

**NOTICE OF  
QUARTERLY MEETING  
ALLAN HANCOCK COLLEGE FOUNDATION  
BOARD OF DIRECTORS  
Wednesday, November 8, 2017  
8:30 a.m.**

# Agenda

Allan Hancock College  
Boardroom—B-100  
800 South College Drive, Santa Maria, CA 93454

The mission of the Allan Hancock College Foundation is to operate for the advancement of education by raising funds and building community support to meet the needs of the college in the areas of scholarships, capital/infrastructure projects and program support.

## **OFFICERS**

Valerie Moya Boice  
*President*  
Bob Lotwala  
*Vice President*  
Georgia L. Schrager  
*Secretary*  
Guy Walker  
*Treasurer*

## **DIRECTORS**

Rebecca Alarcio  
James H. Bray  
Frank Campo  
Michael J. Carroll  
Ed Cora  
Lee-Volker Cox, Ed.D.  
Maggi Daane  
James E. Fields  
Judy Frost  
Margaret S. Hesse  
George Johnson  
Mario Juarez, Esq.  
Robert B. Klug  
Doris T. Lahr  
Tom Lopez  
Robert Manning  
Mary K. Nanning  
Sam Orozco, D.P.A.  
Ken Ostini  
Glenn Owen  
Rick Velasco  
Roger Welt, Ed.D.

## **EMERITUS DIRECTORS**

Michael L. Gibson  
Ronald L. Thatcher

## **COLLEGE TRUSTEE REPRESENTATIVES**

Jeffery Hall  
Gregory A. Pensa

## **COLLEGE REPRESENTATIVES**

Kevin G. Walthers, Ph.D.  
*Superintendent/President*  
  
Michael Black  
*Associate Superintendent/Vice President,  
Finance and Administration*  
  
Susan Houghton  
*Executive Director,  
College Advancement*  
  
Linda Metaxas  
*Faculty*  
Janet Cruz  
*Student*

## **FOUNDATION STAFF**

Marlyn Cox  
Nancy Gastelum  
Toni McCracken  
Natalie Rucobo

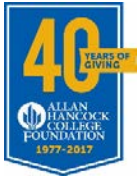


Notice of Quarterly Meeting  
Allan Hancock College Foundation Board of Directors  
Wednesday, November 8, 2017  
8:30 a.m. to 10:30 a.m.

Allan Hancock College, Boardroom – B100, 800 South College Drive, Santa Maria, CA 93454

## AGENDA

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1. Call to order	
2. Roll Call	
3. Public Comment <i>Public comment not pertaining to specific agenda items is welcome at this time. If you wish to speak to any item listed, please complete a Request to Speak Card available from the executive director. It is suggested that speakers limit themselves to 5 minutes.</i>	
4. Approval of Agenda for November 8, 2017 (ACTION)	
5. Approval of Minutes of the July 27, 2017, Quarterly Board Meeting (ACTION)	1-6
6. Foundation Committee Charters and Projects 2018 (ACTION) A review of committee charters and projects for 2018.	7-10
7. Committee Reports	
7. A. Governance/Nominations Committee Report – Mario Juarez, Chair	11-14
7. A. 1. New Director Nominations (ACTION) A recommendation to approve the nomination of community members to the Foundation Board.	
7. A. 2. Director Resignations (ACTION) A recommendation to accept the resignation of a board member.	
7. B. Finance – Guy Walker, Chair	
7. B. 1. Review and Approve Financial Statements (ACTION) A review of financial statements for the foundation.	15-24
7. B. 2. Discussion of Santa Barbara Foundation and Hancock Promise	25
7. C. 40 <sup>th</sup> Anniversary – Jim Bray and Rebecca Alarcio, Co-Chairs A report on the success of the Foundation’s 40 <sup>th</sup> Gala Celebration.	26
7. D. Community Ambassadors – Jim Fields, Chair	27
7. E. President’s Circle – Maggi Daane and Peggy Hesse, Co-Chairs	28



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**AGENDA**

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7. F. Scholarship – Bob Manning, Chair A report on the scholarship reception survey and recommendation for the 2018 scholarship event. (ACTION)	29
8. Oral Reports	
8.A. Members of the Board of Directors	General Announcements
8.B. College Superintendent/President	Dr. Kevin G. Walthers
8.C. College Trustee	Mr. Jeffery Hall
8.D. PCPA Foundation Representative	Mr. Jim Bray
8.E. Faculty Representative	Ms. Linda Metaxas
8.F. Student Representative	Janet Cruz
8.G. Executive Director, College Advancement	Ms. Susan Houghton
9. Presentation A presentation on the college’s Campus Graphics Department by Gordon Rivera, Supervisor. Following the presentation to board members there will be a tour of the Campus Graphics facility.	30
10. Next Meeting The next meeting of the board is Thursday, January 25, 2018 to include an annual retreat and quarterly board meeting.	
11. Adjournment (ACTION) A motion to adjourn the quarterly meeting of the Allan Hancock College Foundation Board of Directors.	

*In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Allan Hancock College Foundation office at (805) 925-2004. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.*

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Toni McCracken  
 Advancement Officer

ALLAN HANCOCK COLLEGE FOUNDATION  
QUARTERLY MEETING OF THE BOARD  
*Minutes of July 27, 2017*

The quarterly meeting of the Allan Hancock College Foundation (AHCF) Board of Directors was held Thursday, July 27, 2017, starting at 4:05 p.m. at Allan Hancock College, Boardroom – B100, 800 South College Drive, Santa Maria.

**1. Call to Order**

Foundation Vice President, Bob Lotwala, called the meeting to order at 4:05 p.m.

**2. Roll Call**

*Directors Present:* R. Alarcio, F. Campo, M. Carroll, E. Cora, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Schragger, G. Walker

*Directors Absent:* V. Moya Boice, J. Bray, M. Daane, B. Farias Estrada, G. Johnson, T. Lopez, R. Velasco, R. Welt

*College Representatives Present:* S. Houghton, K. Walthers

*College Representative Absent:* M. Black

*Faculty Representative:* L. Metaxas

*Student Representative:* J. Cruz-Reyes

*Foundation Staff:* T.L. Coleman, M. Cox, N. Gastelum, T. McCracken

*Guests:*

--Emily Smith, Project Director for K-12 Partnerships, Cooperative Work Experience and Career Development

--Deb Annibali, Director, Law Enforcement Training

*Recorder:* T. McCracken

**3. Public Comment**

There was no public comment.

Lee-Volker Cox arrived at 4:06 p.m.

Janet Cruz-Reyes arrived at 4:07 p.m.

**4. Welcome and Approval of Agenda**

Vice President Lotwala welcomed Janet Cruz-Reyes as the new student representative on the Foundation board. He asked for a motion to approve the agenda.

Motion: On a motion by Director Juarez, seconded by Director Ostini, the agenda was approved as submitted on a roll-call vote as follows: Ayes: R. Alarcio, F. Campo, M. Carroll, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

**5. Approval of Minutes – April 27, 2017, Quarterly Board Meeting**

Vice President Lotwala asked for a motion to approve the minutes of the April 27, 2017, quarterly board meeting.

Motion: On a motion by Director Juarez, seconded by Director Nanning, the minutes were approved as submitted: Ayes: R. Alarcio, F. Campo, M. Carroll, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

**6. Governance/Nominations Committee Reports – Mario Juarez, Chair**

The Governance/Nominations Committee and the Executive Committee recommend approval of the 2017-2018 slate of officers as follows: Valeria Moya Boice, President; Bob Lotwala, Vice President; Georgia Schrage, Secretary, and Guy Walker, Treasurer.

Motion: On a motion by Director Juarez, seconded by Director Nanning, the Foundation 2017-2018 slate of officers was approved as presented: Ayes: R. Alarcio, F. Campo, M. Carroll, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

--Nominees under consideration are being contacted by committee members. The committee will provide a recommendation to the Executive Committee in early October and to the full board at the November quarterly meeting.

--The committee is reviewing/updating the *Director's Commitment* expectations and will provide a draft for review by the full board at the November quarterly meeting.

--The committee received a letter of resignation from Director Brenda Farias Estrada as she and her husband are expecting their first child in late October. A formal resignation will be included on the November quarterly board agenda.

--The committee is seeking directors who may have an interest in serving as an officer on the board, including the President and Vice President positions. President Moya Boice's term will expire in 2018 and Mr. Lotwala has shared he is unable to continue as Vice President in 2018. The Governance and Nominations Committee is also seeking additional members. Directors interested in serving on the Executive Committee or Governance/Nominations Committee are asked to email Mr. Juarez.

Ed Cora arrived at 4:15 p.m.

**7. College Presentation by Emily Smith**

Ms. Houghton introduced Emily Smith, Project Director for K-12 Partnerships, Cooperative Work Experience, and Career Development, who gave an overview on Allan Hancock College providing college-level curriculum at the high schools. A copy of Ms. Smith's PowerPoint presentation is appended to the permanent minutes.

**8. College Presentation by Deb Annibali**

Ms. Houghton introduced Deb Annibali, Director, Law Enforcement Training, who provided an overview on the Public Safety Training program at the Lompoc Valley Center. A copy of Ms. Annibali's PowerPoint presentation is appended to the permanent minutes. Ms. Annibali reported

that the firing range, which has been closed, is expected to open the end of August. There is a coordinated effort by the college to work with the community and local leaders about the noise and to help mitigate any concerns about living near the Lompoc Valley Center.

**9. Acceptance of New Fund Agreements**

The Foundation has received two new fund agreements:

--A new scholarship endowment, *Ayleen Melsheimer Memorial Scholarship*, to support students in the field of nursing at Allan Hancock College.

--A new scholarship endowment, *Vicki L. Teal Memorial Endowed Nursing Scholarship*, to support students actively pursuing a degree as a registered or licensed vocational nurse.

Vice President Lotwala called for a motion to approve the new fund agreements as presented.

Motion: On a motion by Director Juarez, seconded by Director Frost, the new fund agreements for the *Ayleen Melsheimer Memorial Scholarship*, and the *Vicki L. Teal Memorial Endowed Nursing Scholarship*, was approved as presented: Ayes: R. Alarcio, F. Campo, M. Carroll, E. Cora, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

**10. Proposed Meeting Calendar for 2017-2018**

The 2017-2018 proposed meeting calendar was reviewed. Vice President Lotwala called for a motion to approve the meeting calendar as presented.

Motion: On a motion by Director Juarez, seconded by Director Fox, the 2017-2018 meeting and events calendar was approved as presented.: Ayes: R. Alarcio, F. Campo, M. Carroll, E. Cora, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

**11. Committee Reports**

***Finance Committee – Guy Walker, Chair***

*Financial Statements* – Director Walker provided the Finance Committee’s report. Mr. Walker noted a change in the reporting for the Portfolio Summary, which now matches to the Foundation’s fiscal year beginning with July 2017. There were no questions or comments about the financial statements as submitted. Vice President Lotwala called for a motion to approve the financial statements as presented.

Motion: On a motion by Trustee Pensa, seconded by Director Ostini, the board approved the contributions report, statement of operations, balance sheet and portfolio summary as submitted. Ayes: R. Alarcio, F. Campo, M. Carroll, E. Cora, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

*2017-2018 Proposed General Operations Budget* – Director Walker reviewed the Foundation’s 2017-2018 proposed general operations budget. The revenue projection of \$688,788 includes an increase from the Young Endowment from \$75,000 to \$140,000, specifically covering the additional operating expenses expected. The \$15,000 from President’s Circle is projected at 15% of 100 members at \$1,000 each. The anticipated expenses are \$540,169. Director Owen noted budget

revenues and expenses for the Gala were reviewed thoroughly by the Finance Committee and complimented the 40<sup>th</sup> Gala Committee on their efforts.

Motion: On a motion by Trustee Pensa, seconded by Director Ostini, the board approved the 2017-2018 Proposed General Operations budget including the transfer of \$140,000 from the Young Endowment to the general operations budget as submitted. Ayes: R. Alarcio, F. Campo, M. Carroll, E. Cora, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

*Heritage Oaks Bank* – Director Walker reported that the Foundation administers the *Student Emergency Fund* that provides prepaid VISA debit cards to students with hardships related to unexpected emergencies. These cards were provided by Heritage Oaks Bank. Recently, Heritage Oaks bank was sold to Pacific Premier Bank, who has informed the Foundation that the bank is unable to continue this partnership. Ms. Houghton noted that Director Rick Velasco, on the CoastHills Board of Directors, secured a partnership with CoastHills to continue this service to Hancock students.

**40<sup>th</sup> Gala Celebration Committee – Rebecca Alarcio, Co-Chair**

Ms. Alarcio reported that the planning for the event is moving forward very well, and referred directors to the Gala celebration flyer that included information about the October 21 event and sponsorships available. The evening festivities include a VIP Reception, a special salute to Agnes Grogan (the Foundation’s first Executive Director), dinner prepared by Field to Table Catering & Events, and performances by the AHC Jazz Band and professional dancers. The website is up and running at [www.hancockcollege.edu/foundation40](http://www.hancockcollege.edu/foundation40). Invitations are ready to mail (Ms. Alarcio encouraged directors to take printed invites with them to share), and sponsor recruitment is underway. She also announced that Diane Adam would serve at the emcee for the event. The Gala will also launch the official fundraising effort for the *Hancock Promise*, which will provide the first year free at AHC to eligible graduating high school seniors.

**Community Ambassador’s Committee – Michael Carroll, Co-Chair**

Mr. Carroll announced that the 2017-2018 Community Ambassadors are confirmed for the launch of the new program in August. There are 27 community leaders representing the service district for Allan Hancock College. All directors are invited to attend the first gathering of the group on Thursday, August 17, 2017. Staff will email the meeting dates and topic schedule to all directors.

**President’s Circle Committee – Trustee Jeff Hall, Member**

Trustee Hall reported that the Summer Social at Clos Pepe Estate Vineyard on June 28, 2017 was a great event and well attended. He thanked the Hancock Student Ambassadors for their help at the event. An updated list of President’s Circle members was reviewed with 49 new members since July 1, 2016. The committee has set a new goal to reach 100 total members by December 31, 2017, with current membership at 95 and 5 pending. The next event for President’s Circle may be a presentation by a representative from the Space X Program in early November.

**Scholarship Committee – Bob Manning, Chair**

Director Manning reported on the success of the *Scholarship Awards Reception* held May 25, 2017. There were 393 student award winners by 210 community donors with more than \$505,000 awarded. Directors Manning and Schrage both applauded the work of the campus Scholarship

Working Team Committee! There were two additional award receptions for the fire technology scholarship award winners and donors and for the PCPA award winners and donors. New this year is an online survey seeking input from volunteers, student award winners, and donors, with a tentative release in mid-August. New scholarship brochures for students and donors will be designed/printed this fall. The calendar for the 2017-2018 scholarship program has been set with members of this committee actively participating in the selection process this year.

## **12. Oral Reports**

Members of the Board of Directors: No report

College Superintendent/President: Dr. Walthers reported...

--on the recent Police Chief resignation and shared an interim Police Chief will begin in early August.

--a tentative agreement was reached with C.S.E.A. Chapter No. 251.

--that the much anticipated Fine Arts Complex is moving forward with its inclusion in the 2017-2018 state budget.

--that the launch of the Foundation's Community Ambassador's Program is very important and exciting!

--that the Santa Ynez Valley High School will serve as the new center for AHC with an Open House set for Wednesday, September 6, 2017.

--that the Hancock Promise will be announced and launched at the college's *All Staff Day* on Friday, August 18.

College Trustee: Trustee Hall reported that...

--negotiations continue with the Part-Time Faculty Association.

--he attended, with others from the Foundation, the Lompoc Valley Chamber of Commerce Dinner. He mentioned that Director Michael Carroll was installed as the new President.

--he attended the Econ Alliance summit.

--the recent retreat for college trustees was very successful and much accomplished.

Foundation Director/PCPA Liaison: Director Frost (on behalf of Director Bray) reported...

--that the PCPA Summer 2017 season was underway, and shared a brochure with plays listed for the season.

Faculty Representative: Ms. Metaxas...

--announced that the Scholarship Awards Reception was very nice and enjoyed the new format.

--thanked Director Schrage and Director Manning for recognizing the hard work of the campus Scholarship Working Team Committee.

--announced that the summer session is ending, and the campus is ramping up for the fall semester with lots of new faculty hires.

Student Representative: Ms. Cruz-Reyes...

--announced that she's the new Associated Student Body Government President and is looking forward to her appointment as the student representative on the Foundation board.

--reported that ASBG will be involved with upcoming events as students prepare to start fall classes in mid-August, such as Hancock Hello on August 15 and training for ASBG members in mid-August.



Executive Director, College Advancement: Ms. Houghton...

--thanked the board for all of their hard work and commitment as a director.

--invited the board to the Santa Ynez Valley Center Open House on September 6.

--reminded the board of the upcoming *16<sup>th</sup> Annual Joe White Memorial Dinner and Auction* Saturday, August 26, 2017.

**16. Next Board Meeting**

The next meeting of the Allan Hancock College Board of Directors is the board retreat and quarterly meeting Thursday, November 8, 2017 with the retreat tentatively starting at 8:30 a.m. at the Lompoc Valley Center.

**17. Adjournment**

Vice President Lotwala called for a motion to adjourn the annual organizational meeting. The meeting adjourned at 5:50 p.m.

Motion: On a motion by Director Campo, seconded by Director Ostini, the board approved to adjourn the quarterly board meeting at 5:50 p.m. Ayes: R. Alarcio, F. Campo, M. Carroll, E. Cora, L.-V. Cox, J. Fields, J. Frost, Trustee J. Hall, P. Hesse, M. Juarez, R. Klug, D. Lahr, B. Lotwala, B. Manning, M. Nanning, S. Orozco, K. Ostini, G. Owen, G. Walker, K. Walthers / Noes: None / Concur: J Cruz-Reyes / Abstentions: None

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Susan Houghton Executive Director, College Advancement</b>	<b>November 8, 2017</b>
<b>Subject: Committee Charters and Projects 2018</b>	

**BACKGROUND**

A discussion on the Foundation *Committee Charters and Projects for 2018*. A copy of the *2017 Committee Charters and Projects* follows on the next two pages. With the closure of the anniversary year and celebration for the Foundation, the 40<sup>th</sup> Committee will sunset. Staff suggests the creation of a new committee to support the community promotion of the Hancock Promise.

**FISCAL IMPACT**

None

**RECOMMENDATION**

Once reviewed and updated, staff recommends approval of the *AHCF/Committee Charters & Projects for 2018*.

## AHC FOUNDATION - 2017 COMMITTEES

### Executive Committee

Staff liaison: Susan/Toni

Members:

Valerie Moya Boice <i>Pres/Chair</i>	Guy Walker	Robert Manning
Bob Lotwala	Jeffery Hall	Lee-Volker Cox
Georgia Schrager	Kevin Walthers	

### Suggested Projects

- Set goals/objectives for Foundation on an annual basis – ensuring organizational priorities match the College’s strategic plan.
- Oversee process improvements/organizational functions for Foundation staff (*employee handbook, background checks, etc.*)
- Provide leadership for direct donor engagement/cultivation and stewardship
- Support ‘One AHC’ model in the community

### Governance/Nominations

Staff liaison: Toni

Members:

Mario Juarez <i>Chair</i>	Bob Lotwala
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### Suggested Projects

- Refine nomination process (*application/procedures/frequency*) for new board members
- Create and implement new board member orientation packet
- Mentor new board members in first year
- Review Foundation bylaws; recommend changes/updates to executive board
- Propose bi-annual slate of officers and create succession plan

### President’s Circle

Staff liaison: Nancy Gastelum

Members:

Maggi Daane <i>Co-Chair</i>	Peggy Hesse <i>Co-Chair</i>
George Johnson	Trustee Jeffery Hall
Roger Welt	

### Suggested Projects

- Increase President’s Circle membership to 90 members by June 2017
- Hold two PR cultivation/stewardship events
- Review current PC brochure/materials and recommend changes
- Contact each new PC member individually (write thank you letters) as added stewardship

## AHC FOUNDATION - 2017 COMMITTEES

### Scholarship

Staff liaison: Toni

Members:

Robert Manning *Chair*

Linda Metaxas

Sam Orozco

Ken Ostini

Georgia Schragar

#### Suggested Projects

- Review current Foundation involvement in Scholarship selection process and recommend path forward. Assist in selection process and waiver decisions
- Review overall Scholarship operations/banquet and recommend process improvements
- Investigate/assist in development of AHC Promise program

### Ambassadors/Alumni

Staff liaison: Natalie

Members:

Frank Campo

Jim Fields *Chair*

Michael Carroll

Ed Cora

Valerie Moya Boice

#### Suggested Projects

- Create and implement new Ambassador program beginning Fall 2017
- Identify candidates/promote program in community/create collateral
- Identify opportunities for alumni engagement
- Identify opportunities for foundation board to engage with campus faculty/staff/students and volunteer at events

### Finance

Staff liaison: Marlyn/Keli

Members:

Michael Black

Glenn Owen

Lee-Volker Cox

Rick Velasco

Tom Lopez

Guy Walker *Treasurer/Chair*

#### Suggested Projects:

- Review Investment Funds/performance for Foundation and recommend path forward
- Refine quarterly financial reporting process and presentation to board
- Identify Planned Giving procedures and path forward
- Review all Endowments/restricted funds for donor/fund agreements and guidelines for use

**40<sup>th</sup> Anniversary (Sunsets December 2017)**

Staff liaison: Susan

Members:

Rebecca Alarcio *Co-Chair*

Robert Klug

Jim Bray *Co-Chair*

Doris Lahr

Maggi Daane

Mary Nanning

Judy Frost

Year-long committee to plan and execute 40<sup>th</sup> anniversary celebration. Events tbd by committee.

**Note:**

- Finance/Executive remain 'standing committees' and subject to Brown Act
- All other committees created by executive board
- Committees meet quarterly (*or as needed*) and provide reports to Executive Committee and full board of directors

***New for 2018***

***Hancock Promise Fund Committee***

*Staff liaison: Susan*

*Members:*

*Chair: Guy Walker*

*To be determined*

*Support the \$10 million endowment.*

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Mario Juarez, Chair Governance and Nominations Committee</b>	<b>November 8, 2017</b>
<b>Subject: Quarterly Report</b>	

**BACKGROUND**

In carrying out its primary responsibility on behalf of the board of director, the Governance and Nominations Committee presents the following report:

7.A.1. Review and approval of new director nominations: Timothy Harrington (bio follows on next page)

7.A.2. Accept the resignation of Foundation board member: Brenda Farias Estrada.

**FISCAL IMPACT**

None

**RECOMMENDATION**

The Governance and Nominations Committee and the Executive Committee recommend approval of the nomination of Timothy Harrington for an initial one-year term as a Foundation board member.

# Timothy J. Harrington, MBA

TerraLink Consulting

## Professional

### **Terralink Consulting (partner)**

September 1999 - Present (17 years 7 months)

A provider of management consulting services to businesses that range in size from 1 to 500 employees in Santa Barbara County since 1999

### **Business Advisor at Small Business Development Center Ventura & Santa Barbara Counties**

January 2011 - December 2016 (6 years)

California SBDC, Los Angeles Regional Network

### **Interim, President/CEO at Lompoc Valley Chamber of Commerce**

January 2011 - June 2011 (6 months)

### **Counselor, Ventura-Santa Barbara Small Business Development Center Program 1999 - 2009 (10 years)**

Small Business Development Center Program, Consultant

Santa Barbara-Ventura Counties

Ventura Community College

### **Market Segment Business Manager at Raytheon**

January 1998 - December 1998 (1 year)

Market Segment Business Manager, Tactical Weapons Systems (Product-Line) Hughes Aircraft Company was acquired by Raytheon Systems in 1997.

### **Business Management at Hughes Aircraft Company**

1981 - December 1997 (16 years)

Operations Manager, Advanced Development Department Annual operating budget of \$2M

Promoted to Business manager on major space based contracts that ranged from \$3M to \$15M multi-year

Promoted to Market Segment Business Manager in Tactical Weapons Systems with annual sales upward of \$40M with a staff of 5 business managers.

## Organizations

### **Foodbank of Santa Barbara County**

Board of Trustees Member

January 2017 to Present

## **Organizations-continued**

### **Board Member & Interim Executive Director (January 2017) at LUSD Community Education Foundation**

October 2013 - Present

A non-profit dedicated to fundraising activities as they relate to the Lompoc Unified School District

### **Board Member at Lompoc Valley Chamber of Commerce**

July 2011 - Present (5 years 9 months)

Board Chair January 2015-July 2015

### **Board Member at Lompoc Valley Chamber of Commerce**

November 2008 - January 2011 (2 years 3 months)

### **Board Member at Santa Barbara County Workforce Investment Board (WIB)**

July 2007 - June 2015 (8 years)

### **Economic Development Committee, City of Lompoc**

Member of Board, Member of Executive Committee

April 2014 to August 2015

### **Workforce Investment Board of Santa Barbara County**

Youth Council Member

October 2013 to June 2015

### **Workforce Investment Board of Santa Barbara County (WIB)**

Performance Improvement Committee Member

May 2013 to October 2013

### **Economic Vitality Team of Santa Barbara County**

Board Member

March 2015 to Present

### **Lompoc Valley Family YMCA**

Finance Committee Member

January 2015 to Present

### **Cabrillo High School, Lompoc Unified School District**

School Site Council (Parent Representative)

September 2013 to May 2015

Lompoc Unified School District Past Positions:

- School Site Council, Los Berros Elementary School
- District Representative, Los Berros Elementary School
- Board Member, Measure "N" Bond Oversight Committee



## **Education**

Golden Gate University San Francisco CA  
MBA, Management, 1984 - 1987

California Polytechnic State University-San Luis Obispo  
B.A., Major in History, Minor in Social Sciences, 1975 - 1978

Cabrillo College, Aptos CA  
AA, 1973 - 1975

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Guy Walker Chair, Finance Committee</b>	<b>November 8, 2017</b>
<b>Subject: Review and Approval of Financial Statements</b>	

**BACKGROUND**

1. A review of the Allan Hancock College Foundation financial statements.

--Contributions Report	
Fiscal year 2016-2017	<b>page 16</b>
Fiscal year 2017-2018 / period ending July 31, 2017	<b>page 17</b>
--Statement of Operations	
Fiscal year 2016-2017	<b>page 18</b>
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--Balance Sheet	
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--Summary of Portfolio Allocation	
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**FISCAL IMPACT**

None

**RECOMMENDATION**

The financial statements were approved by the Finance and Executive Committees. Staff recommends approval of the financial statements as submitted.

**Allan Hancock College Foundation  
Contributions  
July 1, 2016 through June 30, 2017**

Account	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
General Operations	\$ 50	\$ 4,850	\$ 417	\$ 117	\$ 559	\$ 1,950	\$ 10,545	\$ 1,000	\$ 821	\$ 1,218	\$ 290	\$ 386	\$ 22,203
40th Gala Celebration												\$ 15,388	\$ 15,388
Endowments - Unrestricted	\$ 245,000												\$ 245,000
President's Circle	\$ 4,908	\$ 4,925	\$ 4,408	\$ 8,325	\$ 5,649	\$ 7,018	\$ 8,243	\$ 4,952	\$ 3,982	\$ 5,942	\$ 8,469	\$ 5,133	\$ 71,955
Restricted	\$ 65,275	\$ 4,750	\$ 2,705	\$ 2,585	\$ 74,764	\$ 3,233	\$ 8,897	\$ 27,044	\$ 2,364	\$ 19,331	\$ 32,810	\$ 1,482	\$ 245,240
Scholarships	\$ 22,713	\$ 1,199	\$ 37,109	\$ 52,081	\$ 26,226	\$ 26,403	\$ 71,016	\$ 46,074	\$ 36,945	\$ 85,283	\$ 25,272	\$ 9,590	\$ 439,911
Endowments	\$ 5,330	\$ 225	\$ 4,787	\$ 16,275	\$ 28,050	\$ 27,500	\$ 8,970	\$ 320	\$ 2,820	\$ 1,245	\$ 19,618	\$ 12,320	\$ 127,460
<b>MONTHLY TOTALS</b>	<b>\$ 343,276</b>	<b>\$ 15,948</b>	<b>\$ 49,426</b>	<b>\$ 79,383</b>	<b>\$ 135,248</b>	<b>\$ 66,104</b>	<b>\$ 107,671</b>	<b>\$ 79,390</b>	<b>\$ 46,932</b>	<b>\$ 113,019</b>	<b>\$ 86,459</b>	<b>\$ 44,299</b>	<b>\$ 1,167,156</b>
<b>CURRENT YTD TOTALS</b>	<b>\$ 343,276</b>	<b>\$ 359,224</b>	<b>\$ 408,650</b>	<b>\$ 488,033</b>	<b>\$ 623,281</b>	<b>\$ 689,385</b>	<b>\$ 797,056</b>	<b>\$ 876,447</b>	<b>\$ 923,379</b>	<b>\$ 1,036,398</b>	<b>\$ 1,122,857</b>	<b>\$ 1,167,156</b>	<b>\$ 1,167,156</b>

**PRIOR YEARS CONTRIBUTIONS**

July 15 - June 16	1,766,065
July 14 - June 15	1,354,736
July 12 - June 13	11,662,226
July 11 - June 12	774,867
July 10 - June 11	907,673
July 09 - June 10	941,725
July 08 - June 09	1,053,236
July 07 - June 08	1,070,668
July 06 - June 07	1,098,427
July 05 - June 06	1,125,361
July 04 - June 05	951,050
July 03 - June 04	938,647

**NOTES:**

- a) Report does not include investment portfolio activity.  
b) Report does not include outstanding pledges.

**Allan Hancock College Foundation  
Contributions  
July 1, 2016 through June 30, 2017**

Account	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
General Operations	\$ 50	\$ 4,850	\$ 417	\$ 117	\$ 559	\$ 1,950	\$ 10,545	\$ 1,000	\$ 821	\$ 1,218	\$ 290	\$ 386	\$ 22,203
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Restricted	\$ 65,275	\$ 4,750	\$ 2,705	\$ 2,585	\$ 74,764	\$ 3,233	\$ 8,897	\$ 27,044	\$ 2,364	\$ 19,331	\$ 32,810	\$ 1,482	\$ 245,240
Scholarships	\$ 22,713	\$ 1,199	\$ 37,109	\$ 52,081	\$ 26,226	\$ 26,403	\$ 71,016	\$ 46,074	\$ 36,945	\$ 85,283	\$ 25,272	\$ 9,590	\$ 439,911
Endowments	\$ 5,330	\$ 225	\$ 4,787	\$ 16,275	\$ 28,050	\$ 27,500	\$ 8,970	\$ 320	\$ 2,820	\$ 1,245	\$ 19,618	\$ 12,320	\$ 127,460
<b>MONTHLY TOTALS</b>	<b>\$ 343,276</b>	<b>\$ 15,948</b>	<b>\$ 49,426</b>	<b>\$ 79,383</b>	<b>\$ 135,248</b>	<b>\$ 66,104</b>	<b>\$ 107,671</b>	<b>\$ 79,390</b>	<b>\$ 46,932</b>	<b>\$ 113,019</b>	<b>\$ 86,459</b>	<b>\$ 44,299</b>	<b>\$ 1,167,156</b>
<b>CURRENT YTD TOTALS</b>	<b>\$ 343,276</b>	<b>\$ 359,224</b>	<b>\$ 408,650</b>	<b>\$ 488,033</b>	<b>\$ 623,281</b>	<b>\$ 689,385</b>	<b>\$ 797,056</b>	<b>\$ 876,447</b>	<b>\$ 923,379</b>	<b>\$ 1,036,398</b>	<b>\$ 1,122,857</b>	<b>\$ 1,167,156</b>	<b>\$ 1,167,156</b>

**PRIOR YEARS CONTRIBUTIONS**

July 15 - June 16	1,766,065
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July 05 - June 06	1,125,361
July 04 - June 05	951,050
July 03 - June 04	938,647

**NOTES:**

- a) Report does not include investment portfolio activity.  
b) Report does not include outstanding pledges.

ALLAN HANCOCK COLLEGE FOUNDATION  
STATEMENT OF OPERATIONS BY SUBFUND  
FOR THE PERIOD ENDING 06/30/2017

	Cash Admin	Rounded to the Nearest Dollar		Scholar-	Endowment	Endowment	Total
		General	Restricted	ships	Principal	Rev/Exp	
		Operations					
<b>REVENUE:</b>							
Contributions	0	29,486	319,641	439,913	372,460	0	1,161,499
Contributions non-cash	0	0	0	0	0	0	0
District Grant Contributions	0	54,055	0	0	0	0	54,055
Interest and dividends	0	20,548	1	0	0	513,179	533,728
Gain/Loss on sale of investments	0	-148	0	0	0	299,968	299,819
Change in asset portfolio	0	45,012	0	0	0	1,720,539	1,765,552
Other Local Revenues	0	217	5,441	0	0	0	5,657
Total revenue	0	149,170	325,083	439,913	372,460	2,533,686	3,820,311
<b>EXPENDITURES:</b>							
Scholarships	0	0	4,232	526,852	0	0	531,084
Student Assistance	0	0	16,855	0	0	0	16,855
District/College Support	0	936	224,336	0	88,075	0	313,347
PCPA Support	0	0	80,000	74,660	0	0	154,660
Salaries	0	212,490	413	0	0	0	212,903
Employee benefits	0	25,738	103	0	0	0	25,842
Supplies and materials	0	35,397	90,540	0	0	0	125,936
Contracted personal services	0	10,057	4,580	0	0	0	14,637
Travel and conference	0	16,355	4,290	0	0	0	20,645
Memberships and permits	0	3,874	398	0	0	0	4,272
Technology Services	0	0	0	0	0	0	0
Telephone	0	765	5	0	0	0	770
Contracts and leases	0	24,217	19,174	0	0	0	43,391
Postage and advertising	0	17,112	23,455	0	0	0	40,567
Bank/brokerage charges	0	12,660	35	0	0	156,332	169,027
Miscellaneous expense	0	0	13,046	0	0	0	13,046
Building and equipment	0	6,039	205	0	0	0	6,244
Credit Card Disc. Fees	0	1	0	0	0	0	1
Total expenditures	0	365,642	481,667	601,512	88,075	156,332	1,693,227
Net income(loss)	0	-216,472	-156,584	-161,599	284,385	2,377,354	2,127,084
<b>OTHER FINANCING SOURCES/OUTGO:</b>							
Transfers in	0	206,206	195,185	208,692	105,737	243,946	959,767
Transfers out	0	80,855	71,883	1,100	111,000	694,929	959,767
Net transfers	0	125,352	123,303	207,592	-5,263	-450,983	0
Net inc/dec in fund bal	0	-91,120	-33,281	45,993	279,122	1,926,371	2,127,084
<b>FUND BALANCE:</b>							
Fund equity, July 1	0	289,766	1,627,011	658,523	18,582,136	996,709	22,154,144
Current balance	0	198,645	1,593,730	704,516	18,861,258	2,923,080	24,281,228

ALLAN HANCOCK COLLEGE FOUNDATION  
STATEMENT OF OPERATIONS BY SUBFUND  
FOR THE PERIOD ENDING 07/31/2017

	Cash Admin	Rounded to the Nearest General Operations	Dollar Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
<b>REVENUE:</b>							
Contributions	0	540	15,468	21,093	220	0	37,321
Contributions non-cash	0	0	0	0	0	0	0
District Grant Contributions	0	4,734	0	0	0	0	4,734
Interest and dividends	0	2,112	0	0	0	21,338	23,450
Gain/Loss on sale of investments	0	272	0	0	0	81,942	82,214
Change in asset portfolio	0	6,054	0	0	0	324,545	330,598
Other Local Revenues	0	250	450	0	0	0	700
Total revenue	0	13,961	15,918	21,093	220	427,824	479,017
<b>EXPENDITURES:</b>							
Scholarships	0	0	0	21,500	0	0	21,500
Student Assistance	0	0	0	0	0	0	0
District/College Support	0	0	500	0	0	0	500
PCPA Support	0	0	0	18,662	0	0	18,662
Salaries	0	19,023	0	0	0	0	19,023
Employee benefits	0	2,186	0	0	0	0	2,186
Supplies and materials	0	1,714	14	0	0	0	1,727
Contracted personal services	0	0	0	0	0	0	0
Travel and conference	0	7,309	10,575	0	0	0	17,884
Memberships and permits	0	0	0	0	0	0	0
Technology Services	0	0	0	0	0	0	0
Telephone	0	53	0	0	0	0	53
Contracts and leases	0	161	2,000	0	0	0	2,161
Postage and advertising	0	0	0	0	0	0	0
Bank/brokerage charges	0	3,193	11	0	0	26,248	29,452
Miscellaneous expense	0	0	0	0	0	0	0
Building and equipment	0	0	0	0	0	0	0
Credit Card Disc. Fees	0	0	0	0	0	0	0
Total expenditures	0	33,640	13,099	40,162	0	26,248	113,150
Net income(loss)	0	-19,679	2,819	-19,069	220	401,576	365,867
<b>OTHER FINANCING SOURCES/OUTGO:</b>							
Transfers in	0	7,205	4,074	0	0	1	11,279
Transfers out	0	4,074	0	0	0	7,205	11,279
Net transfers	0	3,131	4,074	0	0	-7,205	0
Net inc/dec in fund bal	0	-16,548	6,893	-19,069	220	394,371	365,867
<b>FUND BALANCE:</b>							
Fund equity, July 1	0	198,645	1,593,730	704,516	18,861,258	2,923,080	24,281,228
Current balance	0	182,098	1,600,623	685,446	18,861,478	3,317,451	24,647,095

ALLAN HANCOCK COLLEGE FOUNDATION  
BALANCE SHEET BY SUBFUND  
FOR PERIOD ENDED 06/30/2017

	Cash Admin	Rounded to the Nearest Dollar General Operations	Restricted	Scholarships	Endowment Principal	Endowment Rev/Exp	Total
<b>ASSETS</b>							
Cash, Prepaid, & Securities							
Claim on Cash	-8,501.755	209,072	1,668,048	704,516	2,997,040	2,923,080	0
Claim on Cash-Treasury	0	0	0	0	0	0	0
Checking	705,909	0	0	0	0	0	705,909
Credit Card	9,375	0	0	0	0	0	9,375
Cash on hand	100	0	0	0	0	0	100
Prepaid Expense	0	1,600	0	0	0	0	1,600
Investment cash	181,822	0	0	0	437,583	0	619,404
Investment securities	6,630,569	0	0	0	14,237,681	0	20,868,250
FMV increase/decrease	973,981	0	0	0	1,263,877	0	2,237,858
<b>Tl Cash Prep'd &amp; Securities</b>	<b>0</b>	<b>210,672</b>	<b>1,668,048</b>	<b>704,516</b>	<b>18,936,180</b>	<b>2,923,080</b>	<b>24,442,496</b>
Receivables							
Accounts receivable	0	0	905	0	0	0	905
Due from other funds	0	9,510	9,300	0	0	0	18,810
Accrued interest receivable	0	0	0	0	13,153	0	13,153
Payroll taxes receivable	0	0	0	0	0	0	0
Total receivables	0	9,510	10,205	0	13,153	0	32,867
<b>Total assets</b>	<b>0</b>	<b>220,182</b>	<b>1,678,253</b>	<b>704,516</b>	<b>18,949,333</b>	<b>2,923,080</b>	<b>24,475,363</b>
<b>LIABILITIES</b>							
Accounts payable	0	5,826	11,252	0	0	0	17,078
Payroll taxes payable	0	0	0	0	0	0	0
Due other funds	0	15,710	73,271	0	88,075	0	177,056
Total liabilities	0	21,537	84,523	0	88,075	0	194,135
<b>FUND BALANCE</b>							
Fund equity FYB	0	289,766	1,627,011	658,523	18,582,136	996,709	22,154,144
Current income/loss	0	-91,120	-33,281	45,993	279,122	1,926,371	2,127,084
Total fund balance	0	198,645	1,593,730	704,516	18,861,258	2,923,080	24,281,228
<b>Total liab &amp; fund balance</b>	<b>0</b>	<b>220,182</b>	<b>1,678,253</b>	<b>704,516</b>	<b>18,949,333</b>	<b>2,923,080</b>	<b>24,475,363</b>

ALLAN HANCOCK COLLEGE FOUNDATION  
BALANCE SHEET BY SUBFUND  
FOR PERIOD ENDED 07/31/2017

	Cash Admin	Rounded to the Nearest Dollar General Operations	Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
<b>ASSETS</b>							
Cash, Prepaid, & Securities							
Claim on Cash	-8,576,601	201,366	1,640,354	706,946	2,710,484	3,317,451	0
Claim on Cash-Treasury	0	0	0	0	0	0	0
Checking	669,057	0	0	0	0	0	669,057
Credit Card	1,013	0	0	0	0	0	1,013
Cash on hand	100	0	0	0	0	0	100
Prepaid Expense	0	0	0	0	0	0	0
Investment cash	140,574	0	0	0	288,864	0	429,438
Investment securities	6,689,106	0	0	0	14,457,827	0	21,146,933
FMV increase/decrease	1,076,751	0	0	0	1,492,116	0	2,568,868
T1 Cash Prepd & Securities	0	201,366	1,640,354	706,946	18,949,291	3,317,451	24,815,408
Receivables							
Accounts receivable	0	0	905	0	0	0	905
Due from other funds	0	4,734	0	0	0	0	4,734
Accrued interest receivable	0	0	0	0	261	0	261
Payroll taxes receivable	0	0	0	0	0	0	0
Total receivables	0	4,734	905	0	261	0	5,900
Total assets	0	206,100	1,641,259	706,946	18,949,553	3,317,451	24,821,308
<b>LIABILITIES</b>							
Accounts payable	0	8,919	14,422	0	0	0	23,341
Payroll taxes payable	0	0	0	0	0	0	0
Sales tax payable	0	0	0	0	0	0	0
Due other funds	0	15,083	26,214	21,500	88,075	0	150,872
Total liabilities	0	24,002	40,636	21,500	88,075	0	174,213
<b>FUND BALANCE</b>							
Fund equity FYB	0	198,645	1,593,730	704,516	18,861,258	2,923,080	24,281,228
Current income/loss	0	-16,548	6,893	-19,069	220	394,371	365,867
Total fund balance	0	182,098	1,600,623	685,446	18,861,478	3,317,451	24,647,095
Total liab & fund balance	0	206,100	1,641,259	706,946	18,949,553	3,317,451	24,821,308



**ALLAN HANCOCK COLLEGE FOUNDATION**

Summary of Portfolio Allocation

July 1, 2017 - July 31, 2017

**GENERAL OPERATIONS,  
RESTRICTED and SCHOLARSHIPS**

	7/1/2017	7/31/2017
Morgan Stanley Active Assets, .050%	\$ 633,799	\$ 493,822
Morgan Stanley, Consulting Group Advisor	\$ 712,036	\$ 719,650
Rabobank - Checking	\$ 132,871	\$ 175,113
Rabobank - Credit Card	\$ 9,375	\$ 1,013
Cash on Hand	\$ 100	\$ 100
<b>Sub-Total</b>	<b>\$ 1,488,181</b>	<b>\$ 1,389,698</b>

<b>ENDOWMENTS</b>	<b>Investment Basis</b>	<b>Beginning Market Value 07/01/17</b>	<b>Ending Market Value 7/31/2017</b>	<b>Total Market Value Change YTD</b>
Morgan Stanley	\$ 2,984,748	\$ 5,529,623	\$ 5,618,123	\$ 88,500
LPL Financial	\$ 854,408	\$ 1,544,711	\$ 1,568,657	\$ 23,946
Osher-Bartleson Fund Endowment	\$ 100,000	\$ 121,312	\$ 121,564	\$ 252
Northern Trust (Young Quasi Endowment)	\$ 1,314,311	\$ 1,485,088	\$ 1,518,995	\$ 33,907
LPL Financial	\$ 13,000	\$ 60,835	\$ 62,225	\$ 1,390
<b>Sub-Total</b>	<b>\$ 5,266,468</b>	<b>\$ 8,741,570</b>	<b>\$ 8,889,565</b>	<b>\$ 147,995</b>

**PATRICIA J. BOYD FUND**

Rabobank Wealth Management	\$ 4,000,000	\$ 4,510,000	\$ 4,574,633	\$ 64,634
Northern Trust	\$ 6,000,000	\$ 7,022,170	\$ 7,182,497	\$ 160,327
Morgan Stanley	\$ 2,115,777	\$ 2,739,579	\$ 2,779,015	\$ 39,437
<b>Sub-Total</b>	<b>\$ 12,115,777</b>	<b>\$ 14,271,748</b>	<b>\$ 14,536,145</b>	<b>\$ 264,397</b>

**\$ 24,501,499**

<b>Total General Opr, Restricted, Scholarships &amp; Endowments</b>	<b>\$ 24,815,408</b>
<b>Accounts Receivable</b>	<b>\$ 6,900</b>
<b>Total Assets</b>	<b>\$ 24,822,308</b>
<b>Total Liabilities - Accounts Payable</b>	<b>\$ (174,213.00)</b>
<b>Net Assets</b>	<b>\$ 24,648,095</b>

**Allan Hancock College Foundation  
Operating Budget  
July 1, 2016 - June 30, 2017**

	2016-17 Approved Budget	2016-17 Rev/Exp thru 6/30/17	2016-17 Remaining Budget
<b>REVENUE</b>			
General Operations - Unrestricted Contributions	23,000	21,986	1,014
General Operations - Interest	26,000	20,399	5,601
Administration Fee - 1.5%	78,200	82,584	(4,384)
President's Circle Campaign	12,000	10,500	1,500
Consulting Group Advisor - Unrealized Gain/Loss	38,000	45,011	(7,011)
Marian Hancock Trust	24,750	24,750	-
F. Young Endowment Proceeds	75,000	75,000	-
District Title 5 Support - Advancement Specialist	57,740	54,055	3,685
Other Local Income	67	217	(150)
Foundation 40th Celebration		15,388	(15,388)
Unrestricted Endowment Proceeds	2,980	5,485	(2,505)
<b>TOTAL GENERAL OPERATIONS REVENUE</b>	<b>337,737</b>	<b>355,376</b>	<b>(17,639)</b>
<b>EXPENSES</b>			
Executive Director	48,568		48,568
Staff Salaries	199,438	213,427	(13,989)
Employee Benefits & Payroll Taxes	41,799	25,738	16,061
Public Relations	8,000	8,506	(506)
Foundation Community Events		7,840	(7,840)
Operational Supplies	5,900	7,448	(1,548)
Printing	8,000	6,874	1,126
Food Supplies	5,000	9,746	(4,746)
Consultants, Service Contracts	8,127	8,626	(499)
Conferences	4,400	7,677	(3,277)
Business Travel Expense	1,500	838	662
Dues and Memberships	2,500	3,684	(1,184)
Licenses, Permits, Filing Fees	225	190	35
Telephone	700	765	(65)
Facility/Events (Fall, Spr & Summer Gathering)	8,557	6,572	1,985
Agreements (Scholarship Program)	8,925	8,925	-
Equipment Leases & Agreements	530	1,312	(782)
Postage and Courier Services	2,500	1,588	912
Advertising	9,584	9,929	(345)
Bank Service Charges	1,150	1,148	2
Brokerage Fees	11,850	11,512	338
Equipment & Computer Software	950	6,039	(5,089)
Foundation 40th Celebration		17,257	(17,257)
Title III Scholarship & Program Funding	13,355	12,087	1,268
Scholarship Funding	8,200	8,200	-
Annual Scholarship Banquet	4,500	4,500	-
Transfer Out - President's One-Time Funding		48,568	(48,568)
Transfer out - 40th Celebration	7,500	7,500	-
<b>TOTAL GENERAL OPERATING EXPENSES</b>	<b>411,758</b>	<b>446,496</b>	<b>(34,738)</b>
<b>Net Revenue/Expenses</b>	<b>(74,021)</b>	<b>(91,120)</b>	
<b>Beginning Fund Balance, July 1, 2016</b>	<b>289,766</b>	<b>289,766</b>	
<b>CURRENT FUND BALANCE</b>	<b>215,745</b>	<b>198,645</b>	<b>-</b>

**Allan Hancock College Foundation  
Operating Budget  
July 1, 2017 - June 30, 2018**

	2017-18 Approved Budget	2017-18 Rev/Exp 7/31/2017	2017-18 Remaining Budget
<b>REVENUE</b>			
General Operations - Unrestricted Contributions	25,750	540	25,210
General Operations - Interest	23,760	2,384	21,376
Administration Fee - 1.5%	70,000	6,455	63,545
President's Circle Campaign	15,000		15,000
Consulting Group Advisor - Unrealized Gain/Loss	38,000	6,054	31,946
Marian Hancock Trust	24,750		24,750
F. Young Endowment Proceeds	140,000		140,000
Transfer In	30,000		
District Title 5 Support - Advancement Specialist	58,528	4,734	53,794
Other Local Income		250	(250)
Foundation 40th Celebration/Hancock Promise	260,000	750	259,250
Unrestricted Endowment Proceeds	3,000		3,000
<b>TOTAL GENERAL OPERATIONS REVENUE</b>	<b>688,788</b>	<b>21,167</b>	<b>637,621</b>
<b>EXPENSES</b>			
Executive Director	48,568		48,568
Staff Salaries	240,850	19,023	221,827
Employee Benefits & Payroll Taxes	44,251	2,186	42,065
Public Relations	10,000	97	9,903
Foundation Community Events	10,000	4,565	5,435
Operational Supplies	6,500		6,500
Printing	8,500	1,600	6,900
Food Supplies	5,500	17	5,483
Consultants, Service Contracts	4,500	161	4,339
Conferences	7,500	2,645	4,855
Business Travel Expense	1,500	99	1,401
Dues and Memberships	2,500		2,500
Licenses, Permits, Filing Fees	250		250
Telephone	700	53	647
Agreements (Scholarship Program)	9,000		9,000
Equipment Leases & Agreements	550		550
Postage and Courier Services	2,500		2,500
Advertising	5,000		5,000
Bank Service Charges	1,150	39	1,111
Brokerage Fees	11,850	3,154	8,696
Equipment & Computer Software	1,000		1,000
Foundation 40th Celebration/Hancock Promise	100,000		100,000
Title III Scholarship & Program Funding	13,500		13,500
Scholarship Funding			-
Annual Scholarship Banquet	4,500	4,074	426
Transfer Out - President's One-Time Funding			-
Transfer out - 40th Celebration			-
<b>TOTAL GENERAL OPERATING EXPENSES</b>	<b>540,169</b>	<b>37,713</b>	<b>502,456</b>
<b>Net Revenue/Expenses</b>	<b>148,619</b>	<b>(16,546)</b>	
<b>Beginning Fund Balance, July 1, 2017</b>	<b>289,766</b>	<b>198,645</b>	
<b>CURRENT FUND BALANCE</b>	<b>438,385</b>	<b>182,098</b>	<b>-</b>

<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Guy Walker Chair, Finance Committee</b>	<b>November 8, 2017</b>
<b>Subject: Discussion of Santa Barbara Foundation and the Hancock Promise</b>	

**BACKGROUND**

Guy Walker will share information on discussions with the Santa Barbara Foundation in relation to the Hancock Promise.

<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Jim Bray and Rebecca Alarcio, Co-Chairs 40<sup>th</sup> Anniversary Committee</b>	<b>November 8, 2017</b>
<b>Subject: Quarterly Report</b>	

**BACKGROUND**

An overview and report to the board about the success of the Foundation's 40<sup>th</sup> Anniversary Gala held on Saturday, October 21, 2017 at the ArtCraft Paint Hangar—Santa Maria Airport.

<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Jim Fields, Chair Community Ambassadors Committee</b>	<b>November 8, 2017</b>
<b>Subject: Quarterly Report</b>	

**BACKGROUND**

The new Community Ambassador Program launched on August 17<sup>th</sup> and the feedback has been great. There have been two sessions highlighting Academic Affairs, Student Services, and a general overview of AHC. The next session will be highlighting Community Education and the Industrial Technology program. Our Community Ambassadors will be educated on the difference between credit and noncredit classes, along with a tour of both the Community Ed building and Industrial Technology. There will be four more sessions throughout the program, including a visit to the Lompoc campus.

**Upcoming Session Dates**

- November 17, 2017                    9 a.m. – 12 p.m.
- January 26, 2018                    12 p.m. – 4 p.m.
- March 15, 2018                      12 p.m. – 4 p.m.
- May 18, 2018                         12 p.m. – 4 p.m.
- July 26, 2018                         4 p.m. – 6 p.m.

<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Maggi Daane and Peggy Hesse, Co-Chairs President's Circle Committee</b>	<b>November 8, 2017</b>
<b>Subject: Quarterly Report</b>	

**BACKGROUND**

**Allan Hancock College President's Circle Tailgate Party:** More than 50 members of the President's Circle attended a special tailgate party before the Bulldog's football game against San Bernardino on Saturday, September 30, 2017. The Santa Maria Breakfast Rotary Club provided a Santa Maria style barbecued lunch, including the club's famous margaritas! Spike also joined the party, posing for the camera with our President's Circle members.

**President's Circle Future Events:** Several President's Circle events are planned for the upcoming year, including an educational lecture in early 2018, a Spring Gathering, a special combined event with PCPA's Encore Circle on April 28, 2018, and a Fall Tailgate. Details on these fun-filled events will be available soon so stay tuned - you will not want to miss out on all the fun!

**President's Circle Membership:** Membership in the President's Circle continues to grow. Currently there are 94 members with a goal to reach 100 by the end of 2017. The committee will increase their outreach efforts over the next several months to ensure that community members have an opportunity to support the college through this giving program.

<b>To: Board of Directors</b>	<b>ACTION</b>
<b>From: Bob Manning, Chair Scholarship Committee</b>	<b>November 8, 2017</b>
<b>Subject: Quarterly Report</b>	

**BACKGROUND**

An overview of the Scholarship Awards Event survey (reception last May) and a discussion/recommendation on the scholarship event for May 2018.

**FISCAL IMPACT**

Last year the scholarship awards event cost was \$21,573.68. Sources of revenue included the Foundation, ASBG, and President's Circle.

**RECOMMENDATION**

Upon discussion and review by the board, the board may recommend approval for a 2018 scholarship event.



<b>To: Board of Directors</b>	<b>INFORMATION</b>
<b>From: Valerie Moya Boice Foundation Board President</b>	<b>November 8, 2017</b>
<b>Subject: Presentation – Gordon Rivera</b>	

**BACKGROUND**

Gordon Rivera, Supervisor for Campus Graphics, will provide an overview of the services provided, which include in-house design and printing operations serving all Allan Hancock college operations.