



## EXECUTIVE COMMITTEE

### MINUTES

January 11, 2021

Via Zoom

**MEMBERS PRESENT:** Brenda Alcala, Don Gurnard, Beverly Jagla, Ron Lodge

**MEMBERS ABSENT:** President Jim Richardson, Joshua Wood

**STAFF PRESENT:** Holly Bernard-Jones, Rachel Evey

Meeting called to order at 4:03 pm.

#### 1) **CONSENT AGENDA**

- A. December 2020 minutes approved by consent.
- B. **Committee Reports:** Committee reviewed committee reports. Events & Outreach Committee started working on spring fundraising plan. Rachel Evey and Jorden Jessup meeting with Student Senate tomorrow to propose a virtual fun run in partnership with Senate.

2) **FINANCIAL REPORTS:** Management Fees over budget by \$10,500. Revenue over budget by \$457. Expenses are in line and under budget by \$66,408. Accounting under budget by \$12,000 until audit is complete and paid for. All but one gym floor pledge has been received. On Monthly Gift Report, unrestricted received \$20,400 more in 2020 than in 2019. 2020 saw an increase of 42 donors. Temporarily and permanently restricted received \$12,000 more in 2020 than in 2019. Overall, \$32,000 more was received in 2020 than in 2019.

#### 3) **OLD BUSINESS**

- A. **Year-End Appeal Debrief:** Rachel Evey reviewed year-end appeal report with committee. Overall \$68,075 raised from 81 donors in 2020 compared to \$13,835 raised from 31 donors in 2019. Potential factors for increase in funds raised for 2020: appeal started three weeks earlier this year; WVC budget crisis in Fall 2019 may have negatively affected donor giving; and pandemic may have positively affected donor giving. Appeal emails had higher click rate than newsletters. One suggestion for thank you postcard is to include fundraising stats.

#### 4) **NEW BUSINESS**

- A. **Board Resolution:** Foundation staff requests board to approve resolution on Schons Scholarship to update agreement to match foundation spending policy. Resolution wasn't included in original set of resolutions due to asset size. Executive Committee recommends approving board resolution to full board by consent.

5) **REPORT FROM THE COLLEGE:** WVC anticipates receiving stimulus funds for COVID support. As before, 50% to college and 50% directly to students. Enrollment is down but retention is up from 2019. College graduated first set of (9) pharmacy students. Nursing students will receive COVID vaccination. Spring quarter classes will be online. Wells Hall replacement is still on schedule to open in Fall 2021.

**6) EXECUTIVE DIRECTOR REPORT**

- A. Endowment Allocation Update: Budget & Finance Committee is waiting on average rate of return and will review allocations at February committee meeting.
- B. Building Futures Campaign: Rachel Evey's goal was to meet with all college leadership and board members by end of 2020. Due to holidays and other obligations, Rachel is still meeting with trustees and board members.
- C. Distinguished Alumni Update: Interviews with 2020 and 2019 Distinguished Alumni award recipients, Jaime Ramirez Hurtado and Barbara Walters, are in progress as well as an interview with Jaime's supervisor. Virtual event will also include remarks from President Jim Richardson and a virtual awarding by Rachel Evey and will air on YouTube later this month.
- D. Spring Plans Update: Barbara Wilson Women's Luncheon will be virtual with a drive-thru lunch pick up provided by Tastebuds (tentatively).

Meeting adjourned at 4:36 pm.

Meeting minutes prepared by Holly Bernard-Jones.