



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT FOUNDATION  
BOARD OF DIRECTORS REGULAR MEETING**

**AGENDA**

**Date/Time** : **Tuesday, March 5, 2019 - 8am**

**Location** : **Board Room #107**  
Rancho Santiago Community College District  
2323 North Broadway, Santa Ana, California 92706

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In compliance with the Ralph M. Brown Act, this Agenda is being posted and sent to you in advance of a scheduled meeting of the Board. All discussion, deliberation as well as action on these items needs to occur at the meeting, and should not be subject of either serial email communications outside of the agendized meeting, phone conversations or direct communications between or among Board members for the purpose of discussing or deliberating on any items.

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**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF THE AGENDA**

**Action may be taken by the Board of Directors on any item listed on this Agenda.**

- A. Amendments and Corrections (if any)
- B. Approval of Agenda

**IV. APPROVAL OF MINUTES – January 23, 2019 Regular Board Meeting**

- A. Corrections (if any)
- B. Approval of the Minutes

**V. PUBLIC COMMENTS**

At this time, members of the public may address the Board of Directors regarding any item within the subject matter jurisdiction of the Board, provided that no action may be taken on off-Agenda items unless authorized by law. Comments shall be limited to **three minutes** per person and twenty minutes for all comments, unless different time limits are set the President and approved by the Board.

*Members of the community and employees wishing to address the board are asked to complete a “Public Comment” form and submit it to the board’s executive assistant **prior** to the start of open session. Completion of the information on the form is voluntary.*

**FOUNDATION BOARD MEMBERS:**

Arianna Barrios • Kristin Crellin • Todd O. Litfin • Eddie Marquez • Richard Porras

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

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

**VI. EXECUTIVE DIRECTOR’S REPORT**

- A. Update on the Capability Building Contract between the Rancho Santiago Community College District Foundation and the Colleges of Excellence Company
- B. Update on Economic Development Projects

**VII. COLLEGE PRESIDENT’S REPORT**

**VIII. APPROVAL OF TREASURER’S REPORTS**

- A. Treasurer’s Reports – January 2019

**IX. BOARD MEMBER COMMENTS**

**X. CLOSED SESSION**

THE BOARD OF DIRECTORS WILL NOW BE MOVING INTO CLOSED SESSION. MATTERS TO BE DISCUSSED ARE THOSE PERMITTED BY GOVERNMENT CODE SECTIONS 54956.8, 54956.9, 54956.95, 54957, AND 54957.6 – PERSONNEL, LITIGATION, AND/OR REAL PROPERTY.

The following item will be discussed in closed session:

- A. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9(b), (c), and (d)(2) (1 case).

**XIV. RETURN TO OPEN SESSION**

Announcement of Action Taken in Closed Session As Required Under Brown Act and California Law

**XI. FUTURE MEETINGS**

Tuesday, June 4, 2019 8am – Board of Directors Annual and Regular Meeting

**XII. OTHER**

**XIII. ADJOURNMENT**

The next regular and annual meeting of the Board of Directors will be held on June 4, 2019 at 2323 North Broadway, Santa Ana, California 92706.

**Americans with Disabilities Act**

The Rancho Santiago Community College District Foundation (the “Foundation”) conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. A request for disability related modification or accommodation, in order to participate in a public meeting of the Foundation, shall be made to: Enrique Perez, J.D., Executive Director, Rancho Santiago Community College District Foundation, 2323 N. Broadway, Santa Ana, California 92706, (714) 480-7460.

Rancho Santiago Community College District  
 Fiscal Year: 2019

District Foundation  
 Balance Sheet  
 Year to Date Ending 01/31/2019

	Unrestricted Fund Fund 91, 92	Temporarily Restricted Fund Fund 97	Total All Funds
<b>ASSETS</b>			
Cash and Equivalents	103,231.57	202,514.75	305,746.32
<b>Total Assets</b>	<b>103,231.57</b>	<b>202,514.75</b>	<b>305,746.32</b>
<b>LIABILITIES</b>			
Accounts Payable	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>	<b>103,231.57</b>	<b>202,514.75</b>	<b>305,746.32</b>
<b>Total Liabilities and Net Assets</b>	<b>103,231.57</b>	<b>202,514.75</b>	<b>305,746.32</b>
	-	-	-

District Foundation  
Income Statement  
Year to Date Ending 01/31/2019

	Unrestricted Fund Fund 91, 92	Temporarily Restricted Fund Fund 97	Total All Funds
<b>REVENUES</b>			
Contributions, Gifts, Donations	\$ 4,000.00	\$ 50,000.00	\$ 54,000.00
Management Fees Revenue	5,000.00	-	5,000.00
Interest on Banks	247.28	-	247.28
<b>Total Revenues</b>	<b>\$ 9,247.28</b>	<b>\$ 50,000.00</b>	<b>\$ 59,247.28</b>
<b>EXPENDITURES</b>			
Supplies	\$ 86.15	\$ -	\$ 86.15
Contracted Services	355.60	-	355.60
Audit Fees	5,050.00	-	5,050.00
Other Licenses & Fees	60.00	-	60.00
Management Fees	-	5,000.00	5,000.00
<b>Total Expenditures</b>	<b>\$ 5,551.75</b>	<b>\$ 5,000.00</b>	<b>\$ 10,551.75</b>
<b>Revenues Over (Under) Expenditure</b>	<b>\$ 3,695.53</b>	<b>\$ 45,000.00</b>	<b>\$ 48,695.53</b>
<b>Beginning Net Asset Balance</b>	<b>\$ 99,536.04</b>	<b>\$ 157,514.75</b>	<b>\$ 257,050.79</b>
<b>Ending Net Asset Balance</b>	<b>\$ 103,231.57</b>	<b>\$ 202,514.75</b>	<b>\$ 305,746.32</b>

Summary of Activity

**REVENUE**

**Contributions, Gifts, Donations**

The Foundation received \$50,000 from Union Bank on 12/18/18. This is the third installment of the Advancing Community Forward grant for the SBDC Program. The restricted contribution was recorded in the Temporarily Restricted Fund. The Foundation received \$4,000 from Farmers & Merchants on 01/11/19. This unrestricted contribution was recorded in the Unrestricted Fund.

**Management Fees Revenue**

The Foundation's management fee is currently 10% and is applied to all restricted contributions received by the Foundation. Management fee revenue of \$5,000 was recognized on the Union Bank contribution and recorded as revenue in the Unrestricted Fund. The expense was recorded in the Temporarily Restricted Fund.

**Interest Income**

The Foundation currently has two bank accounts, Schools First and Farmers & Merchants. Cash in banks has generated \$247.28 from July 1, 2018 through January 31, 2019.

**EXPENDITURES**

Purchase of check stock	\$ 86.15
Can-Achieve Education Consultants	\$ 355.60
Audit fees paid to Clifton Larson Allen LLP	\$ 5,050.00
Annual CA Form 199 Fee paid to Franchise	\$ 10.00
Tax Board	
Annual Registration Renewal Fee paid to the Attorney General of CA	\$ 50.00
<b>Total Expenditures:</b>	<b>\$ 5,551.75</b>