

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

Draft Minutes - Annual Meeting

Tuesday, June 8, 2021 - 8 am via zoom

I. CALL TO ORDER

Dr. Marquez called the meeting to order at 8:54am.

II. ROLL CALL

Present: Dr. Marilyn Flores, Mr. Todd O. Litfin, Dr. Eddie Marquez, Mr. Marvin Martinez, Mr. Adam O'Connor, Mr. Andrew Patterson, Mr. Enrique Perez, Mr. Sal Tinajero, Mr. Craig Rutan, Mr. Roy Shahbazian, Mr. Jose F. Vargas via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20.
Guests: Mr. Jared Miller and Mr. Ralph Castellanos
Ms. Patricia Duenez was present as record keeper.

III. APPROVAL OF THE AGENDA

A. Amendments and Corrections (if any)

None were made.

B. Approval of Agenda

It was moved by Mr. Martinez; seconded by Dr. Marquez to approve the agenda. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, Mr. Patterson and Mr. Tinajero.

IV. PUBLIC COMMENTS

None were made; none submitted.

V. APPROVAL OF THE 2021-2022 Meeting Schedule

A. Amendments and Corrections (if any)

None were made.

B. Approval of the 2021-2022 Meeting Schedule (for discussion and/or action).*

It was moved by Dr. Marquez; seconded by Mr. Martinez to approve the meeting schedule. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, Mr. Patterson and Mr. Tinajero.

Dr. Marquez is not be available to attend the September meeting.

FOUNDATION BOARD MEMBERS:

Kristin Crellin • Juan M. Gonzalez • Todd O. Litfin • Eddie Marquez • Andrew Patterson • Sal Tinajero

Ex-Officio Voting Members: Marvin Martinez

Ex-Officio Non Voting Members: Dr. Marilyn Flores • Craig Rutan • Roy Shahbazian • Jose F. Vargas

Staff: Adam O'Connor • Enrique Perez

VI. ITEMS FOR DISCUSSION AND/OR ACTION

A. Election of Officers for the 2021-2022 year:

President: Dr. Marquez nominated for President.

Vice President: Mr. Gonzalez nominated for Vice President.

Secretary: Mr. Martinez nominated as Secretary.

Treasurer: Ms. Ingram nominated for Treasurer, pending approval of her appointment as Vice Chancellor at the June 21, 2021 Board of Trustees meeting.

It was moved by Mr. Litfin; seconded by Mr. Tinajero to approve nominations made. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, Mr. Patterson and Mr. Tinajero.

VII. FUTURE MEETINGS

Next annual meeting is scheduled for Tuesday, June 7, 2022 at 8am.

VIII. ADJOURNMENT

The next annual meeting of the Board of Directors will be held on June 7, 2022 at 2323 North Broadway, Santa Ana, California 92706.

Dr. Marquez called the meeting adjourned at 8:58am.

It was moved by Mr. Tinaero; seconded by Mr. Martinez

**supporting information attached*

Approved: _____

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

Draft Minutes

Tuesday, June 8, 2021 - 8 am via Zoom

I. CALL TO ORDER

Dr. Marquez called the meeting to order at 8:03am.

II. ROLL CALL

Present: Dr. Marilyn Flores, Mr. Todd O. Litfin, Dr. Eddie Marquez, Mr. Marvin Martinez, Mr. Adam O'Connor, Mr. Andrew Patterson, Mr. Enrique Perez, Mr. Sal Tinajero, Mr. Craig Rutan, Mr. Roy Shahbazian, Mr. Jose F. Vargas via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20.

Guests: Mr. Jared Miller and Mr. Ralph Castellanos
Ms. Patricia Duenez was present as record keeper.

III. APPROVAL OF THE AGENDA

A. Amendments and Corrections (if any)
None were made.

B. Approval of Agenda

It was moved by Mr. Martinez; seconded by Dr. Marquez to approve the agenda. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, Mr. Patterson and Mr. Tinajero.

IV. APPROVAL OF MINUTES – March 2, 2021 Regular Board Meetings*

A. Corrections (if any)
Non were made.

B. Approval of the Minutes

It was moved by Mr. Tinajero; seconded Mr. Martinez to approve the March 2, 2021 minutes. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, Mr. Patterson and Mr. Tinajero.

V. PUBLIC COMMENTS

None were made; none submitted.

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
Mr. Perez reported on status of project; summer projected for final payment.

FOUNDATION BOARD MEMBERS:

Kristin Crellin • Juan M. Gonzalez • Todd O. Litfin • Eddie Marquez • Andrew Patterson • Sal Tinajero

Ex-Officio Voting Members: Marvin Martinez

Ex-Officio Non Voting Members: Dr. Marilyn Flores • Craig Rutan • Roy Shahbazian • Jose F. Vargas

Staff: Adam O'Connor • Enrique Perez

B. 2021 – 2022 Budget & Activities

Mr. Perez **shared screen** of draft budget and reported on activities; a conservative budget.

C. Board Membership

Mr. Perez reported on new Board member on agenda for approval; Ms. Duenez **shared screen** of bio for Mr. John M. Gutierrez of OC Hospice.

D. Forensics Team – Update Report to Budget & Business Plan*

Mr. Perez introduced Professor Jared Miller.

Mr. Miller reported on background to Forensics Team; **shared screen** of presentation of Student and Coaches commitments and specialties; reported on competitions, tournaments and high school recruitment, minimal expenses due to limited travel; summer retentions efforts made by keeping in contact students. June is ending of last season and beginning of next season; June is a good month to prepare for the year round process. Reported on Goals & Objectives to establish stable pathway from High School to RSCCD; there is a potential of up to 200 students through program; the proposed budget would allow to create a competitive team and compete with top-level community colleges.

Discussion ensued on feeder high schools and activities of other coaches, scholarships being organized, scholarships received by SCC Forensics students, summer recruitment efforts being made, SAC role on district team and Faculty involvement. SCC has one section now but more class space would be needed to offer more days.

It was suggested that practices can alternate between campuses.

Mr. Martinez made importance for SAC to offer class; initial budget's purpose was seed dollars but eventually funding would come from colleges to support program as it is an academic program.

It was suggested for SAC's catalog course description read 'competitive speech and debate'.

Dr. Flores expressed that support from SAC Faculty is important. During pilot phase will reach out with Communications Dept. as there is notation that Communications Instructors assists Forensics Team.

VII. COLLEGE PRESIDENT'S REPORT

Dr. Flores: reported on summer and fall starting semester dates; May 17 SAC Foundation meeting, the Ed Arnold Golf Tournament and \$112,000 monies raised; scholarship ceremony, pinning ceremony for bachelor's degrees; Nursing ceremony and the transfer celebration.

Mr. Vargas: reported on enrollment, fall semester start date, commencement and invited members to attend SCC's commencement ceremony.

At 8:53am, a motion was made to pause the regular meeting and start the annual meeting to establish quorum as some members would need to leave meeting to attend following meetings.

At 8:58am, motion made to resume the regular meeting of the board.

Mr. Tinajero left the meeting at this time.

VIII. APPROVAL OF TREASURER'S REPORTS

- A. Treasurer's Reports – February, March, April 2021 (action to approve only).*
- Mr. O'Connor reported on Treasurer's Reports.
It was moved by Mr. Martinez, seconded by Dr. Marquez to approve the Treasurer's Reports as presented. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.

IX. ITEMS FOR DISCUSSION AND/OR ACTION

- A. Approval of new board member John M. Gutierrez, Owner, O.C. Hospice beginning June 8, 2021 for a term of 3 years (for discussion and/or action).
It was moved by Mr. Litfin; seconded by Mr. Patterson to approve new board member. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.
- B. Second Reading of Master Agreement template between RSCCD and its Three Auxiliary Foundations (for discussion and/or action).*
- Mr. Perez reported on master agreement and screen shared redlined version. A future meeting will bring to the agenda reimbursements of costs for staff and administrator salaries for dedicated time to the Foundation.
It was moved by Mr. Martinez; seconded by Dr. Marquez to approve the Second Reading of Master Agreement template. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.

Dr. Flores left the meeting at this time.

- C. Approval of the 2021-2022 Budget (for discussion and/or action).
It was moved by Mr. Litfin; seconded by Mr. Patterson to approve the 2021-2022 Budget. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.
Mr. Patterson thanked the board for support of Autism program.
- D. Accept Check from Autism Behavior Services Inc. for \$750 (for discussion and/or action).*
- It was moved by Mr. Litfin; seconded by Mr. Patterson to accept the check from Autism Behavior Services Inc. The motion was carried by the following vote: Mr. Litfin, Dr. Marquez, Mr. Martinez, and Mr. Patterson.
Mr. Perez thanked Mr. Patterson for donation and explained how partnership came about from Healthcare Roundtables held at district offices, hosted by Mr. Perez.
Mr. Vargas also thanked Mr. Patterson.

Mr. Vargas left the meeting at this time.

Mr. Patterson spoke to Autism Services and goal to partner with colleges for a career path in Analyst or Coordinator positions as starting points.
Mr. Perez will be hosting more Roundtables in future.

- E. Revision to Forensics Budget Proposal 2021-2022 (for discussion and/or action).*
- No action taken; an update Proposal will be brought back at next meeting.

X. BOARD MEMBER COMMENTS

Mr. Martinez commented on the Governor's announcement, the fall semester, classified staff returning to the office from remote on August 16 and managers returning on June 14. Clarity on the return to work plans is important.

Dr. Marquez provided comments on conflicting information from Governor Newsom and Cal/OSHA.

Mr. Patterson commented on state allocation of monies for DSP programs; uses Foundation as model for community colleges.

XI. FUTURE MEETINGS

Next regular meeting of the board is scheduled for Tuesday, September 7, 2021 at 8am.

Dr. Marquez is not be available to attend the September meeting.

XII. OTHER

A. 2021-2022 Conflict of Interest Statement

Dr. Marquez reminded members to fill out statements and forward to Ms. Duenez.

XIII. ADJOURNMENT

The next regular meeting of the Board of Directors will be held on September 7, 2021 at 2323 North Broadway, Santa Ana, California 92706.

Dr. Marquez called the meeting adjourned 9:14am.

It was moved by Dr. Marquez; seconded by Mr. Litfin.

**supporting information attached*

Approved: _____

Rancho Santiago Community College District
Fiscal Year: 2021

District Foundation
Balance Sheet
Year to Date Ending 05/31/2021

	Unrestricted Fund 91, 92	Temporarily Restricted Fund 97	Total All Funds
ASSETS			
Cash and Equivalents	\$ 307,687.01	\$ 204,314.75	\$ 512,001.76
Total Assets	\$ 307,687.01	\$ 204,314.75	\$ 512,001.76
LIABILITIES			
Accounts Payable	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
NET ASSETS	\$ 307,687.01	\$ 204,314.75	\$ 512,001.76
Total Liabilities and Net Assets	\$ 307,687.01	\$ 204,314.75	\$ 512,001.76

**District Foundation
Income Statement
Year to Date Ending 05/31/2021**

	<u>Unrestricted Fund 91, 92</u>	<u>Temporarily Restricted Fund 97</u>	<u>Total All Funds</u>
REVENUES			
Contributions, Gifts, Donations	\$ 750.00	\$ 2,750.00	\$ 3,500.00
Contracted Services Revenues	800.00	-	800.00
Management Fees Revenue	275.00	-	275.00
Interest on Banks	2,444.09	-	2,444.09
Total Revenues	\$ 4,269.09	\$ 2,750.00	\$ 7,019.09
EXPENDITURES			
SBDC Program	\$ -	\$ 36,000.00	\$ 36,000.00
Sponsorships	8,500.00	-	8,500.00
Audit Fees	5,000.00	-	5,000.00
Behavior Tech Cert Program	-	675.00	675.00
Management Fees	-	275.00	275.00
Other Licenses & Fees	20.00	-	20.00
Total Expenditures	\$ 13,520.00	\$ 36,950.00	\$ 50,470.00
Revenues Over (Under) Expenditure	\$ (9,250.91)	\$ (34,200.00)	\$ (43,450.91)
Beginning Net Asset Balance	\$ 316,937.92	\$ 238,514.75	\$ 555,452.67
Ending Net Asset Balance	\$ 307,687.01	\$ 204,314.75	\$ 512,001.76

SUMMARY OF ACTIVITIES:

RESTRICTED REVENUES

Contributions, Gifts, Donations

The Foundation received \$2,000 from CDC Small Business Finance in October 2020 for the SBDC. The Foundation also received \$750 from Autism Behavior Services Inc. in April 2021 for advertising of RSCCD's behavior technician program. These restricted contributions were recorded in the Temporarily Restricted Fund.

UNRESTRICTED REVENUES

Contributions, Gifts, Donations

The Foundation received \$750 from Farmers & Merchants Bank in December 2020. This unrestricted contribution was recorded in the Unrestricted Fund.

Contracted Services Revenue

The Foundation generated \$800 from contract education. Training services were provided to Teletrac Navman.

Management Fees Revenue

The Foundation's management fee is currently 10% and is applied to all restricted contributions. Management fee revenue of \$200 from the CDC Small Business Finance contribution and \$75 from the Autism Behavior Services Inc contribution were recognized and recorded as revenue in the Unrestricted Fund. The expense was recorded in the Temporarily Restricted Fund.

Interest Income

The Foundation has one bank account with Farmers & Merchants. Cash in banks has generated \$2,444.09 from July 1, 2020 through May 31, 2021.

DISBURSEMENTS

	Fund 91, 92	Fund 97
SBDC Program	\$ -	\$ 36,000.00
Management Fee	-	275.00
Sponsorship at Candidates Forum	1,500.00	-
Sponsorship at Virtual State of the City	5,000.00	-
Eide Bailly LLP Audit Fees	5,000.00	-
CA Secretary of State SI-100 Form	20.00	-
Difference Makers Scholarship Sponsor	2,000.00	-
Behavior Technician Cert Program	-	675.00
Total Disbursements:	\$ 13,520.00	\$ 36,950.00

Rancho Santiago Community College District
Fiscal Year: 2021

District Foundation
Balance Sheet
Year to Date Ending 06/30/2021

	Unrestricted Fund 91, 92	Temporarily Restricted Fund 97	Total All Funds
ASSETS			
Cash and Equivalents	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30
Total Assets	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30
LIABILITIES			
Accounts Payable	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
NET ASSETS	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30
Total Liabilities and Net Assets	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30

Rancho Santiago Community College District
Fiscal Year: 2021

District Foundation
Income Statement
Year to Date Ending 06/30/2021

	Unrestricted Fund 91, 92	Temporarily Restricted Fund 97	Total All Funds
REVENUES			
Contributions, Gifts, Donations	\$ 750.00	\$ 3,250.00	\$ 4,000.00
Contracted Services Revenues	800.00	-	800.00
Management Fees Revenue	275.00	-	275.00
Interest on Banks	2,654.63	-	2,654.63
Total Revenues	\$ 4,479.63	\$ 3,250.00	\$ 7,729.63
EXPENDITURES			
SBDC Program	\$ -	\$ 36,000.00	\$ 36,000.00
Sponsorships	8,500.00	-	8,500.00
Legal	402.00	-	402.00
Audit Fees	5,000.00	-	5,000.00
Behavior Tech Cert Program	-	675.00	675.00
Management Fees	-	275.00	275.00
Award - Classified Employee of the Year	-	500.00	500.00
Other Licenses & Fees	20.00	-	20.00
Dues & Memberships	1,035.00	-	1,035.00
Total Expenditures	\$ 14,957.00	\$ 37,450.00	\$ 51,372.00
Revenues Over (Under) Expenditure	\$ (10,477.37)	\$ (34,200.00)	\$ (44,677.37)
Beginning Net Asset Balance	\$ 316,937.92	\$ 238,514.75	\$ 555,452.67
Ending Net Asset Balance	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30

SUMMARY OF ACTIVITIES:**RESTRICTED REVENUES****Contributions, Gifts, Donations**

The Foundation received \$2,000 from CDC Small Business Finance in October 2020 for the SBDC. The Foundation also received \$750 from Autism Behavior Services Inc. in April 2021 for advertising of RSCCD's behavior technician program. The Foundation received \$500 in June 2021 from Schools First Federal Credit Union Bank for the classified employee of the year. These restricted contributions were recorded in the Temporarily Restricted Fund.

UNRESTRICTED REVENUES**Contributions, Gifts, Donations**

The Foundation received \$750 from Farmers & Merchants Bank in December 2020. These unrestricted contributions were recorded in the Unrestricted Fund.

Contracted Services Revenue

The Foundation generated \$800 from contract education. Training services were provided to Teletrac Navman.

Management Fees Revenue

The Foundation's management fee is currently 10% and is applied to all restricted contributions. Management fee revenue of \$200 from the CDC Small Business Finance contribution and \$75 from the Autism Behavior Services Inc contribution were recognized and recorded as revenue in the Unrestricted Fund. The expense was recorded in the Temporarily Restricted Fund.

Interest Income

The Foundation has one bank account with Farmers & Merchants. Cash in banks has generated \$2,654.63 from July 1, 2020 through June 30, 2021.

DISBURSEMENTS

	Fund 91, 92	Fund 97
SBDC Program	\$ -	\$ 36,000.00
Management Fee	-	275.00
Sponsorship at Candidates Forum	1,500.00	-
Sponsorship at Virtual State of the City	5,000.00	-
Eide Bailly LLP Audit Fees	5,000.00	-
CA Secretary of State SI-100 Form	20.00	-
Difference Makers Scholarship Sponsor	2,000.00	-
Behavior Technician Cert Program	-	675.00
Classified Employee of the Year Award	-	500.00
AlvaradoSmith Legal Expense	402.00	
Membership Dues, Chamber of Commerce	1,035.00	
Total Disbursements:	\$ 14,957.00	\$ 37,450.00

Rancho Santiago Community College District
Fiscal Year: 2022

District Foundation
Balance Sheet
Year to Date Ending 07/31/2021

	Unrestricted Fund 91, 92	Temporarily Restricted Fund 97	Total All Funds
ASSETS			
Cash and Equivalents	\$ 306,678.08	\$ 204,314.75	\$ 510,992.83
Total Assets	\$ 306,678.08	\$ 204,314.75	\$ 510,992.83
LIABILITIES			
Accounts Payable	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
NET ASSETS	\$ 306,678.08	\$ 204,314.75	\$ 510,992.83
Total Liabilities and Net Assets	\$ 306,678.08	\$ 204,314.75	\$ 510,992.83

**District Foundation
 Income Statement
 Year to Date Ending 07/31/2021**

	<u>Unrestricted Fund 91, 92</u>	<u>Temporarily Restricted Fund 97</u>	<u>Total All Funds</u>
REVENUES			
Interest on Banks	\$ 217.53	\$ -	217.53
Total Revenues	<u>\$ 217.53</u>	<u>\$ -</u>	<u>\$ 217.53</u>
EXPENDITURES			
None	\$ -	\$ -	\$ -
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Revenues Over (Under) Expenditure	\$ 217.53	\$ -	\$ 217.53
Beginning Net Asset Balance	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30
Ending Net Asset Balance	<u>\$ 306,678.08</u>	<u>\$ 204,314.75</u>	<u>\$ 510,992.83</u>

SUMMARY OF ACTIVITIES:

UNRESTRICTED REVENUES

Interest Income

The Foundation has one bank account with Farmers & Merchants. Cash in banks has generated \$217.53 from July 1, 2021 through July 31, 2021.

DISBURSEMENTS

None

Total Disbursements:

	<u>Fund 91, 92</u>	<u>Fund 97</u>
	\$ -	\$ -
	<u>\$ -</u>	<u>\$ -</u>

Rancho Santiago Community College District
Fiscal Year: 2022

District Foundation
Balance Sheet
Year to Date Ending 08/31/2021

	Unrestricted Fund 91, 92	Temporarily Restricted Fund 97	Total All Funds
ASSETS			
Cash and Equivalents	\$ 306,895.36	\$ 204,314.75	\$ 511,210.11
Total Assets	\$ 306,895.36	\$ 204,314.75	\$ 511,210.11
LIABILITIES			
Accounts Payable	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
NET ASSETS	\$ 306,895.36	\$ 204,314.75	\$ 511,210.11
Total Liabilities and Net Assets	\$ 306,895.36	\$ 204,314.75	\$ 511,210.11

**District Foundation
 Income Statement
 Year to Date Ending 08/31/2021**

	Unrestricted Fund 91, 92	Temporarily Restricted Fund 97	Total All Funds
REVENUES			
Interest on Banks	\$ 434.81	\$ -	434.81
Total Revenues	\$ 434.81	\$ -	\$ 434.81
EXPENDITURES			
None	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -
Revenues Over (Under) Expenditure	\$ 434.81	\$ -	\$ 434.81
Beginning Net Asset Balance	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30
Ending Net Asset Balance	\$ 306,895.36	\$ 204,314.75	\$ 511,210.11

SUMMARY OF ACTIVITIES:

UNRESTRICTED REVENUES

Interest Income

The Foundation has one bank account with Farmers & Merchants. Cash in banks has generated \$434.81 from July 1, 2021 through August 31, 2021.

DISBURSEMENTS

None

Total Disbursements:

	Fund 91, 92	Fund 97
	\$ -	\$ -
	\$ -	\$ -

Rancho Santiago Community College District
Fiscal Year: 2022

District Foundation
Balance Sheet
Year to Date Ending 09/30/2021

	<u>Unrestricted Fund 91, 92</u>	<u>Temporarily Restricted Fund 97</u>	<u>Total All Funds</u>
ASSETS			
Cash and Equivalents	\$ 297,302.72	\$ 204,314.75	\$ 501,617.47
Total Assets	<u>\$ 297,302.72</u>	<u>\$ 204,314.75</u>	<u>\$ 501,617.47</u>
LIABILITIES			
Accounts Payable	\$ -	\$ -	\$ -
Total Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
NET ASSETS	<u>\$ 297,302.72</u>	<u>\$ 204,314.75</u>	<u>\$ 501,617.47</u>
Total Liabilities and Net Assets	<u><u>\$ 297,302.72</u></u>	<u><u>\$ 204,314.75</u></u>	<u><u>\$ 501,617.47</u></u>

**District Foundation
 Income Statement
 Year to Date Ending 09/30/2021**

	<u>Unrestricted Fund 91, 92</u>	<u>Temporarily Restricted Fund 97</u>	<u>Total All Funds</u>
REVENUES			
Interest on Banks	\$ 642.17	\$ -	642.17
Total Revenues	\$ 642.17	\$ -	\$ 642.17
EXPENDITURES			
Sponsorships	\$ 8,800.00	\$ -	\$ 8,800.00
Awards	1,000.00	-	1,000.00
Total Expenditures	\$ 9,800.00	\$ -	\$ 9,800.00
Revenues Over (Under) Expenditure	\$ (9,157.83)	\$ -	\$ (9,157.83)
Beginning Net Asset Balance	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30
Ending Net Asset Balance	\$ 297,302.72	\$ 204,314.75	\$ 501,617.47

SUMMARY OF ACTIVITIES:

UNRESTRICTED REVENUES

Interest Income

The Foundation has one bank account with Farmers & Merchants. Cash in banks has generated \$642.17 from July 1, 2021 through September 30, 2021.

DISBURSEMENTS

	<u>Fund 91, 92</u>	<u>Fund 97</u>
Sponsorship at Vision Makers Breakfast	\$ 300.00	\$ -
Sponsorship at State of the City	8,500.00	-
RSCCD Diversity Award (Junko Ishikawa)	1,000.00	-
Total Disbursements:	\$ 9,800.00	\$ -

Rancho Santiago Community College District
Fiscal Year: 2022

District Foundation
Balance Sheet
Year to Date Ending 10/31/2021

	Unrestricted Fund 91, 92	Temporarily Restricted Fund 97	Total All Funds
ASSETS			
Cash and Equivalents	\$ 297,115.70	\$ 204,314.75	\$ 501,430.45
Total Assets	\$ 297,115.70	\$ 204,314.75	\$ 501,430.45
LIABILITIES			
Accounts Payable	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
NET ASSETS	\$ 297,115.70	\$ 204,314.75	\$ 501,430.45
Total Liabilities and Net Assets	\$ 297,115.70	\$ 204,314.75	\$ 501,430.45

**District Foundation
Income Statement
Year to Date Ending 10/31/2021**

	<u>Unrestricted Fund 91, 92</u>	<u>Temporarily Restricted Fund 97</u>	<u>Total All Funds</u>
REVENUES			
Interest on Banks	\$ 855.15	\$ -	855.15
Total Revenues	\$ 855.15	\$ -	\$ 855.15
EXPENDITURES			
Sponsorships	\$ 9,200.00	\$ -	\$ 9,200.00
Awards	1,000.00	-	1,000.00
Total Expenditures	\$ 10,200.00	\$ -	\$ 10,200.00
Revenues Over (Under) Expenditure	\$ (9,344.85)	\$ -	\$ (9,344.85)
Beginning Net Asset Balance	\$ 306,460.55	\$ 204,314.75	\$ 510,775.30
Ending Net Asset Balance	\$ 297,115.70	\$ 204,314.75	\$ 501,430.45

SUMMARY OF ACTIVITIES:

UNRESTRICTED REVENUES

Interest Income

The Foundation has one bank account with Farmers & Merchants. Cash in banks has generated \$855.15 from July 1, 2021 through October 31, 2021.

DISBURSEMENTS

	<u>Fund 91, 92</u>	<u>Fund 97</u>
Sponsorship at Vision Makers Breakfast	\$ 300.00	\$ -
Sponsorship at State of the City	8,500.00	-
RSCCD Diversity Award (Junko Ishikawa)	1,000.00	-
Sponsorship at 2021 Somos HEEF	400.00	
Total Disbursements:	\$ 10,200.00	\$ -

Marianela Silva, CFP® Financial Advisor, First Vice-President, Investment Officer has over 15 years of experience in the financial services industry. Marianela prides herself in building trusting relationships with her clients and believes in a comprehensive approach for preservation and growth of wealth. She developed her investment strategy to provide holistic advice around investments, retirement, and estate planning. She established trusted partnerships with attorneys and CPAs to provide her clients added value and resources. In addition, she is a fluent Spanish speaker and serves the needs of her diverse community.

Prior to joining Wells Fargo Advisors, Marianela began her career at Merrill Lynch as a client associate. Over the years, she saw the need for education around investments in the community as well as within her own circle of family and friends. As a daughter of immigrants and an immigrant herself, she saw the gap in investment education firsthand. This along with her three years of teaching junior high led her to develop an educational approach that helps clients understand the fundamentals of the investment process in order to create a path for financial well-being and success.

Marianela has dedicated time advocating for families with special needs children and helping parents understand special needs trust administration. She currently serves as secretary of the Latino Advisory Council for CHOC Children's Foundation. Through her board work, she hopes to raise awareness and provide support for key health initiatives impacting the Latino community. Marianela also serves on the board of directors of the Delhi Center in Santa Ana. Delhi Center is dedicated to providing programs in health, financial literacy, and education to parents and children in the local community. As an active member of her community, Marianela plans to continue building partnerships to provide support, education, and resources for business owners.

Marianela is a resident of Corona where she lives with her two boys, Diego and David. She enjoys traveling, cooking, and quality family time. Most of her weekends are spent watching her boys play on the soccer field.

Marianela (Nela) Silva, CFP®
Financial Advisor
First Vice President, Investment Officer

Wells Fargo Advisors
2700 N. Main St.
Santa Ana, CA 92705
Office 714-569-0833
Fax 866-558-4198 (fax)
✉ marianela.silva@wellsfargo.com
: <https://fa.wellsfargoadvisors.com/marianela-silva/>.
CA Insurance Lic # 0G89160

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NOT FDIC Insured	NO Bank Guarantee	MAY Lose Value
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June 15, 2021

Marvin Martinez, Chancellor
Rancho Santiago Community College District Foundation
2323 N. Broadway, Ste 410
Santa Ana, Ca 92706

Dear Marvin Martinez,

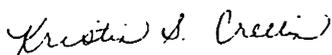
SchoolsFirst Federal Credit Union is pleased to support Rancho Santiago Community College District Foundation with a donation in the amount of \$500.00 for the District Operations Classified Employee of the Year. Enclosed is a check for this commitment.

Our relationship with the Rancho Santiago Community College District Foundation is one the credit union values and is always looking to enhance in order to make it most beneficial for your organization and our core Membership—school employees. It is through support such as yours, and our educational community partners, that we're able to ensure beneficial growth and focus on delivering world-class financial products and services to school employees and their immediate family members as we build the future for those who build the future.

It is a pleasure working with you and I look forward to our increased collaboration in service to the Rancho Santiago Community College District Foundation and our many school employee Members of the Credit Union.

In the event you would like to acknowledge the credit union's donation, I respectfully request it be addressed to our President and CEO, Mr. Bill Cheney, at the address noted on this letterhead. As always, if you have any questions regarding the enclosed donation, or if I can be of any further assistance, please contact me at my direct line at 714.466.8400.

Sincerely,



Kristin S. Crellin
Senior Vice President, Community & Membership Development

Enclosure

THIS DOCUMENT HAS A TRUE WATERMARK. THE FRONT OF THE DOCUMENT HAS A MICRO-PRINT SIGNATURE LINE. ABSENCE OF THESE FEATURES WILL INDICATE A COPY.

SCHOOLS FIRST
FEDERAL CREDIT UNION

Attn: Accounts Payable
15442 Newport Ave.
Tustin, CA 92780
(714) 258-4000
accounts payable@schoolsfirstcu.org

ACCOUNTS PAYABLE CHECK

225268

49-55
1031

03 000225268

06/10/21

Pay *** FIVE HUNDRED DOLLARS AND 00 CENTS ***

500.00

To The
Order Of: **RSCCD FOUNDATION**

DRAWER: SCHOOLSFIRST FEDERAL CREDIT UNION

 MP

ISSUED BY: MONEYGRAM PAYMENT SYSTEMS, INC.
P.O. BOX 9476, MINNEAPOLIS, MN 55480
DRAWEE: BOKF, NA
EUFAULA, OK

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Building the future through quality education

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June 8, 2021

Enrique Perez, J.D.
Executive Director
RSCCD Foundation
2323 N. Broadway
Santa Ana, CA 92706

Dear Enrique,

Each year the Rancho Santiago Community College District honors its classified employees during Classified Employee Week. In addition, the district selects a classified employee who works in district operations to receive the District Operations Classified Employee of the Year Award. We are writing to request that the RSCCD Foundation fund an award of \$500 to be given to this year's recipient.

Glenn Lott, who works in ITS, has been selected as this year's District Operations Classified Employee of the Year. Glenn is a very deserving employee and we would appreciate the RSCCD Foundation's support in honoring Glenn.

Thank you for your consideration of this request. We will be honoring Glenn at the June 21, 2021 Board of Trustees meeting and would appreciate the check being delivered to Debra Gerard in my office by June 18 so we may send the check to the recipient with his certificate.

If you should have any questions or require anything further, please contact us. We look forward to hearing from you.

Sincerely,

Marvin Martinez
Chancellor

BOARD OF TRUSTEES:

Tina Arias Miller, Ed.D. • David Crockett • John R. Hanna • Zeke Hernandez • Lawrence "Larry" R. Labrado • Sal Tinajero • Phillip C. Yarbrough

CHANCELLOR:

Marvin Martinez

From: [Gerard, Debra](#) on behalf of [Martinez, Marvin](#)
To: [# All District Office Email Users](#)
Subject: 2021 District Operations Classified Employee of the Year.
Date: Tuesday, June 15, 2021 2:41:46 PM

Colleagues,

It is my pleasure to announce that Glenn Lott, Technical Specialist I in the ITS Department, has been selected as the District Operations Classified Employee of the Year for 2021. Glenn works in the Information Technology Services department assisting district office staff with their computing and technology needs.

The board of trustees will honor Glenn, along with the SAC and SCC classified employees of the year, at their meeting on Monday, June 21, 2021 which will be held via Zoom. We invite you to attend the meeting virtually and show your support for Glenn. Here is the Zoom link to the board meeting: <https://cccconfer.zoom.us/j/560964295>

Please join me in congratulating Glenn on this well-deserved honor.

Marvin Martinez

Chancellor

Rancho Santiago Community College District

To the Office of the Chancellor;

I am pleased to nominate Glenn Lott, Technical Specialist I with the District Office ITS Department, for the Rancho Santiago Community College District (RSCCD) – District Operations Classified Employee Award. Glenn Lott has served the district with continued valor and dedication since August 23, 2016. During this time, Glenn has proven to be a dedicated employee and continual source of knowledge for all colleagues that he interacts with.

During my last two years of managing Glenn, I have personally experienced the dedication and standard of excellence that Glenn not only demands of himself, but of those around him. I have received many notes of praise regarding Glenn's attention to detail and willingness to go above and beyond the call of duty. The covid-19 pandemic has presented challenges to everyone in varying capacities, and through it all Glenn has remained steadfast and continued to exemplify his dedication and work ethic. While adhering to the district's standard of safety and conduct, Glenn has continued to serve as the onsite District Office ITS resource to facilitate the needs of all staff who have remained onsite and those working remotely. Glenn's role as the primary technical resource for all desktop related matters has been a critical component during the covid-19 pandemic. Not only does Glenn have to support onsite computing resources, but he also has to support the remote staff and their technology to maintain operations while working in a remote capacity. Due to the nature of Glenn's job duties, we came up with a work plan at the onset of pandemic that would allow him to remain onsite daily. With the exception of the first few days of the pandemic when we were all required to remain working in a remote capacity, Glenn has been onsite daily to serve his colleagues.

As the sole Technical Specialist, I at the District Office, Glenn is directly responsible for all matters related to desktop/laptop/tablet/peripheral hardware, software and audio & visual related technologies to name a few. Serving the needs of the executive, management and fellow classified team members requires a dynamic mix of professional acumen to address their unique needs.

Despite the overwhelming amount of work that we are all asked to complete, Glenn consistently finds ways to help his co-workers and other departments throughout the district office. His willingness to assist others and his commitment to educating the RSCCD district employees is unequalled. Staff members from many other teams have all noted that Glenn is thorough and provides great service and he consistently follows-through.

It is with great pleasure that I respectfully submit this nomination for Glenn to be recognized with the Rancho Santiago Community College District (RSCCD) – District Operations Classified Employee Award.

Sincerely,

A handwritten signature in black ink, appearing to read 'B. Dane Clacken', with a stylized flourish at the end.

B. Dane Clacken

Director, Technology Infrastructure and Support Services | ITS

RSCCD FOUNDATION

VENDOR NO: 2264736 NAME: GLENN C. LOTT

CHECK NO: 0014767
CHECK DATE: 06/17/21

ACCCOUNT	PO NUMBER	INVOICE NUMBER	NET AMOUNT	DESCRIPTION
91_9042_910000_54112_5805		20/21 CL AWARD		20/21 CL AWARD WINNER
TOTAL			500.00	

RSCCD FOUNDATION
2323 North Broadway
Santa Ana, CA 92706

Farmers and Merchants Bank
5101 Lakewood Blvd, Lakewood, CA 90712
90-119/1222

CHECK NO: 0014767

PAY
FIVE HUNDRED & 00/100

Date 06/17/21

TO THE ORDER OF GLENN C. LOTT
2323 N. Broadway #250
Santa Ana CA 92706

Amount *****500.00

RSCCD FOUNDATION

VENDOR NO: 2264736 NAME: GLENN C. LOTT

CHECK NO: 0014767
CHECK DATE: 06/17/21

ACCCOUNT	PO NUMBER	INVOICE NUMBER	NET AMOUNT	DESCRIPTION
91_9042_910000_54112_5805		20/21 CL AWARD		20/21 CL AWARD WINNER
TOTAL			500.00	

THIS CHECK IS VOID WITHOUT A BLUE & RED BACKGROUND AND A WATERMARK - HOLD UP TO THE LIGHT TO VERIFY

VOID UNLESS PRESENTED WITHIN 6 MONTHS

RSCCD FOUNDATION

2323 North Broadway
Santa Ana, CA 92706

Farmers and Merchants Bank
5101 Lakewood Blvd, Lakewood, CA 90712
90-119/1222

CHECK NO: 0014767

PAY
FIVE HUNDRED & 00/100

Date 06/17/21

TO THE ORDER OF GLENN C. LOTT
2323 N. Broadway #250
Santa Ana CA 92706

Amount *****500.00



AUTHORIZED SIGNATURES REQUIRED

CHECK IS PRINTED ON SECURITY PAPER WHICH INCLUDES A MICROPRINT BORDER & FLUORESCENT FIBERS

⑈014767⑈ ⑆122201198⑆ 06 07390 5⑈ 08

Duenez, Patricia

From: Duenez, Patricia
Sent: Wednesday, September 1, 2021 12:31 PM
To: Duenez, Patricia
Subject: Junko Ishikawa RSCCD Diversity Award FW: 07/12/2021 Board of Trustees Meeting

From: Gerard, Debra
Sent: Friday, July 9, 2021 12:47 PM
To: Ishikawa, Junko <Ishikawa_Junko@sac.edu>
Cc: Martinez, Marvin <Martinez_Marvin@rsccd.edu>; Lucarelli, Anita <Lucarelli_Anita@rsccd.edu>
Subject: 07/12/2021 Board of Trustees Meeting

Junko,

Congratulations on being the recipient of the RSCCD Diversity Award! We are pleased that you are able to join us at the RSCCD Board of Trustees meeting to be held on Monday, July 12, 2021. The meeting begins at 4:30 p.m. and your recognition will be at the beginning of the meeting following the procedural matters (highlighted on page 2 of the attached agenda). The meeting will be conducted via Zoom and we are writing to provide you to the link to the meeting. Once you join the meeting, we will ensure that you are moved to be a meeting participant and able to speak after your recognition.

Here is the Zoom link:

<https://cccconfer.zoom.us/j/560964295>
600-900-6683 / 560 964 295

If you should have any problems with the link or questions about the meeting or your recognition, please contact us. I can be reached on my cell at 714-813-5210.

Congratulations, again!

Debra Gerard

Executive Assistant to the Chancellor
Rancho Santiago Community College District
gerard_debra@rsccd.edu | 714-480-7450 (office)

Duenez, Patricia

From: Rabii, Narges
Sent: Monday, May 17, 2021 1:14 PM
To: Rabii, Narges
Subject: Annual Diversity Award, \$1000 prize

Dear Colleagues,

We are excited to celebrate, acknowledge and recognizes employees that have given their time and effort to advance diversity, equity, and inclusion at RSCCD and in our surrounding community.

As has always been the case, this work is vital as we build and improve our community together.

You may self-nominate. Please submit your packet (see criteria below) by **May 21, 2021**.

Annual RSCCD Board of Trustees Diversity Award Criteria

Overview:

The Rancho Santiago Community College District Award will recognize one staff or faculty member who demonstrates diversity and inclusion through exemplary leadership. RSCCD will recognize the accomplishments of someone who expands the concept of diversity and equity throughout the higher education community. This award shall be given to someone who supports activities, programs, and projects that that encourage others to get involved in diversity efforts intra-departmentally and throughout the institution.

Eligibility:

- Candidates must be currently employed by RSCCD, either full-time or part-time
- Candidates primary job responsibilities must not be directly related to diversity and inclusion
- Candidates can self-nominate or be nominated by a colleague

Criteria for selection:

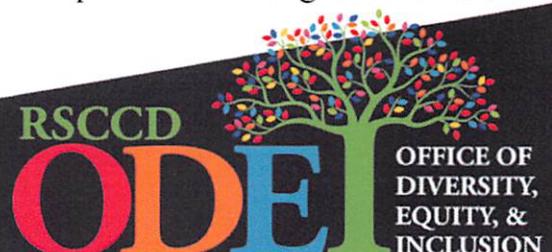
- A cover letter on why you should be nominated for this award
- 1-2-page CV or resume
- A personal statement (limit of 1000 words) describing accomplishments related to diversity
- Demonstrates RSCCD Board of Trustees' core values of diversity, equity, and inclusion by recognizing the importance of diverse viewpoints, equitable learning, and promoting the richness of our cultures

Selection Process:

The Chancellor and Board of Trustees will grant the annual award.

Award:

Winner will receive a \$1,000 award and achievement will be publicized throughout the RSCCD community.





chancellor's UPDATE

November 30, 2020



Dear Colleagues,

I am excited to announce the unveiling of the RSCCD Diversity Initiatives, which are part of the organization's larger commitment to our students and community. We are guided by the Rancho Santiago Community College Board of Trustees' Resolution affirming the District's commitment to actively strategize and take action against structural racism (Resolution 20-10).

In the last few months, we have been tirelessly working to improve our practices and policies regarding diversity, equity and inclusion. Our mission is to amplify and embrace everyone's voice in order to push forward a more equitable agenda for all stakeholders, and to build a more diverse and inclusive community.

The Diversity Initiatives include the following:



Initiative

Goals and Objectives

Establishment of the Office of Diversity, Equity and Inclusion (ODEI)

Recognize the importance of diverse viewpoints, equitable learning, and promoting the richness of our cultures. Attract and retain diverse individuals. Listen, educate, advance professional development, and afford every stakeholder a voice.

The Rancho Academy

Identify, educate and, ultimately, advocate for the hiring of diverse faculty and managers interested in a career in the California Community College System.

Diversity and Equal Opportunity Training

Implement a three-year plan that will focus on providing innovative training programs for employees to raise their racial, social, and cultural competencies. This will include developing, reviewing and ensuring the following: inclusive policies in hiring, retention and procedures in recruitment, codes of conduct, and identify, recruit and retain diverse candidates.

The Management's Edge

Establish a professional development series for all current and upcoming managers.

Districtwide Climate Polling	Assess and monitor the district climate on diversity, equity and inclusion in order to benchmark the optimal leadership landscape, and illuminate the opportunities companies have to promote diversity, cultivate talent, and improve performance.
The Diversity Award	Recognize one employee who demonstrates diversity and inclusion through exemplary leadership. RSCCD will celebrate the accomplishments of someone who expands the concept of diversity and equity throughout the higher education community.
The ODEI- Advisory Committee	Gathering of the working group of employees who are the "Ambassadors of Diversity" and share in the vision and mission of diversifying the workplace through creativity and innovation on various projects.
The Chancellor's Circle	Schedule monthly meetings with the following groups: Students, Staff and Community Members. The hour-long meetings are aimed at connecting with each constituent group to discuss challenges, concerns and victories. The meetings will be scheduled beginning in March 2021.

The Office of Diversity, Equity and Inclusion will need your help and involvement. We need mentors for the Rancho Academy, architects and authors for trainings, participation in climate polling, and support for our renewed focus on building and promoting diversity programs at RSCCD. Please visit the newly created Diversity Initiatives @ www.rscdd.edu/odei for more information.

I want to thank the tireless work and support of the current Diversity Inclusion Group:

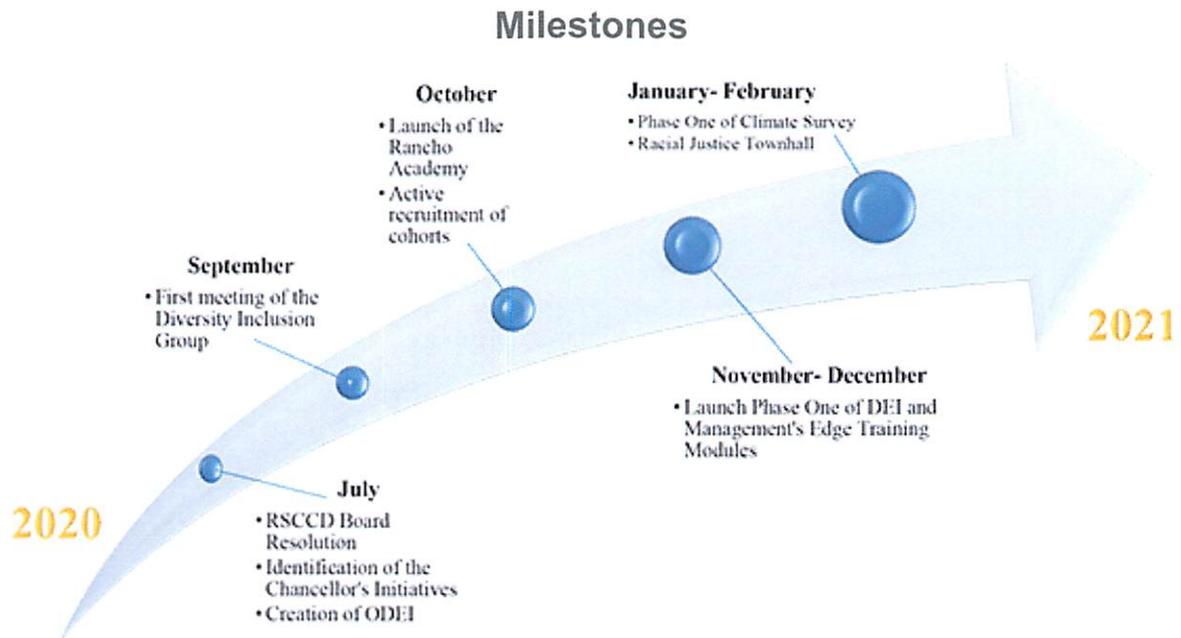
Morrie Barembaum	Sabrina Evans	Daniel Oase
Talia Chatterfield	Amelia Guesman	Stephanie Paramore
Deisy Covarrubias	Vaniethia Hubbard	Rachel Petrocelli
Cale Crammer	Lorrie Jordan	Nga Pham
Jennifer Coto	Jim Kennedy	Barry Resnick
Irma Delatorre	Chantelle Lamourelle	Syed Rizvi
Maria De La Cruz	Regina Lamourelle	Mark Smith
Melanie Del Carpio	Kelvin Leeds	Sheena Tran
Sue Denim	Lance Lockwood	Christine Umali-Kopp

Darlene Diaz

Krystal Meier

Yanina Valdós

Jean Estevez



Details on additional upcoming Diversity, Equity and Inclusion initiatives and programming can be found at www.rsccd.edu/odei.

Marvin Martinez
Chancellor

The Chancellor's Update is an e-newsletter distributed by the Rancho Santiago Community College District Chancellor's Office to inform district employees. If you have a question, comment or would like to provide feedback, **please send us an email.**

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VOID UNLESS PRESENTED WITHIN 6 MONTHS

CHECK NO: 0014772

RSCCD FOUNDATION

2323 North Broadway
Santa Ana, CA 92706

Farmers and Merchants Bank
5101 Lakewood Blvd, Lakewood, CA 90712
90-119/1222

Date	09/08/21
Amount	*****1,000.00

PAY

ONE THOUSAND & 00/100

TO THE ORDER OF JUNKO ISHIKAWA
C/O Santa Ana College
1530 W 17th St. #Jsc 208
Santa Ana CA 92706



 AUTHORIZED SIGNATURES REQUIRED

CHECK IS PRINTED ON SECURITY PAPER WHICH INCLUDES A MICROPRINT BORDER & FLUORESCENT FIBERS

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