

## **BOARD OF DIRECTORS REGULAR MEETING**

Wednesday, April 11, 2018 – 8:00am

Board Room #107, District Office

## **MINUTES**

### **I. CALL TO ORDER**

The meeting was called to order at 8:05 a.m. by Mr. Dave Coffaro.

### **II. ROLL CALL**

Members in attendance: Mr. Dave Coffaro, Mr. Todd O. Litfin, Mr. Richard Porras, and Dr. Raúl Rodríguez

Ex-Officio Non-Voting Members in attendance: Mr. Joe Geissler, Dr. John Hernandez, and Ms. Monica Zarske

Staff in attendance: Mr. Peter Hardash and Mr. Enrique Perez

Not Present: Ms. Arianna Barrios, Ms. Kristin Crellin, and Dr. Linda Rose

### **III. APPROVAL OF THE AGENDA**

A. Amendments and Corrections (if any)

None were made.

B. Approval of Agenda

It was moved by Mr. Litfin, seconded by Mr. Porras to approve the agenda. The motion carried with the following vote: Aye – Mr. Coffaro, Mr. Litfin, Mr. Porras, and Dr. Raúl Rodríguez.

### **IV. APPROVAL OF MINUTES – December 5, 2017 Regular Board Meeting**

A. Corrections (if any)

None were made.

B. Approval of the Minutes

Approval of the minutes was tabled for item VIII.

### **V. PUBLIC COMMENTS**

None were made.

#### **FOUNDATION BOARD MEMBERS:**

Arianna Barrios • David Coffaro • Kristin Crellin • Todd O. Litfin • Richard Porras

**Ex-Officio Voting Members:** Dr. Raúl Rodríguez

**Ex-Officio Non Voting Members:** Joseph Geissler • Dr. John Hernandez • Dr. Linda Rose • Monica Zarske

**Staff:** Peter Hardash • Enrique Perez

## VI. EXECUTIVE DIRECTOR'S REPORT

Mr. Perez reported on updating the MOU's the Foundation has with the SAC and SCC as the ones in place are outdated. Once finalized, they will go first the Board of Trustees then the Foundation Board.

### Update on the Capability Building Contract between the Rancho Santiago Community College District Foundation and the Colleges of Excellence Company

Mr. Perez provided an update on staffing and projected monies for contracted services. Discussion ensued.

Dr. Rodriguez reported on communication with the new Director of Contracts, Reem Alotaibi, enthusiasm of the project, and changes to the COE personnel.

Mr. Perez will forward the Board on an analysis of monies that have gone through the Foundation.

## VII. COLLEGE PRESIDENT'S REPORT

### Santiago Canyon College

Dr. Hernandez reported on the Strong Workforce Program, the Apprenticeship program featured on the State's webpage, on the men's basketball team, the SCC Foundation, funding on the bronze sculptures, the golf tournament, the alumni mixer, and the planning of an annual reception for retirees.

Mr. Litfin gave positive remarks on the Science Night held at SCC, which he attended.

### Santa Ana College

Dr. Rose was not present. Dr. Rodriguez asked Ms. Zarske if she could provide a report on Dr. Rose's behalf. Ms. Zarske reported on the two new vice president's that were hired, and the grand opening of the Central Mall.

## VIII. APPROVAL OF TREASURER'S REPORTS

### A. Treasurer's Reports

Mr. Hardash reported on Treasurer's Reports for months November - December 2017 and January - February 2018.

A motion was made to amend the agenda to capture Treasurer's Reports for months ending June, July, August, September, and October 2017 as they were not approved at the December 5, 2017 meeting.

It was moved by Mr. Porras, seconded by Mr. Litfin to approve the amended agenda and the Treasurer's Reports presented. The motion carried with the following vote: Aye – Mr. Coffaro, Mr. Litfin, Mr. Porras, and Dr. Raúl Rodríguez.

A motion was made to approve the December 5, 2017 minutes as presented. It was moved by Mr. Litfin, seconded by Mr. Porras. The motion carried with the following vote: Aye – Mr. Coffaro, Mr. Litfin, Mr. Porras, and Dr. Raúl Rodríguez.

**IX. ITEMS FOR DISCUSSIONS AND/OR ACTION**

- A. 2016-2017 AUDIT REPORT RESULTS-Accept the 2016-2017 Rancho Santiago Community College District Foundation Financial Statements and Independent Auditors' Report for the Fiscal Year Ended June 30, 2017 (action to accept only).

Mr. Hardash reported on the audit results and directed the Board to page 2 of the report where 'presented fairly' is noted and signifies that it is a clean audit. Restricted/Unrestricted wording will be changed to Unrestricted and Donor Restricted for clarity of understanding.

There was discussion on STERS & PERS and any liability to the district.

It was moved by Mr. Litfin, seconded by Mr. Porrás to accept the audit report results. The motion carried with the following vote: Aye – Mr. Coffaro, Mr. Litfin, Mr. Porrás, and Dr. Raúl Rodríguez.

- B. Accept donation check from Union Bank for \$50,000 (for discussion and/or action).

Mr. Perez reported that the check is restricted and dedicated to the SBDC, for business opportunities at the Digital Media Center (DMC). There are plans for the SBDC to move to the DMC.

It was moved by Mr. Porrás, seconded by Mr. Litfin to accept the donation check. The motion carried with the following vote: Aye – Mr. Coffaro, Mr. Litfin, Mr. Porrás, and Dr. Raúl Rodríguez.

**X. BOARD MEMBER COMMENTS**

None were made.

**XI. FUTURE MEETINGS**

Tuesday, June 5, 2018 8am – Board of Directors Annual and Regular Meeting

**XII. ADJOURNMENT**

The next regular meeting of the Board of Directors will be held on June 5, 2018 at 2323 North Broadway, Santa Ana, California 92706.

Mr. Coffaro adjourned the meeting at 8:48am

It was moved by Mr. Litfin, seconded by Mr. Porrás to adjourn. The motion carried with the following vote: Aye – Mr. Coffaro, Mr. Litfin, Mr. Porrás, and Dr. Raúl Rodríguez.

**approved: June 5, 2018**