



Wednesday, March 31, 2010

**Board of Directors Meeting
5:00 – 6:15 pm
District Board Room**

Board Present: Adams, Agbayani, Barram, Berghoff, Krause, Korol, Kung, Levy, Manwani Bhagat, Midlock, Murphy, Neiman, Seeley, Smithwick, Swift, Torgersen

Board Absent: Casas Frier, Greif, Kernan, McKenna, Miner, Thor

Staff Present: Dirking, Fox Ellison, Karra, Lyssenko, Woodworth

Guest: Kurt Hueg, Vice President of Marketing (on behalf of Miner)

Minutes

Welcome & Introductions

Manwani Bhagat

- Administrative Assistant, Shyamala Karra, is leaving the Foundation to relocate to India. The Board presented Karra with flowers and thanked her for her service to the Foundation.

Approval of Minutes

Approved

Finance Committee Report

- Agbayani reported the Foundation has met about 60% of its \$4.5 million revenue goal through February.
- Agbayani reported that the Foundation's asset balance is a little over \$25 million, about the same as last month.
- The committee met with representatives from the Commonfund, who will return next month with recommendations for rebalancing the investment funds, as well as additions and improvements to investment and endowment policies.

Chancellor's Circle Report

- Lyssenko reported that \$131K had been raised through February toward our FY10 goal of \$250K. Spring renewals were sent recently, with an expectation of \$45K.

- Lyssenko announced a ***\$100,000 Spring Challenge for the Chancellor's Circle***. Any gift between now and June 30 will be matched one-to-one by a generous Chancellor's Circle member, up to a total of \$50,000.
- Lyssenko announced the Chancellor's Circle annual reception on May 6th at the home of Dick and Sue Levy. An email with the Save-the-Date was sent out and invitations will be mailed in a few weeks.
- Torgersen said that the May 6th reception should be considered a 'working' event and asked for 100% participation from the Board to attend. A CC member list will be sent for board members to call on individuals they know and urge them to come. Torgersen also asked the Board to provide any background information on current members that might help with engagement at the May 6th event.
- A debriefing will be held after the May 6th event to gather information that might help the Foundation further steward and cultivate Chancellor's Circle members.
- Torgersen reported on a successful Foothill campus tour on March 10, that included five prospective donors. Sue Levy hosted a lunch at the Los Altos Golf and Country Club following the tour, and then all were sent a Chancellor's Circle solicitation. One guest expressed the wish to purchase a seat in the Lohman Theatre.
- Torgersen reported that Dr. Biden is unable to come to the Bay Area due to teaching demands. Kathy is still hoping to plan a forum for the fall, and Martha Kanter offered to personally deliver an invitation letter to Dr. Biden.

Board Activity Report

- Manwani Bhagat went around the table and asked each attendee to provide a list of names that could be considered prospects for the Chancellor's Circle and possible other giving. The board members all responded with names.
- Foundation staff recorded the names. Anita thanked everyone and discussed how board members and Foundation staff can partner with one another to member to engage prospects and plan steps toward solicitation.

College Initiatives – Focus of Upcoming Events

- Kung handed out a proposal for Board Involvement.
 - Participate in one of the major events (Night of Magic or the Gala)
 - Engage in one of the college programs
 - There are many to choose from – Kirsch Center, Planetarium, APALI, Foothill Theatre Conservatory, Foothill Author Lecture Series, etc.
 - Help solicit sponsorships
 - Support Foundation staff in fundraising

Foothill

- Midlock reported that the Foothill Gala is on July 25. This year's beneficiary will most likely be the Adaptive Learning Division.
- Woodworth reported on the Slow the Flow, Water Wise Conservation conference on April 24. The event is spearheaded by two Los Altos Hills residents in conjunction with the Environmental Horticulture Department, and has raised more than \$37,000 in sponsorships.

De Anza

- Dirking announced October 23, 2010, as the date for De Anza's Night of Magic, this year benefitting the Multicultural Center. She asked the board's help in identifying contacts for corporate sponsorships for both the Night of Magic and Foothill Gala.
- Murphy reported on the upcoming layoffs with 26 permanent and 32 part/time staff will be finalized on April 5.
- Spring quarter registration is underway with 11,000 names already on various class waiting lists.
- The March 4 and March 22 marches were very successful with hundreds of Foothill and De Anza students participating

Foundation Transition Plans

- Fox Ellison has resigned her position as of May 3rd.
- The process to hire the new Executive Director will begin in April, with the best case scenario of having a new director in place by September. The search committee will include members of the college community and the Board.
- Several members including Murphy and Berghoff thanked Fox Ellison for her leadership.
 - *A motion was made to include in the minutes that Fox Ellison led an upward trajectory for the Foundation during her five and half years as executive director. All were in favor!*

Meeting adjourned at 6:30 p.m.

NEXT BOARD MEETING
April 28, 2010
Krause Center For Innovation