

COLLEGE OF THE CANYONS FOUNDATION
26455 Rockwell Canyon Road, Santa Clarita, CA 91355

College of the Canyons Board of Directors
Meeting - Minutes
 May 27, 2026, 5:00 PM
 UCEN 258

Members Present: Gary Horton (Foundation Chair), Shawna Mann (Foundation CEO), Jason Hinkle (Foundation Treasurer), Jasmine Ruys (President/Superintendent), Dawn Abasta, Lisa Burke, Bruce Fortine, Tamara Gurney, Eric Harnish, William Harwood, Arnoldo Jaquez, Jeremy Patrich, Matt Sreden, David Vakil

Members Absent: Joyce Carson, Steve Corn, Tom Dierckman, Shawn Fonder, Malik Jackson, Taylor Kellstrom, Jesse McClure, Jill Mellady, T Meyer, Karina Momary, Leticia Meza-Guerrero, Randy Moberg, George Reyes, Scott Schauer, Doreen Shine, Cindy Stephens, Paul Wickline

Foundation Staff Present: Desiree Dodd (Director of Development and Engagement), Dylan Mahoney (Events and Marketing Coordinator), Mayra Cuellar (Administrative Assistant V)

District Staff Present:

Affiliated Guests Present: Sharlene Johnson

Other Attendees: Rachel Geraci

4. ADJOURNMENT OF JOINT MEETING WITH BOARD OF TRUSTEES AND RECONVENE COC FOUNDATION BOARD MEETING

4.1	Call to Order	Gary Horton
	Gary called the meeting to order at 7:31 PM.	
4.2	Approval of Meeting Minutes from March 24, 2026	Gary Horton
Motion to Approve: Dawn Abasta	Second: Jeremy Patrich	Vote - Passed: 14 Yes Jason Hinkle, Bruce Fortine, Tamara Gurney, David Vakil, Jeremy Patrich, Dawn Abasta, Shawna Mann, Gary Horton, Jasmine Ruys, Lisa Burke, William Harwood, Eric Harnish, AJ Jaquez, Matt Sreden 0 No 0 Abstention

5. PUBLIC COMMENT

5.1	Comments by Members of the Audience NOT on the Agenda	Gary Horton
	Gary Horton began by expressing appreciation for the meeting, noting it provided valuable information and motivation. He welcomed Rachel Geraci and looks forward to her contributions. The discussion shifted to fundraising	

	<p>materials, noting the informational cut sheets prepared by Dylan Mahoney. These materials were deemed beneficial to potential donors.</p> <p>It was highlighted that folders containing relevant data, fact sheets, and case studies had been purchased to create comprehensive packages for prospective donors. Gary Horton shared a personal experience visiting a friend at the hospital, where he encountered a student nurse from the College of the Canyons Nursing Program who expressed enthusiasm for her studies and shared her scholarship experience.</p> <p>Gary Horton mentioned involvement in various committees, particularly the President's Committee, which secured a \$10,000 donation for the Canyon Promise program. This donation came from Casper Carell, a relative of his, emphasizing the potential for impactful contributions when targeting the right individuals. Gary Horton encouraged all participants to pursue similar fundraising efforts.</p>	
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6. INFORMATION AND ITEMS APPROVED BY EXECUTIVE COMMITTEE

6.1	Financial Statements as of March 31, 2026	Lisa Burke
	<p>The adopted budget for the fiscal year included revenues of \$385,300 and expenses totaling \$306,599, resulting in a net revenue of \$78,701. As of March 31st, the organization is 75% through the fiscal year, and current revenues amount to \$189,000, which is 49% below budget. Meanwhile, expenses of \$227,000 are at 74%, leading to a net revenue shortfall of \$38.05.</p> <p>It was noted that the figures do not include the Silver Spur event, and updates will reflect more accurate numbers in the coming months. Year-to-date fundraising efforts have yielded \$22,205 in unrestricted giving, with golf earnings at \$142,895 and LACOE interest and dividends at \$2,125.</p> <p>Regarding expenses, while some categories align with the budget, there are variances due to higher costs for contract services and memberships, as well as increased credit card fees from online payments. Adjustments will be made in the tentative 2026-27 budget to address these issues.</p> <p>The golf tournament in October generated \$142,895 in revenue against \$60,639 in expenses, resulting in a net income of \$82,256, which is higher than the previous year, despite being below the original budget expectations due to a missing event included in last year's budget.</p> <p>Looking ahead to the Silver Spur event, ticket sales and sponsorships are on track, with approximately \$70,000 raised as of March 31st. The team expressed gratitude to everyone involved in organizing the event.</p>	
6.2	Professional Service Agreements	Shawna Mann
	<ul style="list-style-type: none"> • Peter Garcia – Guest Speaker for Music 110 Class - \$250.00 (Innovation Grant) 	

	<ul style="list-style-type: none"> • Kwasi Connor – STEM Speaker Series Speaker - \$1,000.00 (Innovation Grant) • Emilia Moscosos Borja - Guest Speaker for Music 110 Class - \$250.00 (Innovation Grant) • IntellectSpace Corp (Live Alumni) – Software - \$5,635 	
	<p>The discussion focused on several professional service agreements approved by the executive committee. Two guest speakers for the Music 110 class, Peter Garcia and Emilia Mosposos Borja, were funded through an innovation grant allocated to the music department. Kwasi Connor served as a speaker in the STEM series and received a separate \$1,000 innovation grant for his department.</p> <p>The conversation also covered the recent acquisition of the Live Alumni software, which is currently used to gather and analyze data from LinkedIn. This software aims to identify COC alumni and provide valuable information, including names, employment histories, and geographic locations. The goal is to target these individuals for potential donations. Once they become donors, their information will be transferred to Razor's Edge, a separate system that limits data records without incurring higher costs.</p> <p>The Live Alumni software has been purchased for an initial one-year trial to assess its usefulness. Should it prove beneficial, the department plans to pursue a three-year contract to reduce costs. Melayn Poladian, who previously worked with this software at CSUN, recommended it, and the team is optimistic about its potential to help identify new donors. The meeting concluded with an invitation for questions regarding the professional service agreements.</p>	
6.3	Update on Review of Investment Policy	Shawna Mann
	<p>The investment policy, initially addressed in the previous meeting, requires deeper analysis. Consequently, a special meeting of the Finance Committee has been scheduled for June 5th at 8:30 AM, dedicated solely to investment policy. Once the committee approves the revised policy, it will be presented to the executive committee, then to the full board in July. While no updates are available at this moment, all members are welcome to attend the special meeting as guests.</p> <p>The board includes financial professionals whose insights will be critical in shaping the investment strategy. The discussion emphasized the importance of not just establishing benchmarks but rather focusing on how the funds are invested and deployed effectively. Financial advisor James Schramm will participate in the special meeting to clarify the policy's complex details, given his prior involvement in its revision.</p>	
6.4	Board Member Nomination Flow Chart	Shawna Mann
	<p>The board discussed a new nomination process for prospective members, facilitated by a flowchart. The process aims to streamline how individuals are brought onto boards or committees. When a current member identifies a potential candidate, they are encouraged to inform the board chair, who will</p>	

	<p>meet with the individual to discuss their interest and provide a campus tour. If the candidate remains interested, they will complete a nomination packet, which will be forwarded to the nominating committee for review.</p> <p>The committee, including members Gary Horton, Cindy Stephens, Tom Dierkman, and Dawn Abasta, will conduct interviews and determine whether to recommend the candidate for a vote by the executive committee and subsequently the full board. This new approach is designed to be respectful of all parties involved, eliminating the awkwardness that arose when potential candidates attended meetings before their nominations were finalized.</p> <p>The board also addressed concerns regarding membership limits outlined in the bylaws, currently set at 50. There was discussion about accommodating silent investors who may not be active but wish to support the organization financially. The current board has 34 members, with approximately 20 deemed active, prompting discussions about improving engagement with less active members. Additionally, the board noted that factors such as age and illness have affected member participation and acknowledged the need to manage these changes sensitively. The status of Scott Schauer was also clarified; he has stepped down as co-chair but remains involved in other capacities.</p>	
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7. APPROVAL

7.1	Tentative Budget for the 2026-2027 Fiscal Year	Shawna Mann
	<p>The discussion focused on the tentative budget for Fund 81, the operating budget. An update was provided on revenues, which will remain consistent with the previous year, including interest, dividends, and transfers. Unrestricted giving was addressed, noting that the prior year's target of \$165,300 was not met and that this year's projection is estimated at \$30,000. The budget for unrestricted giving has been increased to \$60,000, representing a reasonable doubling of last year's actuals.</p> <p>Adjustments were also made to the golf tournament, with revenue projections decreased based on past performance, and the Silver Spur budget is set at \$90,000 based on this year's projections. Regarding expenses, only one employee's salary and benefits are fully covered by the foundation; the increase is attributable to the step schedule, and all other expenses remain unchanged.</p> <p>Contract services have slightly decreased in cost, while mileage claims have been significantly reduced due to low usage. Although no conferences were attended this year, a budget allocation remains to allow for future opportunities. The budget for event and meeting attendance has been reduced by half based on actual expenses.</p> <p>Memberships, particularly with VICA (Valley Industry and Commerce Association), were also discussed. The foundation has opted to retain a mid-</p>	

	level membership to access events, which includes two tickets to each. Efforts are underway to explore opportunities to collaborate with the college to share some of the membership costs. The membership offers valuable networking opportunities with elected officials and nonprofit organizations, potentially leading to revenue generation. Positive outcomes from recent interactions suggest a promising return on investment if the resources and connections are fully utilized. Overall, careful consideration of expenses and potential revenue channels was emphasized throughout the discussion.	
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Motion to Approve: Shawna Mann	Second: Jeremy Patrich	Vote - Passed: 13 Yes Jason Hinkle, Bruce Fortine, Tamara Gurney, David Vakil, Jeremy Patrich, Dawn Abasta, Shawna Mann, Gary Horton, Jasmine Ruys, Lisa Burke, Eric Harnish, AJ Jaquez, Matt Sreden 1 No William Harwood 0 Abstention
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7.2	Add Director of Development & Engagement to Ex Officio Membership in place of Chief Development Officer in Bylaws	Shawna Mann
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	Shawna Mann discussed a proposed change to the bylaws concerning ex officio officers. The adjustment involves replacing the Chief Development Officer position—previously held by ML Copeland—with a Foundation Development Officer role, which Desiree Dodd currently holds. This change does not introduce a new ex officio position but replaces the existing one. Minor formatting details, including spacing issues after a period in the document.	
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Motion to Approve: Dawn Abasta	Second: Jeremy Patrich	Vote - Passed: 14 Yes Jason Hinkle, Bruce Fortine, Tamara Gurney, David Vakil, Jeremy Patrich, Dawn Abasta, Shawna Mann, Gary Horton, Jasmine Ruys, Lisa Burke, William Harwood, Eric Harnish, AJ Jaquez, Matt Sreden 0 No 0 Abstention
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8. ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING

8.1	July Board Meeting – Tuesday, July 21st at 5:30 pm	Gary Horton
	Board Installation on June 17th at 5:00 pm at 360 Suites	Shawna Mann

8.2	Adjournment	Gary Horton
	Adjourned at 8:35 pm	