

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

**College of the Canyons Board of Directors**

**Meeting - Minutes**

March 25, 2025 5:30 PM

Canyons Hall 201

**Members Present:** David Andrus, JD (Interim President), Jason Hinkle (Foundation Treasurer), Shawna Mann (Foundation CEO), Monica Lee Copeland (Foundation Secretary), Dawn Abasta, Lisa Burke, Joyce Carson, Tom Dierckman, Shawn Fonder, Bruce Fortine, Tamara Gurney, William Harwood, Arnoldo Jaquez, Taylor Kellstrom, Jenny Ketchepaw, Ed Masterson, Jesse McClure, Jill Mellady, T. Meyer, Leticia Meza-Guerrero, Randy Moberg, Scott Schauer, Matthew Sreden

**Members Absent:** Dr. Thea Alvarado, Steve Corn, Gary Horton (Foundation Chair), Brian Kogle, Mike Lebecki, George Reyes, Doreen Shine, Joyce Shulman, Ryan Theule

**Foundation Staff Present:** Desiree Dodd (Director of Development and Engagement), Melayn Poladian

**Staff Present:** (Foundation Relations Coordinator III), Dylan Mahoney (Events and Marketing Coordinator)

**District Staff**

**Present:** Darlene Trevino (Board of Trustees Liaison)

**Affiliated**

**Guests Present:** Harriet Happel, Cindy Nelson

**Other**

**Attendees:** Jeremy Patrich, Jason Bergdorfer

**1. PRELIMINARY FUNCTIONS**

**1.1 Call to Order/Establishment of a Quorum**

**Lisa Burke**

Noting that a quorum was present, Lisa Burke called the meeting to order at 5:43 PM.

**1.2 Approval of Meeting Agenda**

**Lisa Burke**

Lisa Burke requested a motion to amend the meeting agenda to remove item 5.2.

**Motion to Approve:**

Taylor Kellstrom

**Second:**

Tom Dierckman

**Voting Yes:**

David Andrus, Jason Hinkle  
Shawna Mann, Dawn Abasta,  
Lisa Burke, Joyce Carson,  
Shawn Fonder, Bruce Fortine,  
Tamara Gurney, William  
Harwood, Arnoldo Jaquez,  
Jenny Ketchepaw, Ed  
Masterson, Jill Mellady, T.  
Meyer, Leticia Meza-Guerrero,

Randy Moberg, Matthew Sreden

Lisa Burke requested a motion to approve the amended meeting agenda.

**Motion to Approve:**

Bruce Fortine

**Second:**

Joyce Carson

**Voting Yes:**

David Andrus, Jason Hinkle  
Shawna Mann, Dawn Abasta,  
Lisa Burke, Tom Dierckman,  
Shawn Fonder, Tamara Gurney,  
William Harwood, Arnoldo  
Jaquez, Taylor Kellstrom, Jenny  
Ketchepaw, Ed Masterson, Jill  
Mellady, T. Meyer, Leticia  
Meza-Guerrero, Randy Moberg,  
Matthew Sreden

**1.3 Approval of Meeting Minutes: February 5<sup>th</sup>, 2025**

**Lisa Burke**

Lisa Burke requested a motion to approve the meeting minutes from the Foundation Board meeting which occurred on February 5<sup>th</sup>, 2025.

**Motion to Approve:**

Taylor Kellstrom

**Second:**

Joyce Carson

**Voting Yes:**

David Andrus, Jason Hinkle  
Shawna Mann, Dawn Abasta,  
Lisa Burke, Tom Dierckman,  
Shawn Fonder, Bruce Fortine,  
Tamara Gurney, William  
Harwood, Arnoldo Jaquez,  
Jenny Ketchepaw, Ed  
Masterson, Jill Mellady, T.  
Meyer, Leticia Meza-Guerrero,  
Randy Moberg, Matthew  
Sreden

**1.4 Introduction of Foundation Chief Development Officer**

**Shawna Mann**

Shawna Mann introduced the Foundation's new Chief Development Officer, Monica Lee "ML" Copeland, to the Board of Directors.

**1.5 Installation of Board Members**

**Darlene Trevino**

Board of Trustees Liaison Darlene Trevino installed Jesse McClure and Scott Schauer as Foundation Board Members, Monica Lee Copeland as Foundation Secretary, and Shawna Mann as Foundation CEO.

**2. PUBLIC COMMENT**

**2.1 Comments by Members of the Audience NOT on the Agenda**

**Lisa Burke**

There were no comments made by members of the audience not on the agenda.

### **3. GUEST SPEAKERS**

#### **3.1 Internship Opportunities for COC Students**

**Harriet Happel**

Harriet Happel and Cindy Nelson provided Board Members with a presentation regarding internship opportunities for COC Students. They informed Board Members about ways they can get involved with the employment center to offer internships to support students' professional development.

Lisa Burke inquired about the specific industries the employment center is looking to partner with. Harriet said that they are currently looking for welding, auto-tech, career-technical education, and computer science internships.

### **4. INFORMATION AND ITEMS APPROVED BY EXECUTIVE COMMITTEE**

#### **4.1 Financial Statements as of January 31, 2025**

**Lisa Burke**

Lisa Burke presented an update on the Foundation's financial statements as of January 31, 2025. With 58% of the fiscal year complete, revenues stand at 36% and expenses at 40%, resulting in a net revenue of approximately \$10,734.

Revenue will begin increasing as Silver Spur revenues come in. Non-special event revenues are low, with the expectation being that they will increase as the year progresses from various channels. The Golf Tournament performed well, netting more than expected in the budget. Lisa expressed interest in revising the budget to reflect changes to Chancellor's Circle.

Operating expenses have increased as the Events and Marketing Coordinator has now been filled.

The Foundation has \$30,000 in interest that can be pulled from Fund 82 to help balance the budget if needed. Jason stated that it is unlikely that the entirety of that interest will need to be used, indicating that there may be savings which can be reinvested.

Jason Hinkle shared that the Foundation is currently on track to meet its budget goals.

#### **4.2 Professional Service Agreements**

**Shawna Mann**

- **The Langham Huntington – Silver Spur - \$44,800.00**

Shawna Mann presented the professional service agreement for the Langham Huntington, the venue for the upcoming Silver Spur Ceremony. Dylan provided updates regarding sponsorships secured and revenue generated.

#### **4.3 Reinvestment of Endowment Interest**

**Desiree Dodd**

In Desiree's absence, Shawna Mann explained that the Foundation will take the money that has been accumulated in interest from the Foundation Endowment and reinvest it to allow the endowment to continue to grow. As the endowment continues to grow, the Foundation can become increasingly independent.

#### **4.4 Presentation on the Future of Fundraising**

**Shawna Mann**

Shawna Mann presented the future of fundraising at the Foundation. She began the presentation by formally introducing Monica Lee "ML" Copeland. Shawna noted her extensive experience in the public and private sector, her CFRE and MFA certifications, and her accomplishments outside of her professional life.

She then noted that David Andrus, Gary Horton, and ML have worked to create specific definable fundraising goals, including a mixture of quick-win and long-term items. Shawna asked that Board Members join committees, donate, and connect with ML.

ML made a note that she looks forward to meeting with every Board Member and explained her intentions for the beginning stages of her position.

## **5. APPROVAL**

### **5.1 Board Member Nominations**

**Shawna Mann**

Shawna Mann addressed the Board nomination for Jeremy Patrich, a faculty member and committed Foundation supporter. She noted his enthusiasm, highlighting his \$20,000 endowment, and strongly encouraged his addition to the Board. She explained that his nomination could be a catalyst for other faculty and staff to get involved with the Foundation. Desiree added that he worked for Disney, and that he could leverage that relationship when it comes to new Board initiatives.

**Motion to approve:**

Jenny Ketchepaw

**Second:**

Joyce Carson

**Voted Yes:**

David Andrus, Jason Hinkle  
Shawna Mann, Monica Lee  
Copeland, Dawn Abasta, Lisa  
Burke, Thomas Dierckman,  
Shawn Fonder, Bruce Fortine,  
Tamara Gurney, William  
Harwood, Arnoldo Jaquez,  
Taylor Kellstrom, Ed Masterson,  
Jesse McClure, Jill Mellady, T.  
Meyer, Leticia Meza-Guerrero,  
Randy Moberg, Scott Schauer,  
Matthew Sreden

### **5.2 ~~Endowment of Roger Van Hook Raising the BAR Fund~~**

**~~Shawna Mann~~**

### **5.3 Foundation Bylaws – Amendments**

**Shawna Mann**

Shawna Mann noted amendments made to Article 4 of the bylaws. These amendments changed the title of the District CEO to Superintendent/President, and Chief Operating Officer to Executive Director. The amendments also removed the Deputy Chancellor, District Assistant Superintendent/Vice President of Instruction, and District Assistant Superintendent/Vice President, Canyon Country Campus titles from the list of “Ex Officio” Board members and added that one additional Administrator from the Valencia Campus and one Administrator from the Canyon Country Campus may be appointed as “Ex Officio” members by the President of the District. It was noted that there was no net change in the amount of potential “Ex Officio” members on the Board.

Furthermore, the Foundation Executive Director will now serve ex officio as the Foundation CEO and the Chief Development Officer will serve ex officio as Foundation Secretary.

**Motion to approve:**

Taylor Kellstrom

**Second:**

Jenny Ketchepaw

**Voted Yes:**

David Andrus, Jason Hinkle  
Shawna Mann, Dawn Abasta,  
Lisa Burke, Joyce Carson, Tom

Dierckman, Shawn Fonder,  
Bruce Fortine, Tamara Gurney,  
William Harwood, Arnoldo  
Jaquez, Ed Masterson, Jesse  
McClure, Jill Mellady, T. Meyer,  
Leticia Meza-Guerrero, Randy  
Moberg, Scott Schauer,  
Matthew Sreden

## **6. REPORTS**

### **6.1 Committee Reports**

**Dawn Abasta**

Dawn Abasta shared updates regarding the 33<sup>rd</sup> Silver Spur Ceremony and addressed the Foundation Board Member Sponsorship. Desiree asked Board Members to assist in the procurement of live auction items for the event.

Taylor Kellstrom updated the Board on the upcoming 3 on 3 Basketball Tournament. He noted that a \$1,000 sponsor has been secured, and he addressed upcoming plans to market the event.

Desiree shared that POA has raised roughly \$15,000 in memberships this year.

### **6.2 President's Update**

**David Andrus**

David Andrus provided an update on the College's plans for the Advanced Technology Center and shared the newest renderings with the Board. He stressed that the ATC is a large capital project, but assured Board Members that there are multiple funding streams being utilized and explored. He made brief comments regarding the renovation of the Student Center and updates to the Canyon Country Campus.

## **7. ADJOURNMENT**

### **7.1 Next Full Board Meeting: Joint Meeting with Board of Trustees**

**Lisa Burke**

Lisa Burke announced that the following Full Board Meeting will be a Joint Meeting with the Board of Trustees.

### **7.2 Adjournment**

**Lisa Burke**

Lisa Burke adjourned the meeting at 6:58 PM.