2323 North Broadway • Santo Ana, CA 92706 -1640 • (714) 480-7460 • www.rsccd.edu

Santa Ana College . Santiago Canyon College

#### BOARD OF DIRECTORS REGULAR MEETING

Tuesday, March 22, 2016 – 8:00 a.m. Board Room #107, District Office

#### **MINUTES**

#### I. CALL TO ORDER

The meeting was called to order at 8:11 a.m. by Dr. Raul Rodríguez

## II. ROLL CALL

Members in attendance: Ms. Arianna Barrios, Mr. David Coffaro, Mr. Todd O. Litfin

Ex-Officio Voting Members in attendance: Dr. Raúl Rodríguez

Ex-Officio Non-Voting Members in attendance: Dr. Elliott Jones, Dr. Erlinda Martinez and Dr. John

Weispfenning

Staff in attendance: Mr. Enrique Perez

Guests: Ms. Mary Mettler and Mr. Robert Feldhake (via phone)

Not Present: Ms. Kristin Crellin, John Didion, Corrina Evett, Mr. Peter Hardash, and Mr. Richard

Porras.

#### III. APPROVAL OF THE AGENDA

#### A. Amendments and Corrections

Correction was made to item IX B as there was no Investment Report.

Correction was made to item XIII A as the donation check is from Chevron for \$25,000.

Correction was made to page 3 as the roman numerals are not concurrent.

#### B. Approval of Agenda

It was moved by Ms. Arianna Barrios, seconded by Dr. Raúl Rodríguez to approve the Agenda as corrected. The motion carried with the following vote: Aye – Ms. Arianna Barrios, Mr. David Coffaro, Mr. Todd O. Litfin and Dr. Raúl Rodríguez.

# IV. APPROVAL OF MINUTES

#### A. Corrections

No corrections were made.

#### B. Approval of the Minutes

It was moved by Ms. Arianna Barrios, seconded by Mr. Todd Litfin to approve the January 27, 2016 regular meeting minutes. The motion carried with the following vote: Aye – Ms. Arianna Barrios, Mr. David Coffaro, Mr. Todd O. Litfin and Dr. Raúl Rodríguez.

#### FOUNDATION BOARD MEMBERS:

Arianna Barrios • David Coffaro • Kristin Crellin • Todd O Litfin • Richard Porras

Ex-Officio Voting Members: Dr. Raul Rodríguez.

Ex-Officio Non Voting Members: John Didion • Corrina Evett • Dr. Elliott Jones • Dr. Erlinda Martinez • Dr. John Weispfenning

Staff: Peter Hardash • Enrique Perez

### V. PUBLIC COMMENT

None were made.

#### VI. PRESIDENT'S REPORT

The President not present. No report was given.

#### VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Perez reported that at the June 2016 meeting he will provide the Board with the annual budget and proposed activities for the 2016-2017 fiscal year.

#### VIII. COMMITTEE REPORTS

Mr. Perez reported that the International Student Recruitment Committee will be meeting tomorrow, March 23<sup>rd</sup> and that a report will be provided at the next meeting.

#### IX. APPROVAL OF TREASURER'S REPORTS

- A. Treasurer's Reports for months ending 1/31/16 and 2/29/16.
  It was moved by Trustee Barrios, seconded by Mr. Liftin to approve the Treasurer's Reports as presented. The motion carried with the following vote: Aye Ms. Arianna Barrios, Mr. David Coffaro, Mr. Todd O. Litfin and Dr. Raúl Rodríguez.
- B. Investment Report Information No report provided.

#### X. STAFF REPORTS

No reports were given

#### XI. <u>COLLEGE PRESIDENT'S REPORTS</u>

President of Santiago Canyon College, Dr. Weispfenning, spoke on the recent awards to SCC; the Aspen Prize, on Accreditation being reaffirmed until 2020, the Community Science night held on March 18<sup>th</sup> where over 2,000 parents and children attended, the women's softball team playing towards the championship, the ceremony that was held on February 11<sup>th</sup> for the naming of the 'Lorenzo A. Ramirez Library'; the Cesar Chavez bronze statue ceremony to be held on March 31<sup>st</sup> and the Hawks Golf Tournament scheduled for April 22<sup>nd</sup>.

President of Santa Ana College, Dr. Martinez, spoke on Accreditation, the Open House held on March 12<sup>th</sup> where over 3,500 were in attendance, the on-going construction on campus as a result of Measure Q; the Golf Tournament in Mission Viejo scheduled for May 9<sup>th</sup>, and the June 3<sup>rd</sup> 100<sup>th</sup> graduation class ceremony where graduates will be given special medallions with the 100-year logo imprinted on them. This will be Dr. Martinez's last meeting as she will be retiring in June.

Dr. Rodríguez commended Dr. Martinez for receiving numerous awards and also welcomed Mary Mettler, a guest faculty member representative from SCC in place of Ms. Corrina Evett.

#### XII. BOARD MEMBER COMMENTS

Ms. Barrios commended the SAC Foundation and Foundation President on the previous 10-year history of scholarships awarded and congratulated Dr. Martinez on the scholarship work.

Discussion took place on the governor's proposed budgets on education and the anticipated funding, funds being categorical versus flexible dollars, cost cutting measures and the need to look for new sources of revenue.

Dr. Rodríguez updated the Board on the Saudi project, the appointment of the new Minister of Economy and pending of a new starting date for the project. Other revenue generation ideas will be discussed at the next meeting.

#### XIII. <u>ITEMS FOR DISCUSSION AND/OR ACTION</u>

A. Accept donation check from Chevron Bank of \$25,000 (for discussion and/or action) It was moved by Mr. Todd Litfin, seconded by Mr. Dave Coffaro to accept the donation check. The motion carried with the following vote: Aye - Ms. Arianna Barrios, Mr. David Coffaro, Mr. Todd O. Litfin and Dr. Raúl Rodríguez.

## XIV. CLOSED SESSION

A. Pending or potential litigation – Faculty Association of the Rancho Santiago Community College District re alleged Brown Act violations by the Foundation Board. Govt. Code §54956.9(a), (b) and (c)

The Board convened into closed session at 8:34 a.m. to consider pending or potential litigation pursuant to Government Code Section §54956.9(a), (b) and (c).

### XIV. <u>RETURN TO OPEN SESSION</u>

The Board reconvened at 8:52 a.m.

Dr. Raúl Rodríguez reported the Board's vote was unanimous on the recommendations of legal counsel.

#### XV. FOR INFORMATION

Dr. Raúl Rodríguez informed Board members of pending Conflict of Interest Statements for 2015-2016 and that an updated Board Member listing was included in the meeting packet as well for information purposes.

## XVI. FUTURE MEETINGS

Tuesday, June 21, 2016 at 8am – Board of Directors Regular Meeting

### XVII. ADJOURNMENT

The next regular meeting of the Board of Directors will be held on June 21, 2016 at 2323 N. Broadway, Santa Ana, California 92706 at 8am.

There being no further business, Dr. Raúl Rodríguez adjourned the meeting at 8:54 a.m.

Minutes Approved:	

### District Foundation Income Statement Year to Date Ending 03/31/2016

GL0020 Page: 1

	Unrestricted Fund	Trust Fund	Scholarship Fund	Endowment Fund	Total All Funds
REVENUES					
Contributions, Gifts, Donations	28,020.00	0.00	0.00	68,500.00	96,520.00
Fundralsing	0.00	0.00	0.00	0.00	0.00
Interest and Dividends	71.93	0.00	0.00	0.00	71.93
Realized/Unrealized Gains (Losses)	719.67	0.00	0.00	0.00	71.53
Transfers In	174,183.33	0.00	0.00	0.00	174,183.33
Total Revenues	202,994.93	\$0.00	0.00	68,500.00	271,494.93
EXPENDITURES					
Supplies	228,78	0.00	0.00	0.00	228.78
Contract and Outside Services	11,669.00	0.00	0.00	0.00	11,669.00
Travel and Conference Expense	1,586.39	0.00	0.00	0.00	1,586.39
Licenses, Dues, Memberships	0.00	0.00	0.00	0.00	0.00
Legal, Audit, Professional Fees	53,474.92	0.00	0.00	0.00	53,474,92
Bank Charges & Credit Card Use Fees	213.46	0.00	0,00	0.00	213.46
Other Operating Expenses/Services	3,053.48	0.00	0.00	0.00	3.053.48
Community/Public Relations	(693.41)	0.00	0.00	0.00	(693,41)
Transfers Out	151,683.33	0.00	0.00	22,500.00	174,183.33
Total Expenditures	221,215.95	\$0.00	0.00	22,500.00	243,715.95
Revenue Over (Under) Expenditure	(18,221.02)	0.00	0.00	46,000.00	27,778.98
Beginning Net Asset Balance	85,164.16	0.00	0.00	105,341.94	190,506.10
Ending Net Assets Balance	\$66,943.14	\$0.00	\$0,00	\$151,341.94	\$218,285.08

# District Foundation Balance Sheet Year to Date Ending 03/31/2016

GL0030

Page: 1

	Unrestricted Fund	Trust Fund	Scholarship Fund	Endowment Fund	Total Alf Funds
ASSETS					
Cash and Equivalents	65,514,99	0.00	0.00	120,514.75	186,029.74
Accounts Receivable	0.00	0.00	0.00	30.827.19	30,827.19
Due To (From) Other Funds	0.00	0.00	0.00	0.00	0.00
Due From Affiliated Foundations	0.00	0.00	0.00	0.00	0.00
Investments, At Fair Value	905.28	0.00	0.00	0.00	905.28
Prepaid Expenses	0.00	0.00	0.00	0.00	0.00
Office Equipment, Net of Depreciation	522.87	0.00	0.00	0.00	522.87
Total Assets	\$66,943.14	\$0.00	\$0.00	\$151,341.94	\$218,285.08
LIABILITIES AND NET ASSETS					
Liabilities					
Accounts Payable	0.00	0.00	0.00	0.00	0.00
Due to Affiliated Foundations	0.00	0.00	0.00	0.00	0.00
Total Liabilities	0.00	\$0.00	0.00	0.00	0.00
Net Assets	66,943.14	\$0.00	0.00	151,341.94	218,285.08
Tot. Liabilities and Net Assets	\$66,943.14	\$0.00	\$0.00	\$151,341.94	\$218,285.08

( A. (2)

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#### District Foundation Income Statement Year to Date Ending 04/30/2016

GL0020 Page: 1

	Unrestricted Fund	Trust Fund	Scholarship Fund	Endowment Fund	Total All Funds
REVENUES					
Contributions, Gifts, Donations	30,500.00	0,00	0.00	68,500.00	99,000.00
Fundraising	0.00	0.00	0.00	0.00	0.00
Interest and Dividends	87.68	0.00	0.00	0.00	87.68
Realized/Unrealized Gains (Losses)	719.67	0.00	0.00	0.00	719.67
Transfers In	174,183.33	0.00	0.00	0.00	174,183.33
Total Revenues	205,490.68	\$0.00	0.00	68,500.00	273,990.68
EXPENDITURES					
Supplies	228.78	0.00	0.00	0.00	228.78
Contract and Outside Services	13,375.20	0.00	0.00	0.00	13.375.20
Travel and Conference Expense	1,586.39	0.00	0.00	0.00	1,586.39
Licenses, Dues, Memberships	0.00	0.00	0.00	0.00	0.00
Legal, Audit, Professional Fees	60,934.43	0.00	0.00	0.00	60,934,43
Bank Charges & Credit Card Use Fees	213.46	0.00	0.00	0.00	213.46
Other Operating Expenses/Services	3,053.48	0.00	0.00	0.00	3.053.48
Community/Public Relations	(693.41)	0.00	0.00	0.00	(693.41)
Transfers Out	151,683.33	0.00	0.00	22,500.00	174,183.33
Total Expenditures	230,381.66	\$0.00	0.00	22,500.00	252,881.66
Revenue Over (Under) Expenditure	(24,890.98)	0.00	0.00	46,000.00	21,109.02
Beginning Net Asset Balance	85,164.16	0.00	0.00	105,341.94	190,506.10
Ending Net Assets Balance	\$60,273.18	\$0.00	\$0.00	\$151,341.94	\$211,615.12

IX A. (3)

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# District Foundation Balance Sheet Year to Date Ending 04/30/2016

GL0030

Page: 1

	Unrestricted Fund	Trust Fund	Scholarship Fund	Endowment Fund	Total All Funds
ASSETS					
Cash and Equivalents	58,845.03	0.00	0.00	120,514,75	179,359,78
Accounts Receivable	0.00	0.00	0.00	30.827.19	30,827.19
Due To (From) Other Funds	0.00	0.00	0.00	0.00	0.00
Due From Affiliated Foundations	0.00	0.00	0.00	0.00	0.00
Investments, At Fair Value	905.28	0.00	0.00	0.00	905.28
Prepaid Expenses	0.00	0.00	0.00	0.00	0.00
Office Equipment, Net of Depreciation	522.87	0.00	0.00	0.00	522.87
Total Assets	\$60,273.18	\$0.00	\$0.00	\$151,341.94	\$211,615.12
LIABILITIES AND NET ASSETS					
Liabilities					
Accounts Payable	0.00	0.00	0.00	0.00	0.00
Due to Affiliated Foundations	0.00	0.00	0.00	0.00	0.00
Total Liabilities	0.00	\$0.00	0.00	0.00	0.00
Net Assets	60,273.18	\$0.00	0.00	151,341.94	211,615.12
Tot. Liabilities and Net Assets	\$60,273.18	\$0.00	\$0.00	\$151,341.94	\$211,615.12

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### District Foundation Income Statement Year to Date Ending 05/31/2016

GL0020 Page: 1

	Unrestricted Fund	Trust Fund	Scholarship Fund	Endowment Fund	Total All Funds
REVENUES					
Contributions, Gifts, Donations	30,500.00	0,00	0.00	68,500.00	99,000,00
Fundraising	0.00	0.00	0.00	0.00	0.00
Interest and Dividends	102.94	0.00	0.00	0.00	102.94
Realized/Unrealized Gains (Losses)	719.67	0.00	0.00	0.00	719.67
Transfers in	174,183,33	0.00	0.00	0.00	174,183.33
Total Revenues	205,505.94	\$0.00	0.00	68,500.00	274,005.94
EXPENDITURES					
Supplies	228.78	0.00	0.00	0.00	228.78
Contract and Outside Services	15,916.00	0.00	0.00	0.00	15,916.00
Travel and Conference Expense	1,586.39	0.00	0.00	0.00	1,586.39
Licenses, Dues, Memberships	0.00	0.00	0.00	0.00	0.00
Legal, Audit, Professional Fees	61,680.04	0.00	0.00	0.00	61,680.04
Bank Charges & Credit Card Use Fees	213.46	0.00	0.00	0.00	213,46
Other Operating Expenses/Services	3,273.48	0.00	0.00	0.00	3,273.48
Community/Public Relations	(693.41)	0.00	0.00	0.00	(693.41)
Transfers Out	151,683.33	0.00	0.00	22,500.00	174,183.33
Total Expenditures	233,888.07	\$0.00	0.00	22,500.00	256,388.07
Revenue Over (Under) Expenditure	(28,382.13)	0.00	0.00	46,000.00	17,617.87
Beginning Net Asset Balance	85,164.16	0.00	0.00	105,341.94	190,506.10
Ending Net Assets Balance	\$56,782.03	\$0.00	\$0.00	\$151,341.94	\$208,123.97

IX A. (5)

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# District Foundation Balance Sheet Year to Date Ending 05/31/2016

GL0030 Page: 1

	Unrestricted Fund	Trust Fund	Scholarship	Endowment	Total
	- Cuo	- Fulld	<u>Fund</u>	Fund	All Funds
ASSETS					
Cash and Equivalents	55,353.88	0.00	0.00	120,514.75	175,868.63
Accounts Receivable	0.00	0.00	0.00	30,827.19	30,827.19
Due To (From) Other Funds	0.00	0.00	0.00	0.00	0.00
Due From Affiliated Foundations	0.00	0.00	0.00	0.00	0.00
Investments, At Fair Value	905.28	0,00	0.00	0.00	905.28
Prepaid Expenses	0.00	0.00	0.00	0.00	0.00
Office Equipment, Net of Depreciation	522.87	0.00	0.00	0.00	522.87
Total Assets	\$56,782.03	\$0.00	\$0.00	\$151,341.94	\$208,123.97
LIABILITIES AND NET ASSETS					
Liabilities					
Accounts Payable	0.00	0.00	0.00	0.00	0.00
Due to Affiliated Foundations	0,00	0.00	0.00	0.00	0.00
Total Liabilities	0.00	\$0.00	0.00	0.00	0.00
Net Assets	56,782.03	\$0.00		454 344 04	
			0.00	151,341.94	208,123.97
Tot. Liabilities and Net Assets	\$56,782.03	\$0.00	\$0.00	\$151,341.94	\$208,123.97

### District Foundation Income Statement Year to Date Ending 06/30/2016

GL0020 Page: 1

	Unrestricted Fund	Trust Fund	Scholarship Fund	Endowment Fund	Total All Funds
REVENUES					
Contributions, Gifts, Donations	30,500.00	0.00	0.00	68,500.00	99,000.00
Fundraising	0.00	0.00	0.00	0.00	0.00
Interest and Dividends	117,44	0.00	0.00	0.00	117.44
Realized/Unrealized Gains (Losses)	719.67	0.00	0.00	0.00	719.67
Transfers In	174,183.33	0.00	0.00	0.00	174,183,33
Total Revenues	205,520.44	\$0.00	0.00	68,500.00	274,020.44
EXPENDITURES					
Supplies	228.78	0.00	0.00	0.00	228.78
Contract and Outside Services	24,775.55	0.00	0.00	0.00	24,775.55
Travel and Conference Expense	1,586.39	0.00	0.00	0.00	1,586.39
Licenses, Dues, Memberships	0.00	0.00	0.00	0.00	0.00
Legal, Audit, Professional Fees	63,773.76	0.00	0.00	0.00	63,773.76
Bank Charges & Credit Card Use Fees	213.46	0.00	0.00	0.00	213.46
Other Operating Expenses/Services	4,215.51	0.00	0.00	0.00	4,215.51
Community/Public Relations	(693.41)	0.00	0.00	0.00	(693.41)
Transfers Out	151,683.33	0.00	0.00_	22,500.00	174,183.33
Total Expenditures	245,783.37	\$0.00	0.00	22,500.00	268,283.37
Revenue Over (Under) Expenditure	(40,262.93)	0.00	0.00	46,000.00	5,737.07
Beginning Net Asset Balance	85,164.16	0.00	0.00	105,341.94	190,508.10
Ending Net Assets Balance	\$44,901.23	\$0.00	\$0.00	\$151,341.94	\$196,243.17

IX A. (7)

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# District Foundation Balance Sheet Year to Date Ending 06/30/2016

GL0030 Page: 1

	Unrestricted Fund	Trust Fund	Scholarship Fund	Endowment Fund	Total All Funds
ASSETS					
Cash and Equivalents	43,473.08	0.00	0.00	120,514.75	163,987.83
Accounts Receivable	0.00	0.00	0.00	30,827.19	30,827.19
Due To (From) Other Funds	0.00	0.00	0.00	0.00	0.00
Due From Affiliated Foundations	0.00	0.00	0.00	0.00	0.00
Investments, At Fair Value	905.28	0.00	0.00	0.00	905.28
Prepaid Expenses	0.00	0.00	0.00	0.00	0.00
Office Equipment, Net of Depreciation	522.87	0.00	0.00	0.00	522.87
Total Assets	\$44,901.23	\$0.00	\$0.00	\$151,341.94	\$196,243.17
LIABILITIES AND NET ASSETS					
Liabilities					
Accounts Payable	0.00	0.00	0.00	0.00	0.00
Due to Affiliated Foundations	0.00	0.00	0.00	0.00	0.00
Total Liabilities	0.00	\$0.00	0.00	0.00	0.00
Net Assets	44,901.23	\$0.00	0.00	151,341.94	196,243.17
Tot. Liabilities and Net Assets	\$44,901.23	\$0.00	\$0.00	\$151,341.94	\$196,243.17

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May 23, 2016

Dr. Raul Rodriguez, Chancellor Rancho Santiago Community College District 2323 N. Broadway Santa Ana, CA 92706

Dear Raul,

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

Our relationship with Rancho Santiago Community College District 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 Rancho Santiago Community College District 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 Crellin

greate of Creek

Vice President, School and Community Relations

Enclosure

CC:

Bill Cheney, President/CEO, SFFCU

THIS DOCUMENT HAS AN ARTERCIAL WATERMARK PRINTED ON THE BACK, THE PRONT OF THE DOCUMENT HAS A MICHO-FIRST SKINATURE LINE AND BORDER, ASSENCE OF THESE PEATURES WILL BROKCATE A COPPY. SCHOOLSFIRST 1542 Nowport Ave. 1542 No. 188297 **ACCOUNTS PAYABLE CHECK** 03 0000188297 3Senior Suga Maschion fina (2) Senor (100) (3) JSchweisenst Clarmouteren giv noch test 06/22/16 Permonstress Categoriel near \$15 June State.

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ISSUED BY: MONEYGRAM PAYMENT SYSTEMS, INC. P.O. BOX 9478, MRNNEAPOLIS, MN 55480 FIRST INTERSTATE BANK BILLINGS, MT



# Building the future through quality education

2323 North Broadway • Santa Ana, CA 92706 • 1640 • (714) 480-7300 • www.rsccd.edu

Santa Ana College • Santiago Canyon College

May 17, 2016

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 the district office to receive the District Office 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.

Candi Easter, who works in our Accounts Payable Department, has been selected as this year's District Office Classified Employee of the Year. She's a very deserving employee and we'd appreciate the RSCCD Foundation's support in honoring her.

Thank you for your consideration of this request. We will be honoring Candi at the District Service Awards to be held on June 15 and would appreciate receiving the check by June 13.

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

Sincere

Rodriguez, Ph.D

Chancellor

RSCCD FOUNDATION

VENDOR NO: 1028587 NAME: Candi L. Easter

**CHECK NO:** 0014666 **CHECK DATE:** 06/09/16

ACCCOUNT	PO NUMBER	INVOICE NUMBER	NET AMOUNT	DESCRIPTION 18 3
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RSCCD FOUNDATION 2323 North Broadway Santa Ana, CA 92706

SchoolsFirst Fed Credit Union Santa Ana, CA 92706 90-8200/3222

**CHECK NO: 0014666** 

Date 06/09/16

Amount \*\*\*\*\*\*\*500.00

FIVE HUNDRED & 00/100

TO THE Candi L. Easter 26738 Calle Alcala Mission Viejo CA 92691

### RSCCD FOUNDATION

VENDOR NO: 1028587 NAME: Candi L. Easter

CHECK NO: 0014666 CHECK DATE: 06/09/16

ACCCOUNT	PO NUMBER	INVOICE NUMBER	NET AMOUNT	DODGE OF A THE DWG AND SERVICES.	ESCRIPTION
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RSCCD FOUNDATION 2323 North Broadway Santa Ana, CA 92706

SchoolsFirst Fed Credit Union Santa Ana, CA 92706 90-8200/3222

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