEMS		
E.D. Wilson informed the Board that so far this year, the Foundation has raised over \$312,000 in collaboration with the colleges and is trying to finalize several proposals.	Executive Director's Report		
The request for temporary assistance did not go through as planned and the Foundation team has been assisting in Shannon's absence as well as Vice Chancellor Goldware and Renee's assistance. E.D. Wilson thanked President Riddick and Vice President Brandt for maintaining strong communication with the Chancellor's office and conducting quarterly meetings with Dr. Isaac. Launa thanked the Board Members for six years of service and the Foundation staff for their support over the years. E.D. Wilson thanked the college Presidents for their support. Fundraising and donor conversations will slow down due to the transition of E.D. Wilson's departure and hiring of a new E.D.			
President Riddick shared that part of the meeting with Chancellor was that representation from the Board will assist with the hiring process of the new E.D. Chancellor agreed to include Board Member feedback on the hiring panel.			
OTHER BUSINESS			
President Green shared an enrollment report that Norco College (NC) is in recovery mode. 51% of the target has been met for the winter session target. NC has commissioned a group to focus on the student from enrollment through transfer. NC has received new grants and brochures are being distributed from the college with a student highlighted special story. NC has been celebrating Veterans all month with various activities. Dr. Green thanked E.D. Wilson for her service and helping establish relationships with the Foundation Board, providing new ideas like Giving Week and years of service supporting the college.			
Interim President Carter shared that Riverside City College (RCC) had a strong 95% FTS enrollment and about 50% for the winter session enrollment goal has been met. RCC was named with high excellence as the college is devoted as a clear pathway for obtaining their education to bachelor's degrees. The college is still working with a donor Jan Steiner regarding the printing press which will be received in 2023. Dr. Carter thanked E.D. Wilson for her leadership and has donated continuous support for a student endowment emergency fund.			
Comment received from VP Brandt about the NC President's Advisory board. Foundation staff member Thermidor provided a report about the Norco and Corona area. VP Brandt would like to express thanks for all the work Marie has been doing. President Riddick thanked E.D. Wilson for her service at the Foundation and on behalf of the Board he thanked her for her time. There was a reminder about the next Board meeting scheduled for January 24, 2023.	Other Business		
There being no further business, the meeting adjourned at 8:28 am.	ADJOURNMENT		
Prepared by:			
Renee Vigil			
Executive Administrative Assistant			