

COLLEGE OF THE CANYONS FOUNDATION  
EXECUTIVE COMMITTEE MEETING

26455 Rockwell Canyon Road  
Chancellor's Board Room  
Canyons Hall 201  
Santa Clarita, CA 91355  
Wednesday January 10, 2024 at 4:00 pm

**Materials will be available upon request (Gov. Code, § 54957.5.) by calling the  
College of the Canyons Foundation office at (661) 362-3434**

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PARTICIPATION: Members of the COC Foundation Executive Committee may participate remotely, however, any member participating remotely must provide their address, and must post the agenda at the location(s) where they will be teleconferencing from. (Gov't Code § 54953(b).)

PUBLIC COMMENT: Members of the public may provide public comment on **closed session items, open session items, and those items NOT on the agenda** that are within the jurisdiction of the COC Foundation Executive Committee.

Remote Participants

Brian Koegle: 1610 Beverly Lane, Celina TX 75009

PLEASE NOTE: Executive Committee Members are prohibited by the Brown Act from responding to comments made regarding topics NOT on the official agenda.

**Please remember that public comment is limited to THREE MINUTES per speaker (calculated at approximately 300 words).**

*Board members will no longer read emailed public comments aloud during the meeting. Emails sent to us before the meeting will be forwarded to the Board for their review and consideration.*

DISABILITY ACCOMMODATIONS

For any accommodations, please contact Shawna Lubs at (661) 362-3639 or via email at [shawna.lubs@canyons.edu](mailto:shawna.lubs@canyons.edu)

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## MEETING AGENDA

### 1. PRELIMINARY FUNCTIONS

**Topic:**

Call to Order/Establishment of a Quorum  
Comments by Members of the Audience NOT on the Agenda  
Approval of Meeting Agenda  
Approval of Meeting Minutes: November 1, 2023

**Presenter:**

Fred Arnold  
Fred Arnold  
Fred Arnold  
Fred Arnold

### 2. INFORMATION

**Topic:**

2022-2023 Schedule of Commensurate Return  
COC Foundation Political Contributions Desk Procedure  
Fund Balance Policy Revision  
Investment Policy Revision

**Presenter:**

Sharlene Coleal  
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Sharlene Coleal

### 3. APPROVAL

**Topic:**

Approval of Financial Statements as of November 30, 2023

- Fund 81 Revenue & Expenses
- Operating Fund Cash Flow Projections
- Fund 82-89 Revenue & Expenses Summary
- Cash Balance Summary
- Fund 81-88 Disbursement Detail

**Presenter:**

Lisa Burke

Professional Service Agreements

- Newhall Refinery – Board Holiday Party - \$45 per person, plus tax, gratuity, and admin fee

Board Member Nominations

- Leticia Meza-Guerrero

Board Designated Funds - \$2,000 for Golf Program

**Shawna Lubs**

**Jerry De Felice/Fred  
Arnold  
Desiree Dodd**

### 4. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING

**Topic:**  
Adjournment

**Presenter:**  
Fred Arnold