



**NOTICE OF
QUARTERLY MEETING**

**ALLAN HANCOCK COLLEGE FOUNDATION
BOARD OF DIRECTORS**

Thursday, April 26, 2018

4—6 p.m.

Agenda

Allan Hancock College
Lompoc Valley Center—Room 2-101
One Hancock Drive, Lompoc, CA 93436

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

Guy R. Walker
Vice President

Mary Nanning
Secretary

Glenn Owen
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
Tim Harrington
Margaret S. Hesse
George Johnson
Mario Juarez, Esq.
Robert B. Klug
Doris T. Lahr
Tom Lopez
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Mary K. Nanning
Sam Orozco, D.P.A.
Ken Ostini
Rick Rust
Georgia Schrage
Dan Stevens
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
Thursday, April 26, 2018
4:00 – 6:00 p.m.


Allan Hancock College Lompoc Valley Center, Room 2-101, One Hancock Drive, Lompoc, CA 93436

AGENDA

	Page	Time
1) Call to order		4:00 PM
2) Roll Call		4:01 PM
3) Public Comment		4:02 PM
<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 April 26, 2018 (ACTION)		4:05 PM
5) Approval of Minutes – January 23, 2018 Annual Retreat (ACTION)	1	4:06 PM
6) Approval of Minutes of the January 23, 2018 Quarterly Board Meeting (ACTION)	2-8	4:08 PM
7) Recognize the Outgoing Faculty and Student Representative (Information)	9	4:09 PM
7. A. Recognize and honor Linda Metaxas and Janet Cruz for their service and commitment to the AHC Foundation Board of Directors.		
8) Presentation (Information)	10	4:15 PM
8. A. A presentation by Professor John Hood, Chair of the Fine Arts Department, about the Fine Arts/CTE programs that will be housed in the new Fine Arts complex.		
9) Presentation (Information)	11	4:25 PM
9. A. A presentation by Yvon Frazier, Program Director/ECS Associate Professor, Orfalea Children’s Center Lab School, about the Lompoc Valley Center’s Children’s Grant.		
10) Conflict of Interest Statement (Information)	12-14	4:40 PM
10. A. Annually board members are required to complete a <i>Conflict of Interest</i> statement.		
11) Finance Committee		
11. A. Review of Financial Statements (ACTION)	15-20	4:45 PM
A review of Foundation financial statements for the period ending 2/28/2018.		

	Page	Time
12) Committee Reports		
12. A. Hancock Promise (Information)	21	4:50 PM
12. B. Community Ambassador (Information)	22	5:00 PM
A presentation on a recent survey completed by the current cohort.		
12. C. Governance & Nominations Report (Information)	23	5:10 PM
An update on the 2018-2019 slate of officers and board recruitment		
12. D. President's Circle (Information)	24	5:20 PM
An update on the May 9 Spring Gathering.		
12. E. Scholarship (Information)	25	5:30 PM
An update on the work of the scholarship selection committee and the annual scholarship awards banquet.		
13) Oral Reports		5:35 PM
13. A. Members of the Board of Directors		General Announcements
13. B. College Superintendent/President		Dr. Kevin G. Walthers
13. C. College Trustee		Mr. Jeffery Hall
13. D. PCPA Foundation Representative		Mr. Jim Bray
13. E. Faculty Representative		Ms. Linda Metaxas
13. F. Student Representative		Ms. Janet Cruz
13. G. Executive Director, College Advancement		Ms. Susan Houghton
--Bond Measure I -- 2017 Annual Report	26-33	
--MARS Week -- April 30 through May 4		
--Crowdfunding		
14) Next Meeting		5:59 PM
The next meeting of the board is Thursday, July 26, 2018, starting at 4 p.m.		
15) Adjournment (ACTION)		6:00 PM
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.



 Toni McCracken
 Advancement Officer

ALLAN HANCOCK COLLEGE FOUNDATION
ANNUAL OFF-SITE RETREAT OF THE BOARD OF DIRECTORS
Minutes of January 23, 2018

The annual off-site retreat meeting of the Allan Hancock College Foundation (AHCF) Board of Directors was held on Tuesday, January 23, 2018 starting at 8:30 a.m. at the Santa Maria Country Club, 505 West Waller Lane, Santa Maria, California.

1. Informal Gathering for Coffee and Breakfast

The AHCF Board of Directors and other invited guests checked in between 8:30 and 9:00 a.m. for the annual off-site retreat with the opportunity to visit with other directors and guests prior to the start of the meeting.

2. Call to Order

Foundation President, Valerie Moya Boice called the meeting to order at 9:00 a.m.

3. Roll Call

Directors Present: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, R. Rust, G. Schrage, G. Walker, R. Welt

Directors Absent: R. Alarcio, E. Cora, M. Juarez, D. Lahr, T. Lopez, B. Lotwala, S. Orozco, D. Stevens

College Representatives: S. Houghton, M. Black (unable to attend), K. Walthers

Faculty Representative: Linda Metaxas (unable to attend)

Student Representative: Janet Cruz Reyes

Guests Attending: Hector Alvarez, Vera Biely, Meggie Brummett, Carmen Camacho, Kim Ensing, J. Glines, Alexandra Mahoney, Madisyn Masatani, Andrew Masuda, Eric Melsheimer, Dominique Miller, Dorothy Mogavero, Paul Murphy, Nohemy Ornelas, Tammy Paster, Keith Pierce, Dee Ringstead, Jessica Sheaff, Yvonne Teniente-Cuello,

Foundation Staff: M. Cox, N. Gastelum, T. McCracken, N. Rucobo

Recorder: T. McCracken

4. Welcome and Introductions

Ms. Susan Houghton introduced Mr. Andy Goodman, a nationally recognized author, speaker, and consultant in the field of public interest communications. Best known for his speeches and workshops on storytelling, presenting and strategic communications, Mr. Goodman has been invited to speak at several prestigious universities, including the Graduate School of Business at Stanford University.

5. Telling Our Stories – Allan Hancock College

Mr. Goodman shared the importance of storytelling and how it relates to Allan Hancock College. (As an example, he shared his story.) He talked about the Hancock Promise program that will launch in the fall and how to tell the story to the community. Stories help us remember (the narrative) and influence how we act. Facts don't have the power to change someone's story. The goal is to introduce a story that will let your facts in. (The Story Factor by Annette Simmons) Your story should have a goal, barriers to that goal, overcoming those barriers, and then a resolution. Great stories to tell about Allan Hancock College include those about Hancock Promise (for students, parents, faculty and alumni). The story should generate questions and comments, and have take aways.

6. Adjournment

The speaking session by Mr. Goodman concluded at 10:30 a.m.

ALLAN HANCOCK COLLEGE FOUNDATION
QUARTERLY MEETING OF THE BOARD
Minutes of January 23, 2018

The quarterly meeting of the Allan Hancock College Foundation (AHCF) Board of Directors was held Tuesday, January 23, 2018 starting at 10:50 a.m. at the Santa Maria Country Club, 505 West Waller Lane, Santa Maria, California

1. Call to Order

Foundation President, Valerie Moya Boice, called the meeting to order at 10:50 a.m.

2. Roll Call

Directors Present: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, R. Rust, G. Schragger, G. Walker, R. Welt

Directors Absent: R. Alarcio, E. Cora, M. Juarez, D. Lahr, T. Lopez, B. Lotwala, S. Orozco, D. Stevens

College Representatives: S. Houghton, M. Black (*unable to attend*), K. Walthers

Faculty Representative: Linda Metaxas (*unable to attend*)

Student Representative: Janet Cruz

Foundation Staff: M. Cox, N. Gastelum, T. McCracken, N. Rucobo

Recorder: T. McCracken

3. Public Comment

There was no public comment.

4. Introduction of Guests

President Moya Boice introduced and welcomed new board members Tim Harrington and Rick Rust.

5. Approval of Agenda – January 23, 2018

President Moya Boice called for a motion to approve the agenda as submitted.

Motion: On a motion by Director Schragger, seconded by Director Campo, the agenda was approved as submitted on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, R. Rust, G. Schragger, G. Walker, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: R. Rust

6. Approval of Minutes – November 8, 2017, Quarterly Board Meeting

President Moya Boice called for a motion to approve the minutes of the November 8, 2017, quarterly board meeting. There was one edit to the motion to adjourn: change "the board approved the financial statements as submitted..." to "the board approved the adjournment of the meeting..."

Motion: On a motion by Director Frost, seconded by Director Daane, the November 8, 2017 minutes were approved as amended on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, R. Rust, G. Schragger, G. Walker, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: R. Rust

7. Governance/Nominations Committee Reports – Mario Juarez, Chair

The Governance/Nominations Committee report was provided by Ms. Houghton in the absence of Mr. Juarez:

Recommendation to approve New Board Member Nominations - There was a recommendation to approve the nomination of Rick Rust with Aera Energy and Dan Stevens with Rabobank, N.A. to the Foundation board for an initial one-year term.

Board Member Resignation - The Foundation received a letter of resignation from Bob Lotwala.

Board Leadership Transitions Effective January 2018:

- accept with regrets the resignation of Georgia Schragger as Foundation Board Secretary
Director Schragger will remain on the Foundation board
- recommend the appointment of Mary Nanning to replace Director Schragger as the Foundation Board Secretary
- accept the resignation of Guy Walker as the Foundation Board Treasurer
- recommend the appointment of Guy Walker as Vice President (replacing Bob Lotwala) and the new Hancock Promise Campaign Chair. This new committee chair will be included as part of the Executive Committee.

Motion: On a motion by Director Welt, seconded by Director Owen, the board approved the following: 1 – the resignation of Bob Lotwala with regrets; 2 –the resignation of Georgia Schragger as Foundation Board Secretary and the appointment of Mary Nanning to fill that position; 3 –the resignation of Guy Walker as Foundation Board Treasurer and the appointment of Glenn Owen to fill that position; 4 –the appointment of Guy Walker as Vice President (replacing Bob Lotwala); 5 –the appointment of Guy Walker as chair of the newly formed Hancock Promise Campaign Committee; and 6 – the nomination of Rick Rust and Dan Stevens for an initial one-year term to the Foundation Board of Directors on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, R. Rust, G. Schragger, G. Walker, K. Walthers, R. Welt / Concurr: Student Representative / Noes: None / Abstentions: None

8. College Trustee Appointments for 2018

The Allan Hancock College Board of Trustees at its December 2017 annual organizational meeting approved the appointments of Trustee Jeffrey Hall (primary) and Greg Pensa (alternate) to the foundation board for 2018.

9. Committee Reports

Finance Committee – Glenn Owen, Chair

Boyd Funds—Fine Arts Complex Fund Use and Recommendation – Mr. Owen reviewed the funds received from the estate Patricia Boyd and Ms. Boyd's intent with the gift to the Foundation. In 2017, the college successfully negotiated and obtained \$24 million from the state of California to assist in the construction of a new Fine Arts classroom/complex on campus. This new building will include a recital hall, classrooms, and career education labs on campus. The estimated project budget is \$48 million with a completion date of 2020/2021. Based on the requirements set forth in the Patty Boyd bequest, as well as the initial clarifications set by the AHC Foundation board in 2013,

staff believes the proposed Fine Arts Classroom/Complex fully meets the intended desire of the donor.

Motion: On a motion by Director Owen, seconded by Director Nanning, the board of directors approved support of the proposed Fine Arts complex and the allocation of \$10 million from the Patricia J. Boyd Fund to the District on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, R. Rust, G. Schrager, G. Walker, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

Endowment Scholarship and Program Funding 2017-2018 – Ms. Houghton reported, on behalf of Mr. Owen, that both the Finance and Executive Committee's, in keeping with the endowment funding policy, recommend endowment funding for 2017-2018 in the amount of \$355,175.

Motion: On a motion by Director Owen, seconded by Trustee Hall, the board of directors approved endowment funding for 2017-2018 in the amount of \$355,175 on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, R. Rust, G. Schrager, G. Walker, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

11:20 a.m. – Rick Rust left the meeting.

Marian Hancock Scholarship Endowment Award for May 2018 – Mr. Owen reported that the Marian Hancock Scholarship is considered the most prestigious scholarship presented to a student each year through the AHC Foundation. The scholarship honors the legacy of Mrs. Marian Hancock who started the scholarship in the late 1960's. This year it is the recommendation of both the Finance and Executive Committees to increase the award to \$10,000. Funding for this scholarship will be reviewed annually to determine the award amount each year.

Motion: On a motion by Director Owen, seconded by Director Frost, the board of directors approved funding the *Marian Hancock Scholarship* for May 2018 in the amount of \$10,000 on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schrager, G. Walker, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

Hancock Promise Endowment Fund – Agreement with Santa Barbara Foundation – The Hancock Promise Endowment Campaign has a \$10 million goal to reach by 2021. More than \$2 million in pledges and direct donations have been received to date. Foundation staff recommends the creation of a separate fund for these gifts. In 2017 the Santa Barbara Foundation provided an overview of their capabilities to house this fund. The Santa Barbara Foundation would be a significant community partner for the AHCF on the Hancock Promise. Fees appear to be comparable to those found within the Foundation's other investment funds.

Motion: On a motion by Director Owen, seconded by Director Daane, the board of directors approved the Santa Barbara Foundation as the investment advisor for the newly created Hancock Promise Endowment fund that includes authority over the management of those funds. The

Finance Committee will identify specific investment choices, negotiate fees, and work with the Allan Hancock College District on the necessary contractual agreements. The motion was approved on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schrager, G. Walker, K. Walthers, R. Welt / Concurr: Student Representative / Noes: None / Abstentions: None

Independent Auditor's Report for Period Ending June 30, 2017 – Mr. Owen shared that the Foundation's audit for the period ending June 30, 2017 looked great with no findings. A copy was included in the agenda book for all to review.

Motion: On a motion by Director Owen, seconded by Director Manning, the board of directors approved to accept as submitted the Independent Auditor's Report for the Allan Hancock College Foundation for the period ending June 30, 2017 on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schrager, G. Walker, K. Walthers, R. Welt / Concurr: Student Representative / Noes: None / Abstentions: None

Auditor's Draft IRS Form 990 for period ending June 30, 2017 – Mr. Owen reported that as part of the Foundation's annual audit, an IRS Form 990 is prepared, and distributed a final draft for the board to review.

Motion: On a motion by Director Owen, seconded by Director Harrington, the board of directors approved to accept as submitted the Auditor's Draft IRS Form 990 for period ending June 30, 2017 on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schrager, G. Walker, K. Walthers, R. Welt / Concurr: Student Representative / Noes: None / Abstentions: None

Financial Statements – Director Owen reviewed the financial statements as submitted in the agenda packet for board members. There were no questions or comments about the financial statements. Director Owen did mention that the Finance Committee is discussing a more effective presentation with the financial statements for the board's review.

Motion: On a motion by Director Owen, seconded by Trustee Hall, the board approved the financial statements as submitted on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schrager, G. Walker, K. Walthers, R. Welt / Concurr: Student Representative / Noes: None / Abstentions: None

10. Corporate Resolution No. 2018-01 Authorization of Savings, Checking, and Investment Account Signatures

Ms. Houghton reported that annually the Foundation updates its *Authorization of Savings, Checking and Investment Account Signatures*. Director Owen asked about possibility of a Foundation board member, officer, or executive director be part of the check signing capabilities that shows a connection to the Foundation.

Motion: On a motion by Director Ostini, seconded by Trustee Hall, the board approved as submitted Corporate Resolution No. 2018-01 *Authorization of Savings, Checking, and Investment Account Signatures* for the AHC Foundation on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schragger, G. Walker, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

11. 2017 Accomplishments by Foundation Committee's

Ms. Houghton provided a PowerPoint presentation on proposed goals that were initially set by Foundation President, Valerie Moya Boice back in 2016. The purpose was to set goals and objectives over a two-year period. In addition, to have relevant goals that align with the college's strategic objectives, align with the new College Advancement model and "One" AHC, and re-examine existing programs/launch new ones. A copy of the presentation is appended to the permanent minutes. President Moya Boice thanked board members for their support and promotion of the college. She also thanked staff for their commitment and service to the Foundation.

12. 2018 Goals and Mission Statement

Ms. Houghton provided the following 2018 goals for discussion by the board of directors: 1 – *Hancock Promise* \$10 million campaign over 5 years, 2 – Support for Fine Arts complex, 3 – Engage and expand community support for new bond, 4 – maintain scholarship program and support for President's Circle, 5 – continue support for Allan Hancock College programs, and 6 – review the AHC Foundation mission statement, which was last revised in 2009.

13. Committees and Chairs for 2018

A final list of committees and chairs for 2018 was reviewed with board members, with one update to add Mary Nanning to the Scholarship Committee. Ms. Houghton encouraged all committees to set goals for 2018.

Motion: On a motion by Director Campo, seconded by Director Daane, the board approved as amended the 2018 Committees and Chairs on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schragger, G. Walker, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

14. 40th Gala Budget Summary and Recommendation

The 40th Anniversary Gala on October 21, 2017 was a huge success. Most expenses are paid and net revenues are approximately \$136,606, of which \$84,600 is directed towards the *Hancock Promise* endowment fund. This leaves approximately \$52,006 in unrestricted funding. Ms. Houghton shared that staff recommends allocation of the unrestricted fund as follows: \$25,000 for the AIM Grant/Scholarship Fund, allowing the Foundation to consider grant opportunities for the *Hancock Promise* and \$27,006 to support costs and implementation of the *Hancock Promise* (normal costs associated with running a campaign.) Director Bray requested the board consider a \$5,000 donation to the PCPA Foundation from the unrestricted funds.

Motion: On a motion by Director Owen, seconded by Director Campo, the board approved the allocation of Gala unrestricted funds of approximately \$136,606 as follows: \$25,000 for the AIM Grant/Scholarship fund, \$22,006 to support the costs and implementation of the *Hancock Promise*

campaign, and \$5,000 for the PCPA Foundation on a vote as follows: Ayes: 13 board members /
Concurs: Student Representative / Noes: 4 board members / Abstentions: 3 board members.

15. Hancock Promise Committee – Guy Walker, Chair

Information regarding geographic sectors by city and Promise Campaign pledge forms were shared with the board. Director Walker and Ms. Houghton shared information about the campaign structure and that staff were identifying possible prospects for lists that will be reviewed in the near future. A handout, *Hancock Promise Considerations*, was reviewed that highlighted external and internal factors affecting the campaign. External factors include other community fundraising efforts, new tax laws (pros and cons), and existing nonprofits within the district. Internal factors include the AHC Bond Campaign, AHC Fine Arts Complex, AHC Athletic Boosters, student clubs, etc.

12:30 p.m. – Guy Walker left the meeting

16. Community Ambassador's Committee – Jim Fields, Co-Chair

Director Fields reported that the program continues to progress. There have been three sessions highlighting Academic Affairs, Student Services, Community Education, Industrial Technology, and a general overview. The next session will highlight the Lompoc Valley Center and Public Safety Complex. He also mentioned that recruitment planning is underway for next year.

17. President's Circle Committee – Maggi Daane, Co-Chair

Director Daane reported that spring events are planned for President's Circle members including a PCPA Encore Circle/President's Circle event in late April, a spring/summer cultivation event in May, and a plans are underway for the fall tailgate party for a home AHC football game..

18. Scholarship Committee – Bob Manning, Chair

Director Manning reported that students have until late February to submit an online scholarship application to be considered for Foundation scholarships. Staff continue to work with donors to finalize and secure pledges for this year's program. The work of the *Scholarship Working Team* begins in late January. New this year is our collaboration with the Scholarship Foundation of Santa Barbara to bring their annual north county scholarship awards ceremony to our campus. Their event is scheduled for Tuesday, May 22, 2018. The planning team for the annual scholarship event is recommending that the event return to a dinner format with student award winners and donors being permitted to bring one guest each, and that the event be complimentary for all guests attending.

Motion: On a motion by Director Manning, seconded by Director Daane, the board approved that the annual scholarship event for this May be funded by the AHC Foundation (through various revenue sources), that the event return to a dinner format, that student award winners and donors be permitted to bring one guest each, and that the event be complimentary for all guests on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schrage, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

19. Oral Reports

Members of the Board of Directors:

--requested that Campus Graphics consider accepting credit cards.

College Superintendent/President, Dr. Walthers reported:

- January 31 at 1 pm in the Library on the Santa Maria campus a press conference announcing \$30,000 in support from the President's Circle for textbooks (rental program) in the library
- February 26 at 11 a.m. on the Commons on the Santa Maria campus a press conference announcing a major gift to the Hancock Promise campaign
- Vice President for Academic Affairs, George Railey, has accepted a position out-of-state, and Melinda Nish will fill in as interim

College Trustee Hall reported:

- he completed his first year as a trustee
- Public Safety and Training Complex is up and running
- Trustee Zacarias was elected President and Trustee Pensa was elected Vice President for 2018

Foundation Director/PCPA Liaison Director Bray reported:

- PCPA Open House is January 27, 2018
- the *Crucible* is coming up

Faculty Representative: No report

Student Representative Ms. Cruz reported:

- thanked the board for their continued student support
- end of fall study hours extended in the library
- the AHC football team won their conference title
- spring classes started January 22

Executive Director, College Advancement: No report.

20. Next Board Meeting

The next meeting of the Allan Hancock College Board of Directors is the quarterly meeting on Thursday, April 26, 2018 from 4:00 to 6:00 p.m. with the location announced later.

21. Adjournment

President Moya Boice called for a motion to adjourn the quarterly meeting. The meeting adjourned at 12:50 p.m.

Motion: On a motion by Director Harrington, seconded by Director Ostini, the board approved to adjourn the quarterly board meeting at 12:50 p.m. on a roll-call vote as follows: Ayes: J. Bray, F. Campo, M. Carroll, L.-V. Cox, M. Daane, J. Fields, J. Frost, P. Hesse, G. Johnson, T. Harrington, Trustee J. Hall, R. Klug, B. Manning, V. Moya Boice, M. Nanning, K. Ostini, G. Owen, Trustee G. Pensa, G. Schrager, K. Walthers, R. Welt / Concurs: Student Representative / Noes: None / Abstentions: None

To: Board of Directors	INFORMATION
From: Valerie Moya Boice Foundation Board President	April 26, 2018
Subject: Recognize the Outgoing Faculty and Student Representatives	

BACKGROUND

The board of directors will recognize Linda Metaxas, Faculty Representative, and Janet Cruz, Student Representative, for their service on the Foundation board.

To: Board of Directors	INFORMATION
From: Valerie Moya Boice Foundation Board President	April 26, 2018
Subject: Presentation – John Hood Chair, Fine Arts Department	

BACKGROUND

Professor John Hood, Chair for the Fine Arts Department, will provide an overview of the new Fine Arts complex that will house Fine Arts/CTE programs.

To: Board of Directors	INFORMATION
From: Valerie Moya Boice Foundation Board President	April 26, 2018
Subject: Presentation – Yvon Frazier Program Director/Early Childhood Studies Associate Professor	

BACKGROUND

Yvon Frazier, Program Director/ECS Associate Professor, Orfalea Children's Center Lab school, about the Lompoc Valley Center's Children's Grant.

To: Board of Directors	INFORMATION
From: Valerie Moya Boice Foundation Board President	April 26, 2018
Subject: Conflict of Interest Statement	

BACKGROUND

According to board policy, annually each foundation board member and staff will submit a signed "Statement of Conduct, Commitment, and Conflict of Interest" to the foundation office that will be on file and maintained as one of the documents open to public inspection in the foundation office. The document will be made available to all directors at the meeting for their signature.



Conflict of Interest Policy and Disclosure Form

It is in the best interest of the *Allan Hancock College Foundation (AHCF)* to be aware of and properly manage all conflicts of interest and appearances of a conflict of interest. This conflict of interest policy is intended to help Board members and employees of *AHCF* identify situations that present potential conflicts of interest and to provide *AHCF* with a procedure to manage conflicts.

1. Conflict of Interest Defined.

In this policy, a person with a conflict of interest is referred to as an "interested person. For purposes of this policy, the following circumstances shall be deemed to create a Conflict of Interest:

- a. A Board member, employee, or family member of either is a party to a contract, or involved in a transaction with *AHCF* for goods or services,
- b. A Board member, employee, or family member of either has a material financial interest in a transaction between *AHCF* and an entity in which the Board member, employee, or family member is a board member.
- c. A Board member, employee, or a family member of either has a material financial interest in a business or enterprise that competes with *AHCF*.

Other situations may create the appearance of a conflict in connection with a person who has influence over the activities or finances of *AHCF*. All such circumstances should be disclosed to the Board or staff, as appropriate.

Gifts, Gratuities, and Entertainment. Accepting gifts, entertainment, or other favors from individuals or entities can also result in a conflict when the party providing the gift/ entertainment/favor does so under circumstances where it might be inferred that such action was intended to influence or possibly would influence the interested person in the performance of his or her duties. This does not preclude the acceptance of items of nominal value or entertainment of nominal value which are not related to any particular transaction or activity of *AHCF*.

2. Procedures.

- a. Prior to Board action on a contract or other transaction involving a Conflict of Interest, a Board member having a Conflict of Interest shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting,
- b. A person who has a Conflict of Interest shall not participate in the decision except to disclose material facts and to respond to questions,
- c. The person having a conflict of interest may not vote on the contract or transaction.
- d. Staff members who have a Conflict of Interest with respect to a contract or transaction that is not the subject of Board action shall disclose to the president of *AHCF* any such Conflict of Interest. That staff member shall refrain from any action that may affect *AHCF's* participation in such contract or transaction.
- e. In the event it is not entirely clear that a Conflict of Interest exists, the individual with the potential conflict shall disclose the circumstances to the president of *AHCF*.

3. Review of policy.

- a. Each Board member and employee of *AHCF* shall be provided with and asked to review a copy of this Policy and to acknowledge in writing that he or she has done so.
- b. Annually, each Board member and employee shall complete a disclosure form identifying any relationships or circumstances in which he or she is involved that he or she believes could contribute to a Conflict of Interest.

Allan Hancock College Foundation Conflict of Interest Policy and Disclosure Form

Please complete the financial relationships survey below. These disclosures will be used for tax Form 990.

During the year,

	Yes	No
Did you loan any money to or receive a loan from AHCF?	[]	[]
If yes, was the loan outstanding at the end of the year? _____	[]	[]
Did you have a family or business relationship with another officer or director of AHCF?	[]	[]
Did AHCF provide a grant or other assistance to you or person related to you?	[]	[]
Did you or a member of your family own more than 35% of another entity that did business with AHCF?	[]	[]
Did you serve as an officer, director, trustee, key employee, partner, or member of an entity doing business with AHCF?	[]	[]
Did a member of your family receive compensation or other material financial benefit from AHCF?	[]	[]

If you checked yes to any of the above questions, please describe below:

Please describe below any relationships or circumstances that you believe could contribute to a conflict of interest between and your personal interests, financial or otherwise:

_____ I have no conflict of interest to report.

_____ I have the following conflict of interest to report. Please specify other nonprofit and for-profit boards you and your spouse sit on, any for-profit businesses for which you or an immediate family member are an officer or director, or a majority shareholder, and the name of your employer and any businesses you or a family member own:

1. _____ 2. _____

3. _____ 4. _____

I hereby certify that the information set forth is true and complete to the best of my knowledge. I have reviewed, and agree to abide by, the Policy of Conflict of Interest of AHCF.

Name: _____ Position: (Board member/employee) _____

Signature: _____ Date: _____

To: Board of Directors	ACTION
From: Glenn Owen, Treasurer and Chair Finance Committee	April 26, 2018
Subject: Review of Financial Statements	

BACKGROUND

A review of the Allan Hancock College Foundation financial statements.

--Contributions Report – 02/28/2018	page 16
--Statement of Operations – 02/28/2018	page 17
--Balance Sheet – 02/28/2018	page 18
--General Operations Budget – 02/28/2018	page 19
--Portfolio Summary – 02/28/2018	page 20

RECOMMENDATION

The Finance and Executive Committee's recommend approval of the Foundation financial statements as submitted.

**Allan Hancock College Foundation
Contributions
July 1, 2017 through June 30, 2018**

Account	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
General Operations	\$ 990	\$ 226	\$ -	\$ 236	\$ 263	\$ 10,987	\$ 139	\$ 329					\$ 13,170
40th Gala Celebration	\$ 7,552	\$ 6,869	\$ 46,004	\$ 77,361	\$ 33,474	\$ 2,640							\$ 171,779
President's Circle	\$ 7,616	\$ 3,037	\$ 2,728	\$ 6,672	\$ 2,885	\$ 5,445	\$ 5,887	\$ 15,595					\$ 53,432
Restricted	\$ 21,093	\$ 42,481	\$ 6,170	\$ 30,860	\$ 16,780	\$ 30,258	\$ 84,610	\$ 33,308					\$ 165,902
Scholarships	\$ 220	\$ 29,120	\$ 1,470	\$ 20	\$ 700	\$ 11,791	\$ 11,475	\$ 300					\$ 55,096
Hancock Promise	\$ 37,471	\$ 94,012	\$ 57,372	\$ 195,200	\$ 106,538	\$ 174,367	\$ 136,693	\$ 1,080,274					\$ 1,157,008
Endowments	\$ 37,471	\$ 131,483	\$ 188,855	\$ 384,056	\$ 490,593	\$ 664,960	\$ 801,654	\$ 1,881,927					\$ 1,881,927
MONTHLY TOTALS													
CURRENT YTD TOTALS	\$ 37,471	\$ 131,483	\$ 188,855	\$ 384,056	\$ 490,593	\$ 664,960	\$ 801,654	\$ 1,881,927	\$ -	\$ -	\$ -	\$ -	\$ 1,881,927

PRIOR YEARS CONTRIBUTIONS	
July 16 - June 17	1,167,156
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	774,887
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

NOTES:
a) Report does not include investment portfolio activity.
b) Report includes outstanding pledges.

ALLAN HANCOCK COLLEGE FOUNDATION
STATEMENT OF OPERATIONS BY SUBFUND
FOR THE PERIOD ENDING 02/28/2018

	Rounded to the Nearest Dollar						
	Cash Admin	General Operations	Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
REVENUE:							
Contributions	0	135,869	204,666	265,540	1,212,104	0	1,818,179
Contributions non-cash	0	0	0	0	0	0	0
District Grant Contributions	0	22,652	0	0	0	0	22,652
Interest and dividends	0	25,029	0	0	0	578,216	603,246
Gain/Loss on sale of investments	0	385	0	0	0	316,397	316,782
Change in asset portfolio	0	11,606	0	0	0	899,341	910,947
Other Local Revenues	0	49,080	14,668	0	0	0	63,748
Total revenue	0	244,622	219,334	265,540	1,212,104	1,793,954	3,735,554
EXPENDITURES:							
Scholarships	0	0	0	494,526	0	0	494,526
Student Assistance	0	0	19,895	0	0	0	19,895
District/College Support	0	0	59,250	0	0	0	59,250
PCPA Support	0	5,000	0	55,986	0	0	60,986
Salaries	0	163,549	3,586	0	0	0	167,135
Employee benefits	0	18,410	0	0	0	0	18,410
Supplies and materials	0	70,343	43,835	0	0	0	114,178
Contracted personal services	0	5,350	250	0	0	0	5,600
Travel and conference	0	14,627	31,436	0	0	0	46,062
Memberships and permits	0	525	1,042	0	0	0	1,567
Technology Services	0	0	0	0	0	0	0
Telephone	0	438	0	0	0	0	438
Contracts and leases	0	51,168	1,545	0	0	0	52,713
Postage and advertising	0	8,176	12,086	0	0	0	20,262
Bank/brokerage charges	0	12,783	207	0	0	120,467	133,457
Miscellaneous expense	0	6,336	6	0	0	0	6,342
Building and equipment	0	967	2,347	0	0	0	3,314
Credit Card Disc. Fees	0	0	0	0	0	0	0
Total expenditures	0	357,672	175,484	550,512	0	120,467	1,204,135
Net income(loss)	0	-113,050	43,850	-284,971	1,212,104	1,673,487	2,531,419
OTHER FINANCING SOURCES/OUTGO:							
Transfers in	0	228,179	4,699	10,915	85,320	1	329,113
Transfers out	0	5,887	33,630	29,838	55,000	204,758	329,113
Net transfers	0	222,292	-28,932	-18,923	30,320	-204,758	0
Net inc/dec in fund bal	0	109,242	14,918	-303,894	1,242,424	1,468,729	2,531,419
FUND BALANCE:							
Fund equity, July 1	0	198,645	1,593,730	704,516	18,861,258	2,923,080	24,281,228
Current balance	0	307,887	1,608,648	400,621	20,103,682	4,391,809	26,812,647

ALLAN HANCOCK COLLEGE FOUNDATION
BALANCE SHEET BY SUBFUND
FOR PERIOD ENDED 02/28/2018

	Rounded to the Nearest Dollar						
	Cash Admin	General Operations	Restricted	Scholarships	Endowment Principal	Endowment Rev/Exp	Total
ASSETS							
Cash, Prepaid, & Securities							
Claim on Cash	-8,800,131	279,967	1,600,523	407,187	2,120,646	4,391,809	0
Claim on Cash-Treasury	0	0	0	0	0	0	0
Checking	456,268	0	0	0	0	0	456,268
Credit Card	6,265	0	0	0	0	0	6,265
Cash on hand	100	0	0	0	0	0	100
Prepaid Expense	0	0	0	0	0	0	0
Investment cash	110,807	0	0	0	405,261	0	516,068
Investment securities	6,984,294	0	0	0	14,640,008	0	21,624,302
FMV increase/decrease	1,242,396	0	0	0	1,920,809	0	3,163,205
T1 Cash Prepd & Securities	0	279,967	1,600,523	407,187	19,086,722	4,391,809	25,766,208
Receivables							
Accounts receivable	0	0	125	0	0	0	125
Due from other funds	0	28,672	8,000	0	0	0	36,672
Pledges receivable	0	0	0	0	1,016,800	0	1,016,800
Accrued interest receivable	0	0	0	0	160	0	160
Payroll taxes receivable	0	0	0	0	0	0	0
Total receivables	0	28,672	8,125	0	1,016,960	0	1,053,757
Total assets	0	308,639	1,608,648	407,187	20,103,682	4,391,809	26,819,965
LIABILITIES							
Accounts payable	0	0	0	0	0	0	0
Payroll taxes payable	0	0	0	0	0	0	0
Sales tax payable	0	752	0	3	0	0	755
Due other funds	0	0	0	6,563	0	0	6,563
Total liabilities	0	752	0	6,566	0	0	7,318
FUND BALANCE							
Fund equity FYB	0	198,645	1,593,730	704,516	18,861,258	2,923,080	24,281,228
Current income/loss	0	109,242	14,918	-303,894	1,242,424	1,468,729	2,531,419
Total fund balance	0	307,887	1,608,648	400,621	20,103,682	4,391,809	26,812,647
Total liab & fund balance	0	308,639	1,608,648	407,187	20,103,682	4,391,809	26,819,965

Allan Hancock College Foundation
Operating Budget
July 1, 2017 - February 28, 2018

	2017-18 Approved Budget	2017-18 Rev/Exp thru 2/28/2018	2017-18 Revised Budget	2017-18 Variance Budget
REVENUE				
General Operations - Unrestricted Contributions	\$ 25,750	\$ 12,969		\$ 12,781
District Title 5 Support - Advancement Specialist	\$ 58,528	\$ 22,652		\$ 35,876
General Operations - Interest	\$ 23,760	\$ 25,029		\$ (1,269)
Consulting Group Advisor - Unrealized Gain/Loss	\$ 38,000	\$ 11,991		\$ 26,009
Administration Fee - 1.5%	\$ 70,000	\$ 60,607		\$ 9,393
President's Circle Campaign	\$ 15,000	\$ 2,572		\$ 12,428
Marian Hancock Trust	\$ 24,750	\$ 24,750		\$ -
F. Young Endowment Proceeds	\$ 140,000	\$ 140,000		\$ -
Transfer In	\$ 30,000	\$ -		\$ 30,000
Other Local Income		\$ 450		\$ (450)
Foundation 40th Celebration/Hancock Promise	\$ 260,000	\$ 261,579		\$ (1,579)
Unrestricted Endowment Proceeds	\$ 3,000			\$ 3,000
TOTAL GENERAL OPERATIONS REVENUE	\$ 688,788	\$ 562,599		\$ 126,189
EXPENSES				
Executive Director	\$ 48,568			\$ 48,568
Staff Salaries	\$ 240,850	\$ 161,742		\$ 79,108
Employee Benefits & Payroll Taxes	\$ 44,251	\$ 17,693		\$ 26,558
Public Relations	\$ 10,000	\$ 205		\$ 9,795
Foundation Community Events	\$ 10,000	\$ 10,126		\$ (126)
Operational Supplies	\$ 6,500	\$ 4,598		\$ 1,902
Printing	\$ 8,500	\$ 5,038		\$ 3,462
Food Supplies	\$ 5,500	\$ 3,454		\$ 2,046
Consultants, Service Contracts	\$ 4,500	\$ 1,531		\$ 2,969
Conferences	\$ 7,500	\$ 3,402		\$ 4,098
Business Travel Expense	\$ 1,500	\$ 99		\$ 1,401
Dues and Memberships	\$ 2,500	\$ 355		\$ 2,145
Licenses, Permits, Filing Fees	\$ 250	\$ 306		\$ (56)
Telephone	\$ 700	\$ 438		\$ 262
Agreements (Scholarship Program)	\$ 9,000			\$ 9,000
Equipment Leases & Agreements	\$ 550	\$ 593		\$ (43)
Postage and Courier Services	\$ 2,500	\$ 3,318		\$ (818)
Advertising	\$ 5,000	\$ 424		\$ 4,576
Bank Service Charges	\$ 1,150	\$ 1,119		\$ 31
Brokerage Fees	\$ 11,850	\$ 9,745		\$ 2,105
Equipment & Computer Software	\$ 1,000	\$ 967		\$ 33
Foundation Gala	\$ 100,000	134,331		\$ (34,331)
Title III Scholarship & Program Funding	\$ 13,500			\$ 13,500
Annual Scholarship Banquet	\$ 4,500	\$ 4,074		\$ 426
Transfer Out - President's One-Time Funding				\$ -
Transfer out - Hancock Promise Endowment		89,800		\$ (89,800)
TOTAL GENERAL OPERATING EXPENSES	\$ 540,169	\$ 453,358		\$ 86,811
Net Revenue/Expenses	\$ 148,619	\$ 109,241		\$ 39,378
Beginning Fund Balance, July 1, 2017	\$ 289,766	\$ 198,645		
CURRENT FUND BALANCE	\$ 438,385	\$ 307,887		\$ 39,379

ALLAN HANCOCK COLLEGE FOUNDATION
Summary of Portfolio Allocation
 July 1, 2017 - February 28, 2018

**GENERAL OPERATIONS,
 RESTRICTED and SCHOLARSHIPS**

	7/1/2017	Deposits	Withdrawals	Change in Value	2/28/2018
Morgan Stanley Active Assets-Cash, .010%	\$ 633,799	\$ 82	\$ (440,000)	\$	\$ 193,881
Morgan Stanley, Consulting Group Advisor	\$ 712,036	\$ 10,329	\$ (829)	\$ 24,986	\$ 746,523
Rabobank - Checking	\$ 72,110	\$ 1,476,153	\$ (1,285,877)	\$	\$ 262,386
Rabobank - Credit Card	\$ 9,375	\$ 6,411	\$ (9,520)	\$	\$ 6,265
Cash on Hand	\$ 100				\$ 100
Sub-Total	\$ 1,427,421	\$ 1,492,975	\$ (1,736,226)	\$ 24,986	\$ 1,209,156

ENDOWMENTS	Investment Basis	Beginning Market Value 07/01/2017	Interest, Dividends, Deposits	Fees & Withdrawals	Change in Value	Ending Market Value 2/28/2018
Morgan Stanley	\$ 2,984,748	\$ 5,529,623	\$ 86,975	\$ (42,418)	\$ 383,109	\$ 5,967,289
Monarch Wealth Strategies	\$ 854,408	\$ 1,544,711	\$ 14,639	\$ (3,973)	\$ 78,308	\$ 1,633,685
Osher-Bartleson Fund Endowment	\$ 100,000	\$ 121,564				\$ 121,564
Northern Trust (Young Quasi Endowment)		\$ 1,485,088	\$ 36,946	\$ (142,900)	\$ 88,186	\$ 1,467,320
Monarch Wealth Strategies (Lahr)	\$ 13,000	\$ 60,835	\$ 602	\$ (30)	\$ (1,876)	\$ 59,531
Sub-Total	\$ 3,952,157	\$ 8,741,821	\$ 139,162	\$ (189,322)	\$ 547,727	\$ 9,239,389

PATRICIA J. BOYD FUND

Rabobank Wealth Management	\$ 4,000,000	\$ 4,510,000	\$ 69,416	\$ (24,422)	\$ 246,457	\$ 4,801,452
Northern Trust	\$ 6,000,000	\$ 7,022,170	\$ 197,780	\$ (21,707)	\$ 434,442	\$ 7,832,685
Morgan Stanley	\$ 2,115,777	\$ 2,739,579	\$ 125,396	\$ (10,579)	\$ 29,131	\$ 2,883,526
Sub-Total	\$ 12,115,777	\$ 14,271,748	\$ 392,591.93	\$ (56,708.05)	\$ 710,030.99	\$ 15,317,663

Total General Opr, Restricted, Scholarships & Endowments

	\$ 25,766,208
Accounts Receivable	\$ 36,957
Pledges Receivable	\$ 1,016,800
Total Assets	\$ 26,819,965
Liabilities	\$ (7,318)
Net Assets	\$ 26,812,647

Investment Allocation Summary - Endowments	Target	Allocation Current Period
--	--------	---------------------------

Morgan Stanley

Stocks, ETFs, CEFs, Mutual Funds	65%	60.40%
Fixed Income	35%	32.45%
Bonds		5.10%
Cash		2.05%
		100.00%

LPL Financial

Stocks, ETFs, Mutual Funds	65%	68.85%
Fixed Income	35%	14.22%
Bonds		15.83%
Cash		1.10%
		100.00%

Northern Trust

Stocks, ETFs, Mutual Funds	65%	64.20%
Fixed Income	35%	33.80%
Bonds		
Cash		2.00%
		100.00%

Consolidated Summary of Allocation - Endowments	Target	Allocation Current Period
Stocks, ETFs, CEFs, Mutual Funds	65%	46.81%
Fixed Income	35%	26.82%
Bonds		10.47%
Cash		1.72%
		100.00%

Investment Allocation Summary - Patricia J. Boyd	Target	Allocation Current Period
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Rabobank Wealth Mgmt - Boyd Fund

Stocks, ETFs, CEFs, Mutual Funds	65%	63.58%
Fixed Income	35%	32.47%
Bonds		
Cash		3.95%
		100.00%

Northern Trust - Boyd Fund

CEFs, Mutual Funds	65%	64.20%
Fixed Income	35%	33.80%
Bonds		
Cash		2.00%
		100.00%

Morgan Stanley - Boyd Fund

CEFs, Mutual Funds	65%	58.17%
Fixed Income	35%	25.37%
Alternatives		15.97%
Cash		0.49%
		100.00%

Consolidated Summary of Allocation - Boyd	Target	Allocation Current Period
CEFs, Mutual Funds	65%	61.98%
Fixed Income	35%	30.55%
Bonds		5.32%
Cash		2.15%
		100.00%

To: Board of Directors	INFORMATION
From: Guy Walker, Vice President and Chair Hancock Promise Campaign	April 26, 2018
Subject: Hancock Promise Campaign Update	

BACKGROUND

Information will be shared with the board of directors about the recent gathering in Solvang as well as progress for the Lompoc and Santa Maria areas.

To: Board of Directors	INFORMATION
From: Michael Carroll, Chair Community Ambassador Committee	April 26, 2018
Subject: Community Ambassador Committee Update	

BACKGROUND

A presentation by staff on survey results by the current Community Ambassador's cohort.

In addition, the Community Ambassador Program continues to progress. There is one remaining session in May, followed by graduation in July.

- May 18, 2018 12 p.m. – 4 p.m.
- July 26, 2018 4 p.m. – 6 p.m.

To: Board of Directors	INFORMATION
From: Mario Juarez, Chair Governance and Nominations Committee	April 26, 2018
Subject: Governance and Nominations Committee Update	

BACKGROUND

A report to the board:

- Slate of Officers – July annual organizational board meeting
- Goals for 2018 set by the committee
- Development of one-page information sheet for new and existing board members
- Review of bylaws

To: Board of Directors	INFORMATION
From: Maggi Daane, Chair President's Circle Committee	April 26, 2018
Subject: President's Circle Committee Update	

BACKGROUND

The President's Circle *Spring Gathering* will be Wednesday, May 9, 2018 from 5-7 p.m. at the Santa Ynez Valley Historical Museum & Parks-Janeway Carriage House in Santa Ynez. Guests are asked to RSVP by Friday, May 4, 2018.

To: Board of Directors	INFORMATION
From: Bob Manning, Chair Scholarship Committee	April 26, 2018
Subject: Scholarship Committee Update	

BACKGROUND**11. E. 1. Scholarship Working Team Report**

This committee has been meeting almost weekly to identify student applicants for donor scholarships that total over \$500,000 from the community. The last meeting for this group is Friday, April 13. In addition, there are six other review teams that have been meeting to identify students for scholarships related to the fire academy, industrial technology, PCPA, law enforcement, etc.

11. E. 2. Scholarship Annual Event – Thursday, May 24, 2018

The Foundation brought on board Big Red this year to help with the coordination and management of the annual scholarship banquet. A *Save the Date* email and postcard was mailed to Foundation donors who participate. Invitations for student award winners, donors, and other guests will go out the end of April. The event is returning to a dinner hosted by the Santa Maria Elks Lodge No. 1538 that will include a choice of top block or chicken, in addition to a vegetarian option. With some new changes being implemented it should be a great evening enjoyed by all!

2017 Annual Report

to the Board of Trustees

Bond Measure I
Citizens' Oversight Committee

Presented March 13, 2018

2017 Citizens' Oversight Committee members

Tim Bennett, Chair
Community at-large

Bill Thompson, Vice Chair
Senior Organization

Tracy Beard
Community at-large

Terry Dworaczyk
Support Organization

Jade Fuller
Allie Shea
Student Representatives

Hugh Rafferty
Taxpayers Association

David Richardson
Business Organization

DISTRICT STAFF

Kevin G. Walthers, Ph.D.
Superintendent/President

Michael Black
Associate Superintendent
Vice President, Finance &
Administration

Felix Hernandez, Jr.
Vice President, Operations

Melinda Martinez
Executive Secretary to the
Superintendent/President

Andrew Masuda
Director, Public Affairs
& Communications

Carol Moore
Director, Information
Technology Services

*Cover Image:
Aerial photo of Student Services (A)
and Administration (B) buildings.*



Seated (left to right): Bill Thompson, Tracy Beard, Allie Shea, Jade Fuller, Michael Huggins.
Standing (left to right): Terry Dworaczyk, Hugh Rafferty, Kevin G. Walthers, Ph.D., David Richardson, Tim Bennett.

LETTER FROM THE CHAIR



It is my pleasure to serve as the chair of the Allan Hancock College Measure I Citizens' Oversight Committee.

The committee receives detailed information from the college's management and staff concerning the progress and expenditures related to the various projects identified in the 2006 Measure I Bond.

Since the community approved the bond, Measure I has revolutionized and modernized the college. From our beautiful Public Safety Training Complex in Lompoc, to the Industrial Technology and Student Services buildings on the Santa Maria campus, the face of the college has transformed in ways that that will positively serve our community for generations to come.

It is the opinion of this committee that based on the oversight activities and the independent financial and performance audits noted herein, the college remains in full compliance with the requirements of article XIII A, Section 1(b) (3) of the Constitution of the State of California.

Our committee trusts you will find the annual report accurate, informative, and comprehensive.

We would also like to recognize Michael Huggins, our student member, who completed his service on the committee in February 2017. On behalf of the committee, I would like to thank Michael for his time and dedication. We know he will shine at UC Davis.

Very truly yours,

Tim Bennett
Chair
Measure I Citizens' Oversight Committee

Bond Measure I Overview

Northern Santa Barbara County residents voted June 6, 2006, to approve Measure I, the \$180 million general obligation facilities bond to improve Allan Hancock College. Funding from the bond is helping the college modernize technology, upgrade the failing infrastructure of decades-old classrooms and labs, and build new teaching and learning spaces.

Measure I was presented to voters under the provision of Proposition 39, stipulating that at least 55 percent of voters approve a measure for its passage. It passed with 56.9 percent of the vote.

The Citizens' Oversight Committee

As promised to voters and required by law, on August 15, 2006, the Allan Hancock College Board of Trustees adopted Resolution No. 06-35, establishing the Measure I Citizens' Oversight Committee.

The laws governing implementation of the Citizens' Oversight Committee require a minimum of seven members be selected based on criteria established by Proposition 39:

- One active member from the following: a business organization representing the business community located in the district; a senior citizens' organization; a bona-fide taxpayers association; a support organization for the college; and, a student enrolled in a community college support group.
- Two members of the community at-large.

Members of the Citizens' Oversight Committee are appointed for one- or two-year terms and may not serve more than two consecutive terms. Members serve without compensation. Meetings are open to the public and subject to the Brown Act.

Measure I online

The agendas, minutes, and all reports for Measure I Citizens' Oversight Committee meetings are posted on the college's website. To learn more about Measure I, including news articles and information materials, go to www.hancockcollege.edu and click the orange "Bond Measure I" link on the Allan Hancock College home page (www.hancockcollege.edu/measurei).

Measure I Citizens' Oversight Committee contact information

To contact Allan Hancock College regarding Bond Measure I, or members of the Citizens' Oversight Committee, please write, call, or email:

Melinda Martinez, executive secretary
to the superintendent/president

800 South College Drive
Santa Maria, CA 93454-6399
Ph: (805) 922-6966 ext. 3454
melinda.martinez1@hancockcollege.edu



The Citizens' Oversight Committee met on April 10 and August 8, 2017.

Period covered by the report

This report covers the time period of
January 1 – December 31, 2017.

Statement of purpose/ responsibilities of the Citizens' Oversight Committee

The Measure I Citizens' Oversight Committee, with members representing the various facets of our communities, serves as the representative of local residents to monitor the expenditures of Measure I funds. The Citizens' Oversight Committee reviews the progress and expenditure reports to ensure that bond proceeds were expended only for the purposes set forth in the Measure I Bond, and reports their findings annually to the Allan Hancock College Board of Trustees via this report.

Report on independent financial and performance audits

The district has received, and the Citizens' Oversight Committee has reviewed, the financial and performance audit for the Measure I Bond Construction Fund for the fiscal year ending June 30, 2017. Vavrinek, Trine, Day & Co., Certified Public Accountants, prepared the report to comply with Proposition 39 accountability within the California Constitution.

Vavrinek, Trine, Day & Co. stated, "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure I General Obligation Bond Funds of the District at June 30, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America." The auditors further noted, "There were no audit findings reported in the prior year's Financial Statement Findings."

Financial compliance confirmation

All expenditures authorized by Measure I have been reviewed by the Citizens' Oversight Committee to ensure the money was spent only on improvement projects as required by Proposition 39. All funds expended from Measure I will be audited annually by an independent accounting firm.

The Citizens' Oversight Committee has reviewed expenditures and projects, and finds the district is in compliance with the requirements of Article XIII A, Section 1(b)(3)(C) of the California Constitution and consistent with the district's approved Measure I local bond measure.

Allan Hancock Joint Community College District

General Obligation Bond Expenditure Report

September 1, 2006 – December 31, 2017

Total General Obligation	
Bond Authorization:	\$180,000,000
Series A Issuance:	\$68,000,000
Series B and B1 Issuance:	\$29,999,556
Series C Issuance:	\$38,860,309
Series D Issuance:	\$8,773,376
General Obligation Bond Balance	
to be Issued:	\$34,366,759

REVENUE

Series A Issuance:	\$68,000,000
Premium on Sale of Bonds Issuance A:	\$528,271
Series B and B1 Issuance:	\$29,999,556
Premium on Sale of Bonds	
Issuance B and B1:	\$115,261
Series C Issuance:	\$38,860,309
Premium on Sale of Bonds Issuance C:	\$135,891
Series D Issuance:	\$8,773,376
Premium on Sale of Bonds Issuance D:	\$70,187
Interest:	\$7,294,893
TOTAL AVAILABLE REVENUE:	\$153,777,744

EXPENDITURES (January 1 - December 31, 2017)

Public Safety Complex:	\$785,329
One-Stop Student Services Center:	\$36,104
Industrial Technology Modernization/Addition:	\$12,202
Fine Arts Complex:	\$2,150
Fire Alarm/Emergency Call System Upgrade:	(551)
Technology - General:	\$14,686
Instructional Equipment Modernization:	\$139,125
Technology Equipment Modernization:	\$276,125
TOTAL EXPENDITURES 2017:	\$1,265,171
Total Prior Period Expenditures:	\$151,428,306
GRAND TOTAL EXPENDITURES:	\$152,693,477

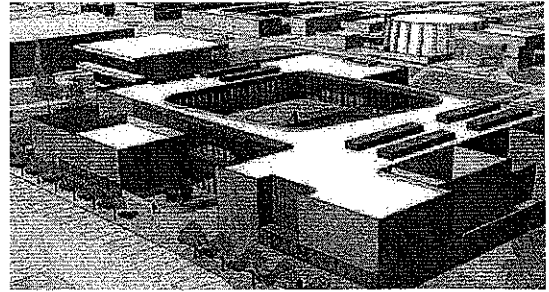
ENDING BALANCE: \$1,084,267

Measure I Projects Status

Current Capital Construction Projects

FINE ARTS COMPLEX

The Fine Arts Complex is a new 88,000 sq. ft., two-story building that includes classroom and office space for visual arts, multimedia and applied design, photography, film and video, dance, music, and a recital hall. The project consolidates all of the fine arts and performing arts (except theatre arts) currently housed in buildings D (Theatre Arts Center), E (Music), F (Fine Arts), O (Industrial Technology), and S (Community Education), into one Fine Arts Complex.



On July 26, 2017, the district received a notice of release of preliminary plan funds. Funds for the Fine Arts Complex project have been appropriated from the 2016 California Community College Capital Outlay Bond Fund in fiscal year 2017/18 in the amount of \$945,000. The district issued a request for qualifications/proposal (RFQ/P) for architectural services to approximately 80 interested parties. Sixteen firms submitted proposals. A review committee selected four of the firms to interview. Of the four, DLR Group, Los Angeles CA, demonstrated the experience and competence necessary to perform the desired services for a structure of this complexity. The board of trustees awarded the architectural contract to DLR Group at its November 30, 2017 special board meeting.

Preliminary plans must be submitted to the State Chancellor's Office no later than March 1, 2018.

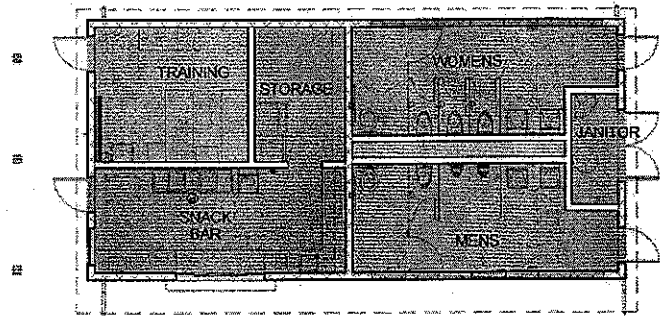
Of the current project budget, a total of 13.4 percent has been committed thus far.

Architect: DLR Group | **Construction Manager:** TBD | **Contractor:** Pending Future Award
Total Project Budget: \$47,869,000

Future Capital Construction Projects

INDUSTRIAL TECHNOLOGY AND PHYSICAL EDUCATION/ATHLETIC FIELDS, CONCESSION/RESTROOM BUILDING

The concession/restroom building & vineyard trellis project constructs an approximately 1,130 sq. ft. concession/restroom building. The building contains a concession area, storage, restrooms, and training room. The project will be located adjacent to the softball and baseball fields that were developed as part of the Industrial Technology and Physical Education/Athletic Fields project. The project design also includes a 320 sq. ft. vineyard picnic area wood trellis shade structure funded from donations.

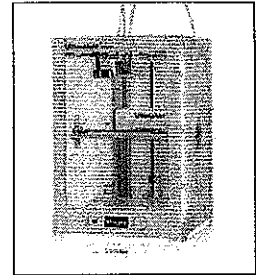


Technology Projects

Technology Equipment Modernization

The Technology Advisory Committee (TAC) recommended 70 technology modernization projects in 2017. The major projects included the following:

- Hancock website OU Alert
- Fine Arts 3D printer
- Science and Community Education classroom data projectors
- Orfalea Children’s Center computers
- PCPA wireless mics
- Social & Behavioral Sciences classroom AV upgrades



3D Printer

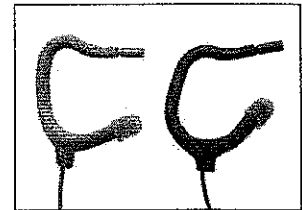
Test environments were created in preparation for the upgrade of Banner to version 9. The upgrade will take place in 2018.

Of the project budget, a total of 99.6 percent has been committed.

Project Manager: Carol Moore, director, Information Technology Services

Vendors: Various | **Total Project Budget:** Measure I Funds \$11,256,553

2017 Project Expenditures: \$429,937



PCPA Wireless Mics

SCHEDULED MAINTENANCE

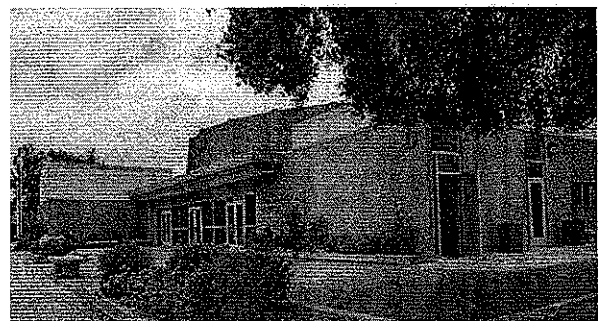
Project Name

Building D Repairs and Upgrades	M300 HVAC Upgrades Phase I
Parking Lot 1 Expansion	Phase I Energy
Copper Cabling Project	Roof Repair and Replacement, Buildings E, F, G & M300
Building C Roof, Paint, and Flooring	Audio Visual, Skills & Science
LVC Chiller Replacement	Underground Fuel/Oil Tank Repair & Replacement
LVC EMS Upgrade & HVAC Repair	Campus Upgrade to VOIP
Pool Resurfacing	Copper Cabling Project
Building N Roof, Phase III	

Scheduled Maintenance Total: \$13,913,739



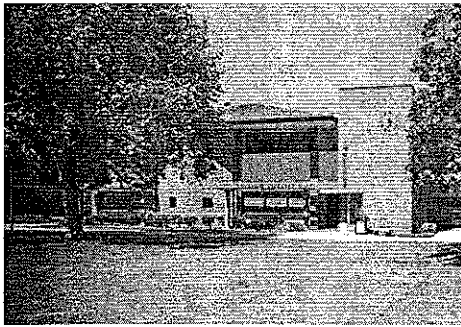
Lompoc Valley Center



PCPA Performing Arts Center

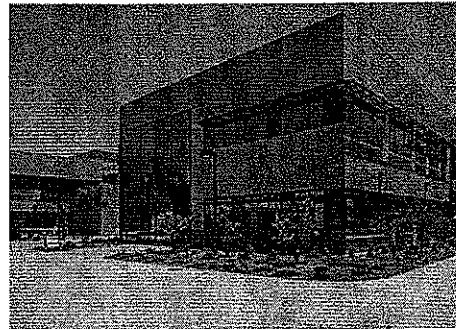
Projects Successfully Completed by Bond Measure I

CAPITAL CONSTRUCTION



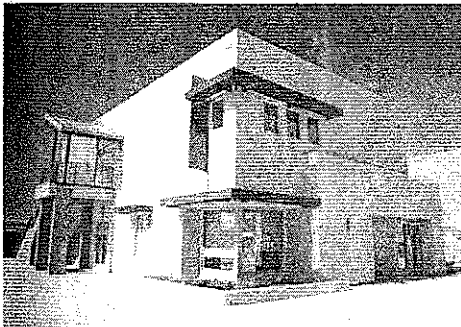
Academic Resource Center

Project total:
\$3,317,135
Year Completed:
2006



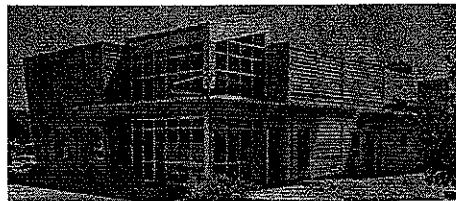
Student Services Center

Project total:
\$21,332,058
Year Completed:
2013



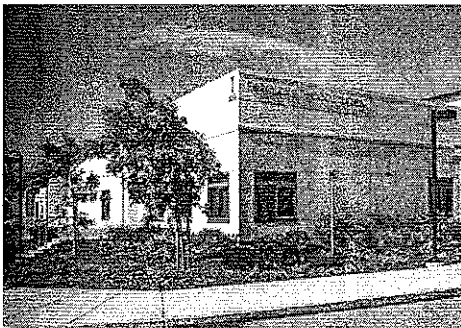
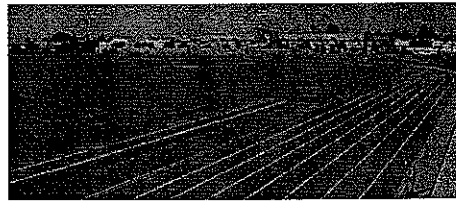
Science Building

Project total:
\$4,611,072
Year Completed:
2007



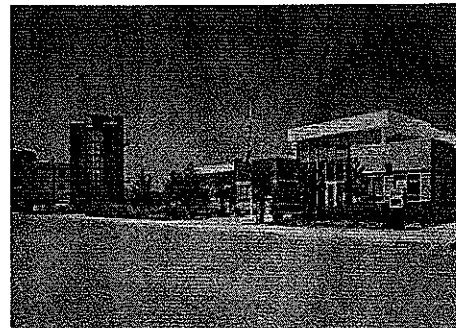
Industrial Technology/ Physical Education and Athletic Fields (Buildings and Fields)

Project total:
\$24,742,261
Year Completed:
2014



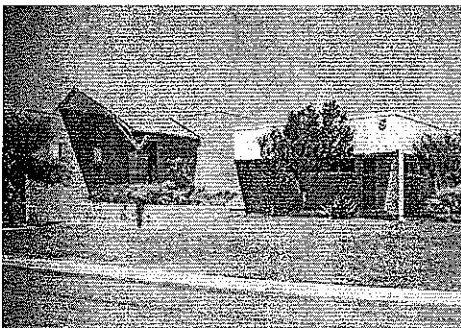
Childcare Center Addition

Project total:
\$8,371,957
Year Completed:
2013



Public Safety Training Complex

Project total:
\$39,002,728
Year Completed:
2017



Community Education Building

Project total:
\$1,971,485
Year Completed:
2007

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Annual Report

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