



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

Rancho Santiago Community College District - Hybrid: in person & virtual by zoom

Tuesday, June 6, 2023 - 8 am

Minutes

I. CALL TO ORDER

The hybrid meeting was called to order at 8:12 am by Mr. Gonzalez.

II. ROLL CALL

Present: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson (virtual by zoom) • Marianela Silva • Marvin Martinez • James Isbell • Dr. Jeannie Kim • Dr. Annebelle Nery • Craig Rutan (virtual by zoom) • Iris I. Ingram • Enrique Perez

Guests present: Mark McLoughlin (virtual by zoom), Dr. Chi-Chung Keung
Patricia Duenez present as record keeper.

III. APPROVAL OF BOARD MEMBER VIRTUAL MEETING ATTENDANCE DUE TO ‘JUST CAUSE’ - ASSEMBLY BILL (“AB” 2449)

Mr. Patterson joined meeting virtual by zoom for ‘Just Cause’-Assembly Bill (“AB” 2449).

It was moved by Ms. Silva; seconded by Mr. Martinez to approve board member to join regular meeting of the board virtual by zoom for ‘Just Cause’-Assembly Bill (“AB” 2449).

IV. 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)

No amendments or corrections to the agenda.

B. Approval of Agenda

It was moved by Mr. Gutierrez; seconded by Ms. Silva to approve the agenda of the regular meeting for June 6, 2023. The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

V. APPROVAL OF MINUTES – November 1, 2022, Regular Board Meeting*

A. Corrections (if any)

No amendments or corrections made.

B. Approval of the Minutes

It was moved by Mr. Martinez; seconded by Mr. Gutierrez to approve the minutes of the regular meeting held on November 1, 2022. The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

FOUNDATION BOARD MEMBERS:

Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Eddie Marquez • Andrew Patterson • Marianela Silva • Phillip Yarbrough

Ex-Officio Voting Members: Marvin Martinez

Ex-Officio Non Voting Members: James Isbell • Dr. Jeannie Kim • Dr. Annebelle Nery • Craig Rutan

Staff: Iris I.Ingram • Enrique Perez

VI. PUBLIC COMMENTS

There were no public comments.

VII. EXECUTIVE DIRECTOR'S REPORT

A. 2023-2024 Budget & Activities

Mr. Perez reported on adjusted conservative budget and reported in summer can appeal to agency related to final Saudi payment.

Vice Chancellor Ingram arrived at this time.

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

Mr. Perez reported this would be an administrative appeal, decision is final.

C. Board Membership

Mr. Perez reported on membership and strategic plan to add more members.

D. Strategic Planning Retreat

Mr. Perez reported on consultant and need for a business plan for the Foundation, process estimated duration 6 months – 1 year, vision for Foundation is workforce development, a general timeline was provided.

Mr. Martinez spoke to aligning district Foundation with other Foundations.

Discussion ensued. Cost projected at \$56,000 but will cap at \$56,000.

Mr. Perez introduced new Chief Communications Officer, Dr. Chi-Chung Keung who will be assisting Foundation with Communications.

VIII. COLLEGE PRESIDENT'S REPORT

Dr. Nery reported on college activities.

Dr. Kim reported on college activities.

IX. APPROVAL OF TREASURER'S REPORTS

A. Treasurer's Reports – October, November, December 2022, January, February, March, and April 2023 (action to approve only).*

It was moved by Mr. Gutierrez; seconded by Ms. Silva to accept Treasurer's Reports as presented.

The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

X. ITEMS FOR DISCUSSION AND/OR ACTION

A. 2021-2022 AUDIT REPORT RESULTS-Accept the 2021-2022 Rancho Santiago Community College District Foundation Financial Statements and Independent Auditors' Report for the Fiscal Year Ended June 30, 2022 (action to accept only).*

Vice Chancellor Ingram reported on a clean audit.

It was moved by Mr. Litfin; seconded by Mr. Gutierrez to approve the 2021-2022 Audit Report Results. The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

B. Approval of 2023-2024 Budget (for discussion and/or action).*

It was moved by Mr. Gutierrez; seconded by Ms. Silva to approve the 2023-2024 Budget. The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

C. Accept check from Farmers & Merchants Bank (for discussion and/or action).*

It was moved by Mr. Litfin; seconded by Mr. Martinez to accept check from Farmers & Merchants Bank. The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

D. Accept check from SchoolsFirst Credit Union (for discussion and/or action).*

It was moved by Mr. Litfin; seconded by Mr. Martinez to accept check from SchoolsFirst Credit Union. The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

E. Approval of check to recipient of 2023 RSCCD District Operations Classified Employee of the Year (for discussion and/or action).*

It was moved by Mr. Gutierrez; seconded by Mr. Martinez to approve check to recipient of 2023 RSCCD District Operations Classified Employee of the year.

F. Approval of Proposal with CCS Consulting for Strategic Planning (for discussion and/or action).*

It was moved by Mr. Litfin; seconded by Ms. Silva to approve proposal with CCS Consulting for Strategic Planning with a motion of hard cap at \$56,000. The motion carried with the following vote: Juan M. Gonzalez • John M. Gutierrez • Todd O. Litfin • Andrew Patterson • Marianela Silva • Marvin Martinez

XI. BOARD MEMBER COMMENTS

Board member comments by Mr. Litfin, Mr. Gutierrez, Mr. Martinez, Mr. Patterson, and Dr. Kim.

XII. FUTURE MEETINGS

Next regular meeting of the board scheduled for Tuesday, September 5, 2023, at 8:00 am.

XIII. OTHER

None reported.

XIV. ADJOURNMENT

The next regular meeting of the Board of Directors will be held on September 5, 2023, at 2323 North Broadway, Santa Ana, California 92706.

**supporting information attached*

Mr. Gonzalez adjourned the meeting at 8:55 am.

It was moved by Mr. Martinez; seconded by Mr. Gutierrez to adjourn the June 6, 2023, regular meeting of the board.

Approved: 6/4/2024