
AUXILIARY PROGRAMS CORPORATION



BOARD OF DIRECTORS

Kevin G. Walthers, Ph.D., President
Laura Becker, Treasurer
Robert Curry, Ph.D., Secretary
Suzanne Levy, Ed.D.
Fred Patrick
Ora Shrecengost, Student

Agenda

Quarterly Regular Meeting

September 2, 2026

Captain's Room, B-102

Allan Hancock College

800 South College Drive, Santa Maria, CA 93454

	<u>Page</u>	<u>Est. Time</u>
1. Call to Order		2 p.m.
2. Public Comment		
Public comments on an agenda item or another topic within the jurisdiction of the Board of Directors will be given in person during the meeting or submitted in writing at least 24 hours before the meeting via email to: chelsea.humes@hancockcollege.edu. The leading speaker from the audience side on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. Please submit an individual comment card for each item. Testimony on specific agenda items will be welcome during consideration of the item by the Board of Directors. When public testimony is completed regarding a specific agenda item, discussion is then confined to directors only. This practice is in accordance with laws governing Board of Directors public meetings.		
3. Action Items		
3.a. Approval of Minutes of the May 12, 2026 Meeting	3	
3.b. Appointment of Directors	5	
3.c. Acceptance of Cash Donations of \$500 or Greater to Pacific Coast Performing Arts (PCPA) for the period of May 1, 2026 through July 31, 2026	6	
3.d. Acceptance of Pacific Coast Performing Arts (PCPA) Public Relations/Advertising Report of Promotions, Sponsorships, and	8	

	<u>Page</u>	<u>Est. Time</u>
In-kind Donations of \$500 or Greater for the period of May 1, 2026 through July 31, 2026		
4. Information Items		
4.a. Financial Report for Auxiliary Programs	9	
4.b. PCPA Volunteer Recognition	12	
5. Oral Reports for Auxiliary Programs		
6. Adjournment		

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Chelsea Humes at chelsea.humes@hancockcollege.edu or 805-922-6966 ext. 3939. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.

AUXILIARY PROGRAMS CORPORATION

BOARD OF DIRECTORS



Kevin G. Walthers, Ph.D., President
 Dennis Curran, Treasurer
 Robert Curry, Ph.D., Secretary
 Suzanne Levy, Ed.D.
 Fred Patrick
 Ora Shrecengost, Student

MINUTES

Annual Meeting and Quarterly Regular Meeting
 May 12, 2026
 Captain's Room, B-102

Organizational Meeting

1. Call to Order
 Dr. Walthers called the meeting to order at 3:05 p.m. with the following directors present: Levy, Patrick, Shrecengost, Walthers

 Absent: Curran, Curry

 Staff Members Present: Mark Booher, Kim Ensing, Keli Seyfert, Jennifer Swartz, Suria Ramirez Beas

 Note Taker: Chelsea Humes
2. Public Comment
 No public comment was made.
3. Action Items
 - 3.a. Minutes of the February 26, 2026, Meeting

 Jennifer Schwartz noted a correction that Pacific Coast Performing Arts should be Pacific Conservatory Performing Arts. This will be corrected on all documentation. On a motion by Ora Shrecengost, seconded by Suzanne Levy, the board of directors voted to approve the minutes of the February 26, 2026 meeting, as corrected. (Ayes: Patrick, Shrecengost, Walthers; Noes: None; Concur: None; Absent: Curran, Curry)
 - 3.b. Acceptance of Cash Donations of \$500 or Greater to Pacific Conservatory Performing Arts (PCPA) for the period of November 1, 2025, through January 31, 2026

 On a motion by Ora Shrecengost, seconded by Suzanne Levy, the board of directors voted to approve donations to PCPA of \$500 or greater made during the period of February 1, 2026 through April 30, 2026. (Ayes: Patrick, Shrecengost, Walthers; Noes: None; Concur: None; Absent: Curran, Curry)
 - 3.c. Acceptance of Pacific Conservatory Performing Arts (PCPA) Public Relations/Advertising Report of Promotions, Sponsorships, and In-kind Donations of \$500 or Greater for the period of February 1, 2026 through April 30, 2026

On a motion by Ora Shrecengost, seconded by Suzanne Levy, the board of directors voted to approve the public relations/advertising expenses/in-kind trade/cash sponsorships of \$500 or greater for the period February 1, 2026 through April 30, 2026. (Ayes: Patrick, Shrecengost, Walthers; Noes: None; Concur: None; Absent: Curran, Curry)

4. Information Items

4.a. Financial Report for Auxiliary Programs

Keli Seyfert noted that 34 clubs have been chartered this academic year.

4.b. Tax Year 2025, Fiscal Year 2024-2025 Forms 990, 990-T Tax Returns

Keli Seyfert reported the Auxiliary Programs Corporation files both Form 990 and Form 990-T annually. She noted the tax returns are prepared and reviewed by the auditors and administration prior to filing and are publicly available in accordance with disclosure requirements.

5. Oral Reports

PCPA

Mark Booher reported PCPA has hired a new marketing director, Jen Marchese Ernst, who will begin June 8, 2026. He shared that the spring production of Come From Away recently concluded in the Marian Theatre and will reopen as part of the summer season at the Solvang Festival Theater. PCPA graduation is scheduled for May 17, 2026. Mr. Booher stated the summer company will arrive following Memorial Day and summer productions will include Luchadora!, Come From Away, Frozen, and Beehive.

J. Schwartz reported Come From Away performed well financially, exceeding the ticket sales performance of Waitress and generating approximately \$129,000 in ticket revenue. She also noted audience response to the production was overwhelmingly positive, with many patrons expressing appreciation for the show.

Athletics

Kim Ensing reported Athletics received a \$25,000 donation from the parent of a recruit in support of one of the department's programs. She also noted the Athletics Awards Banquet was scheduled for that evening and several track and field student-athletes will compete in the state finals this weekend.

6. Adjournment

Dr. Walthers adjourned the meeting at 3:17p.m.



AUXILIARY PROGRAMS CORPORATION BOARD AGENDA ITEM

To: Board of Directors		Date: September 2, 2026
From: Kevin G. Walthers		
Subject: Appointment of Directors		
Reason for Board Consideration: ACTION	Item Number: 3.b.	Enclosures: Page 1 of 1

BACKGROUND

Article V, Section 4, "Selection and Tenure," of the Auxiliary Programs Corporation Bylaws designates the college superintendent/president and chief financial officer as ex-officio voting directors of the corporation. The other three directors shall be selected as follows: one (1) academic administrator appointed by the superintendent/president; one (1) regular faculty member nominated by the Academic Senate and appointed by the superintendent/president; and one (1) student member nominated by the Associated Student Body Government and appointed by the superintendent/ president. In addition, one (1) college trustee serves as a non-voting director.

Below is the proposed slate of officers and directors effective August 27, 2026:

Kevin G. Walthers, Ph.D., superintendent/president
 Laura Becker, interim associate superintendent/vice president, Finance and Administration
 Robert Curry, Ph.D., associate superintendent/vice president, Academic Affairs
 Suzanne Levy, Ed.D., trustee representative (non-voting)
 Fred Patrick, faculty representative
 Ora Shrecengost, student representative

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends the board of directors approve the proposed slate of officers and directors.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
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AUXILIARY PROGRAMS CORPORATION BOARD AGENDA ITEM

To: Board of Directors		Date: September 2, 2026
From: Jennifer Schwartz		
Subject: Approval of Cash Donations of \$500 or Greater to PCPA for the period of May 1, 2026, to July 31, 2026		
Reason for Board Consideration: ACTION	Item Number: 3.c.	Enclosures: Page 1 of 2

Background

Following is a list of donations of \$500 or greater contributed to PCPA for the period of May 1, 2026, to July 31, 2026.

Date	Donations \$500 or Greater	Amount
5/13/2026	Judge Jed Q. and Diane Beebe	\$15,000
5/14/2026	John and Sharon Henning	\$10,000
6/3/2026	Stephen and Phyllis Dorsi	\$5,000
6/5/2026	David and Wanda Mills	\$5,000
6/5/2026	The Edwin and Jeanne Woods Family Foundation	\$30,000
6/5/2026	PCPA Foundation	\$212,904
6/5/2026	Edwin and Jeanne Woods Family Foundation	\$30,000
6/9/2026	Jerry and Sharon Melson	\$9,000
6/17/2026	Jerry and Sharon Melson	\$1,000
6/17/2026	Camille Hanson	\$1,000
6/17/2026	Dale and Helen Charlesworth	\$1,000
6/23/2026	Richard and Cathy Luckett	\$10,000
6/24/2026	Philip Morris	\$1,000
6/25/2026	Keith and Wendy George	\$1,500
7/2/2026	John and Mary Ann Hjalmarson	\$1,000
7/7/2026	Kelly and Scott Davis	\$500
7/7/2026	Bette Kulp	\$1,000
7/8/2026	Jay and Mary Kay Bornfleth	\$500
7/9/2026	Steve Pepe	\$1,040

(continued)

Fiscal Impact

None

Recommendation

Staff recommends the Auxiliary Programs Corporation Board of Directors accept PCPA's donations of \$500 or greater for the period of May 1, 2026, to July 31, 2026.

Administrator Initiating Item: Jennifer Schwartz	Final Disposition:
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Date	Donations \$500 or Greater	Amount
7/9/2026	Michael Moats	\$500
7/10/2026	Jeannine and James Stoddard	\$750
7/13/2026	Sharon Kuhlenschmidt	\$1,000
7/16/2026	Phil Wagner	\$1,000
7/16/2026	Phil Wagner and Mary Blackler	\$1,000
7/16/2026	Karen Ransome	\$1,500
7/17/2026	Marcia Ibsen	\$750
7/17/2026	Alfred and Linda Lewis Griffith	\$500
7/17/2026	Jackie Eldridge	\$5,000
7/20/2026	Nancy Stewart	\$750
7/20/2026	Virginia Perry Souza	\$500
7/20/2026	Susan and Mark Frink	\$500
7/21/2026	Leslie Mosson	\$1,000
7/22/2026	Jose Gonzalez	\$500
7/23/2026	Rod Pope	\$500
7/23/2026	Donna and Jack Croom	\$3,000
7/24/2026	Linda Stafford Burrows	\$550
7/27/2026	Paula Brose	\$500
7/30/2026	Dianne Raynor	\$10,000
7/30/2026	Dianne Raynor	\$2,500
7/30/2026	David and Wanda Mills	\$5,000
7/30/2026	David and Tricia Ottesen	\$600
7/30/2026	Dr. Amerian Sones	\$1,000
7/31/2026	Steve Pepe	\$3,000
GRAND TOTAL		\$ 378,344



AUXILIARY PROGRAMS CORPORATION BOARD AGENDA ITEM

To: Board of Directors		Date: September 2, 2026
From: Jennifer Schwartz		
Subject: Approval of PCPA Public Relations/Advertising Report of Expenses/In-kind Promotions/Cash Sponsorships of \$500 or Greater for the period of May 1, 2026, through July 31, 2026		
Reason for Board Consideration: ACTION	Item Number: 3.d.	Enclosures: Page 1 of 1

Background

Following is an update of PCPA's promotions and sponsorships of \$500 or greater for the period of May 1, 2026, through July 31, 2026.

Promotions and Sponsorships of \$500 or Greater	Vendor Trade/ In-Kind Services	Cash Sponsor	PCPA Trade
New Times/Sun	\$2,916.00		
KCOY	\$3,500.00		
KIDI	\$1,750.00		
Noozhawk	\$2,150.00		
TOTAL	\$10,316.00		

Fiscal Impact

None

Recommendation

Staff recommends the Auxiliary Programs Corporation Board of Directors accept PCPA's promotions and sponsorships of \$500 or greater for the period of May 1, 2026, through July 31, 2026.

Administrator Initiating Item: Jennifer Schwartz	Final Disposition:
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AUXILIARY PROGRAMS CORPORATION BOARD AGENDA ITEM

To: Board of Directors		Date: September 2, 2026
From: Laura Becker		
Subject: Financial Reports for Auxiliary Programs		
Reason for Board Consideration: INFORMATION	Item Number: 4.a.	Enclosures: Page 1 of 3

BACKGROUND

Attached are copies of financial statements for the following funds:

- PCPA Special Revenue Fund
- Associated Student Body Trust Fund

The statements reflect financial data as of June 30, 2026.

Administrator Initiating Item: Laura Becker	Final Disposition:
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Allan Hancock College
PCPA Fund
Income Statement by Fund
For Period Ending 06/30/2026

REVENUES

Local Revenues	3,514,520
Total REVENUES	3,514,520

EXPENDITURES

Classified Salaries	3,533,342
Employee Benefits	881,757
Supplies and Materials	422,078
Other Operating Exp. and Services	1,045,849
Capital Outlay	61,545
Total EXPENDITURES	5,944,573

Excess of Revenues Over (Under) Expenditures	(2,430,053)
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OTHER FINANCING SOURCES(USES)

Other Financing Sources	1,853,106
Total OTHER FINANCING	1,853,106

OPERATING TRANSFERS OUT

Other Outgo	988,879
Total OPERATING TRANSFERS OUT	988,879

Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(1,565,825)
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FUND BALANCE:

Fund balance, July 1	4,008,884
Current Balance	2,443,059

11
Associated Students Trust Fund
Income Statement by Fund Type
For Period Ending 06/30/2026

REVENUES

Athletic Entry Fees	10,125
Fundraising	475
Interest and Investment Income	16,355
Non Cash Contribution	5,000
Other Local Revenues	1,632
Sales and Commission	95,428
Single Tickets	35,591
Total REVENUES	164,606

EXPENDITURES

Bad Debt Expense	16,457
Bank Service Charges	6
District/College Support	5,580
Dues & Memberships	5,475
Entertainment/Special Events	2,107
Field Trips	249,134
Food - Business Meetings/Events	24,503
Game Personnel (Athletic Events)	78,828
Indep Contractor (Individuals)	8,400
Merchant Fees	4
Non Instr Printing	1,699
Non-Tech Licenses,Permits,Fees	3,000
Office/Operational Supplies	9,380
Public Relations/Recognitions	1,266
Service Contracts (Businesses)	13,213
Travel - All Travel Costs	22,584
Total EXPENDITURES	441,638

Excess of Revenues Over (Under) Expenditures	(277,032)
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OTHER FINANCING SOURCES(USES)

Interfund Transfer-In District	401,680
Intrafund Transfer-In	464,871
Total OTHER FINANCING	866,551

OPERATING TRANSFERS OUT

In-Kind Student Assistance	5,000
Intrafund Transfers-Out	464,871
Scholarships	6,500
Total OPERATING TRANSFERS OUT	476,371

Excess of Revenues and Other Financing Sources Over/(Under)	113,148
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FUND BALANCE:

Fund Balance, July 1	311,174
Current Balance	424,322



AUXILIARY PROGRAMS CORPORATION BOARD AGENDA ITEM

To: Board of Directors		Date: August 27, 2026
From: Jennifer Schwartz		
Subject: PCPA Volunteer Recognition		
Reason for Board Consideration: INFORMATION	Item Number: 4.b.	Enclosures: Page 1 of 1

BACKGROUND

California Education Code 72401 and Board Policy 3900 authorize the use of volunteer aids to perform nonteaching work.

PCPA utilizes many volunteers to perform essential work such as ushering, assisting in the box office, supporting production and marketing, and acting in productions that require young performers. They do not receive salaries or any other benefits available to employees of the Allan Hancock College Auxiliary Programs Corporation. However, in accordance with labor code section 3364.5, a volunteer is an employee for the purpose of workers' compensation benefits.

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Administrator Initiating Item: Jennifer Schwartz	Final Disposition:
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PCPA Volunteers Who Served During FY 2026 (July 1, 2025 through June 30, 2026)

First Name	Last Name
Carol	Adams
Catherine Jane	Alsup
Mary Beth	Amenta
Nancy	Andersen
Samatha	Barba
Amber	Barnard
Elizabeth	Baycroft
Phyllis	Bethel
Eileen	Blair
Valerie	Bonner
Lorie	Bouget
Ginnie	Boyle
John	Burke
Linda	Busek
Janette	Contreras
Cindy	DiSanti
Debi	Dykzeul
Edla	Enberg
Rose	Esquivel
Martin & Patricia	Farber
Cathy	Farley
Midori	Feldman
Stephanie	Fugate
Connie	Gaffney
Bridget	Gallas
Joyce	Goble
Roy	Hartnell
Elizabeth	Hatcher
June	Henry
Patricia	Hicks
Judy	Hoffman
Connie	Holdredge
Brenda	Judson
Jane	Kametani
Irene	Khayam
Louisa	Kingsley

First Name	Last Name
Cheryl	Kliewer
Paul	Klock
Tricia	Kolp
Jan	Lavelle
Debbie	LeClair
Elizabeth	Linneman
Tom & Diane	McLaughlin
Grace	Mendoza
Clarita	Mojica
Frank & Kristin	Moore
Richard & Diana	Morita
Chantelle	Nakasawa
Hannelore	Nixon
Mary	Nolan
Marlene	Noonan
Carol	Ogburn
Sally	Overman
Mary	Padilla
Donna	Peters
Anne	Pena
Linda	Peterson
Martha	Pignone
Sally	Pritchard
Donna	Pulling
Dianne	Raynor
Sergio	Razo
Nancy	Reddy
Romé	Richardson
Tanya	Roslinda
Jean	Roth
Nancy	Rust
Paul	Savaso
Rachel	Smith
Joyce	Soberanes
Pam	Sonsini
Anna	Sorenson

First Name	Last Name
Joyce	Starr
David	Stevens
Roland & Rowena	Tan
Marilyn	Tilley
Gayle	Turner
Cindy	Velasquez
Victoria	Villa
Britta	Wenglowski
James	Williams
Joanne	Zeilman