

COLLEGE OF THE CANYONS FOUNDATION  
EXECUTIVE COMMITTEE MEETING

26455 Rockwell Canyon Road  
Chancellor's Board Room  
Canyons Hall 249  
Santa Clarita, CA 91355  
Wednesday, March 1, 2023 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 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.

**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

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|-----|---|---------------|
| 1.1 | Call to Order/Establishment of a Quorum               | Tamara Gurney |
| 1.2 | Comments by Members of the Audience NOT on the Agenda | Tamara Gurney |
| 1.3 | Approval of Meeting Agenda                            | Tamara Gurney |
| 1.4 | Approval of Meeting Minutes: January 11, 2023         | Tamara Gurney |

### 2. APPROVAL

- |     |   |                 |
|-----|---|-----------------|
| 2.1 | Approval of Financial Statements as of January 31, 2023 <ul style="list-style-type: none"><li>Fund 81 Revenue &amp; Expenses</li><li>Fund 82-88 Revenue &amp; Expenses Summary</li><li>Operating Fund Cash Flow Projections</li><li>Cash Balance Summary</li><li>Fund 81-88 Disbursement Detail</li></ul>   | Sharlene Coleal |
| 2.2 | Professional Service Agreements <ul style="list-style-type: none"><li>Sean Hughes – Music at Chancellor's Circle Dinner - \$1,200</li><li>California Premier Auctions, Inc. – Auctioneer at Silver Spur - \$4,500</li><li>Joie De Vivre Photographie – Photographer for Silver Spur - \$1,396.13</li><li>Wolf Creek Brewing Company, LLC – Dinner &amp; Appetizers at Chancellor's Circle Dinner - \$3,500</li><li>AV Party Rentals – Chancellor's Circle Dinner Rentals - \$4,540.25</li></ul> | Shawna Lubs     |
| 2.3 | Transfer of \$60,000 from Fund 86 Endowed Scholarship Account to Raymond James Investment Account per policy  | Shawna Lubs     |
| 2.4 | Transfer from Accumulated Interest/Dividends from Fund 84 to Raymond James Investment Account per policy  | Desiree Dodd    |
| 2.5 | Addition of Key Executive to Foundation Credit Card   | Shawna Lubs     |

**3. INFORMATION**

- 3.1 Board Member Recommendation – Arnoldo Jarquez, Jr. (A.J.)
- 3.2 Dismissal of Board Member – Sean Sarkissian

**Fred Arnold  
Shawna Lubs**

**4. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING**

- 4.1 Adjournment

**Tamara Gurney**