

COLLEGE OF THE CANYONS FOUNDATION
26455 Rockwell Canyon Road, Canyons Hall 160, Santa Clarita CA 91455

Finance Committee
Meeting - Minutes
June 23, 2023 8:00am
Canyons Hall 211

Members

Present: Lisa Burke (Committee Chair)
Sharlene Coleal, Steve Corn, Brian Kogle, Randy Moberg

Members Absent: Tamara Gurney

Foundation Staff

Present: Jerry De Felice, Desiree Dodd, Shawna Lubs

District Staff

Present: Jason Hinkle, Rosie Kochendorfer (Business Services)

Affiliated Guests

Present: James Schramm (Raymond James)

Guests: None

1. PRELIMINARY FUNCTIONS

1.1 Call to Order/Establishment of a Quorum

Noting that a quorum was present, Randy Moberg called the meeting to order at 8:23 am

1.2 Approval of Meeting Agenda

XX requested a motion to approve the meeting agenda for XX

Motion to Approve: Steve Second: sharlene Voting Yes:

1.3 Approval of Meeting Minutes: XX

XX requested a motion to approve the meeting minutes from XX

Motion to Approve: sharlene Second: steve Voting Yes:

Review of Raymond James

Market continues to go up, in fact may be a little high right now. Big 7 have led the gains of the SMP500, and there is a large disparity which tells us that the market may not be ready to be that high just yet. It's down just a bit. The next few months may be a bit rocky. Labor market is still a problem. We aren't losing enough jobs, but the part of inflation that's a problem now is wages. Corporations have been raising prices, and profits aren't down right now.

Year to date we are up about 5%. Overall since inception we've averaged about 5%.

Debt ceiling deal passed before we went into default. Market took off as soon as that happened.

Manvi trust – we've got all the money into the market now. Up overall \$16000 since the start. This is a more conservative investment policy. Current trust agreement only requires \$10k per year. We are trying to get the trust agreement updated so that we can give more scholarships. Sharlene gave chronology for Manvi Trust.

Scholarship endowment policies – we did not receive the final copy so we could not review. Shawna will send out to the committee once it's received.

Transfer to RTB – student resource and success and AT&T money. Once we have the policies from the attorney, we will present to Executive. We would like to invest this into an endowment or quasi-endowment. Most importantly, there needs to be criteria as to who can access the funds, as well as who oversees the distribution. Not having these criteria could jeopardize the non-profit status of the Foundation. In the meantime, we could move the money to a high interest money market or savings apart. Jerry will work with the Chancellor to explain the pros and cons of the investments vs. savings accounts. Lisa suggested perhaps James Schramm could meet with the Chancellor directly. Jerry suggested a tag-team approach with himself and James, but the committee felt there should be separate meetings for the endowment and the criteria.

Approval

Financial statements – we have a net positive with one month left in the year. We are short by about \$2000 on the general donations and also short on annual appeal and chancellor's circle.

We have a lot of savings (underspent to the budget). Where we spent extra money is in contract services, and board development (other). Our savings offset our overspendings.

Golf did great. CC will be about \$15k below budget, expenses are high. Silver Spur did great.

Financials are good

Lisa requested motion. Randy motion, Steve second

Budget – interest sweep is up to \$152,000. Will put 20k in next year's budget as a buffer, and the rest we are discussing the possibility of a foundation endowment. Changed annual appeal to \$15k. Added a line item for program grants for instructional programs (Innovation grants). Alumni reduced by cancelling 360 alumni but added budget for hall of fame.

Increased other expenses to cover donor lunches and installation dinner. Increased revenue and expenses for golf due to increased course fees. Cash balance is \$266,922 and we've talked about taking \$100k out to invest into a foundation endowment. Need to finalize a fund balance policy with attorney. Randy suggests keeping 4-6 months liquid as the cash balance.

Randy moved, Lisa second, motion passed.

Adjourned: 9:33am