



MINUTES

Barstow College Foundation

June 24, 2014

Learning Resource Center Conference Room

Items 1 & 2 – Call to Order and Roll Call: The regular meeting of the Barstow College Foundation Board of Directors was held on June 24, 2014 in the Learning Resource Center on the Barstow Community College campus, 2700 Barstow Rd., Barstow, CA. The meeting was called to order by President Wendi James at 6:01 p.m. Present were Directors Bob Clemmer, Abel Contreras (arrived 6:03 p.m.), Joanne Cousino (arrived 6:12 p.m.), Jim Pinto, Charles Mattix, Max Atalla and Julie Hackbarth-McIntyre. Also present were Maureen Stokes, Trustee Tim Heiden, Maureen Davis, Shawna Robbins, Jeri Justus, and Dr. Deborah DiThomas. Absent were Director Bea Lint and Vice President Lorraine Barnes.

Public Comment – There was no public comment.

Item 3 – Consent Calendar – There was a motion by Julie Hackbarth-McIntyre and seconded by Bob Clemmer to approve the consent calendar consisting of the June 24 meeting agenda, April 22 meeting minutes, and deposits for the month of April and May, 2014, expenditures for the month of April and May, 2014 along with miscellaneous reports and correspondence.

Item 4 – Report – Financial Deposits & Expenditures - Maureen Davis discussed the check detail for the months of April and May in the amount of \$3,211.00 and \$3,681.68, respectively. She also discussed deposits for the months of April and May in the amount of \$34,929.59 and \$757.00, respectively. Funds from Strive through Thrivent Financial will be moved into the general fund. Bob Clemmer inquired about fund level currently in the general fund. Julie Hackbarth-McIntyre stated the Finance Committee will look at this closer at their next meeting.

Item 5 – Report- Barstow Community College Board Meeting – President Wendi James reported that the Board of Trustees approved the grand opening date for the Perform Arts Center and recognized the work by the BCF for the grand opening event.

Item 6– Discussion – Receipt of letter from Director Barnes resigning as vice president – President Wendi James stated that Lorraine Barnes stepped up as vice president on temporary basis and the vice president usually assumes presidency upon completion of the president’s term.

Item 7-Action- Acceptance of Director Barnes’ resignation as vice president and nomination of replacement – After a brief discussion, a motion was made by Bob Clemmer with a second by Abel Contreras to accept the resignation of Lorraine Barnes as vice president of the BCF. Motion passed unanimously.

Item 8– Discussion – Annual BBQ budget, tickets, menu and PAC tours – Bob Clemmer reported that the drawing tickets were being printed and J and S Specialties will once again provide food for event at cost to the barbecue. Pricing for tickets will remain the same (\$200 drawing ticket, meal \$10 for adults and \$5 for children). Set-up will be 11 am to 2 pm. Liquor license will be through the Business Office. After a brief discussion, Maz Atalla stated he'd get the license through his contacts. Business Office to work with Max as needed. Filing for drawing through State of California needs to occur as per past procedure. A brief discussion followed. Dr. DiThomas will take ownership and lead of tours of PAC with help from the Board of Trustees and administration. Tours will begin at 2 p.m. A flier needs to be created with designated tour times, include mission of PAC, opportunities for support and its significance to Barstow. A brief discussion followed about the PAC fundraising brochure.

Item 9– Action – Approval of BBQ Budget of \$2,500 and PAC tour details – There was a motion by Abel Contreras with a second by Joanne Cousino to approve a BBQ budget not to exceed \$2,500 and PAC tour details as discussed. Motion passed unanimously.

Item 10– Report – President’s Advisory Group Report – Dr. DiThomas discussed the structure of the President’s Advisory Group for the Performing Arts Center (PAG PAC), the sub committees and the planning process chart. The retreat to be held with the Board of Trustees will further discuss the future role of the group and the committees. BCC is responsible for figuring out how the PAC operates, and Academic Affairs (Instruction) is in discussion about its programs. We have small growth for FTES but we decide where. Growth of Performing Arts as a whole is necessary. Fundraising for the operation of the PAC is where BCF comes in. The hope is that the Board of Trustees provides seed money and bear minimum financial support. By example, The Kennedy Center in D.C. isn't self-sustaining. Feds allocate 45% financial support and 55% is through performances. Hope through the fundraising plan for the PAC and the investments thereof by the BCF operational costs will be sustained. Appreciate the support of the BCF with the PAC and its grand opening, but BCF will revert to fundraising as it should be for the PAC. Hope to hire a director for the PAC and PAG PAC to revert back to advisory group once grand opening has occurred.

Item 11– Discussion – Use of funds for the Performing Arts Center PAC- This item was tabled pending further discussion.

Jim Pinto left the meeting at 6:35 p.m., excused departure.

Item 12 –Action – Approval of Use of funds for the Performing Arts Center (PAC) -There was a motion by Abel Contreras with a second by Bob Clemmer to have Barstow College Foundation (BCF) direct funds generated for the PAC be placed into the existing BCF PAC account for the operating expenses for the PAC. The funds are to be spent for the operating expenses for the PAC and at the discretion of the Barstow Community College president or designee. Motion passed unanimously.

Item 13 – Discussion – PAC grand opening date, performance and proposed budget – Julie Hackbarth-McIntyre handed out proposed budget worksheet and discussed the elements thereof. There was a brief discussion followed by Charles Mattix stating the committee has done a tremendous amount of work. We need to move forward as a group since time and efforts have already been expended. Goal is to obtain as many “in kind” services to offset some proposed budget costs. \$100 for VIP tickets would support costs, along with sponsorship in Playbill, etc. There will be a meeting set up with Luanne Hunt, Maureen Stokes, Wendi James and Dr. DiThomas to further review budget and assign duties for grand opening event.

Item 14 – Action – Barstow College Foundation Board Directors recommends approval of the date of February 21, 2015 and performance of the FAB FOUR (or similar group) as the grand opening event for the PAC – The above motion was made by Charles Mattix with a second by Joanne Cousino. There was brief discussion. Motion passed unanimously.

Item 15 – Action – Barstow College Foundation Board of Directors recommends approval of an amount not to exceed \$35,000. The amount spent up to \$35,000 will be reimbursed to the BCF first to cover grand opening costs and additional funds to be placed into the PAC operational account. – The above motion was made by Charles Mattix with a second by Bob Clemmer. Motion passed unanimously.

Item 16 – Report – PIO/Foundation Liaison Report – Maureen Stokes stated that the next PIO/Foundation secretary will start work on Monday, July 7 and her name is Michelle Berndt.

Item 17 – Report – Executive Director Report – Jeri Justus reported the Foundation’s credit card machine is available for use in the Business Office for anyone paying by credit card. We need to remove Lorraine Barnes and replace with Joanne Cousino as check signer with DCB. Received pricing for smart phone through Radio Shack, Wal-Mart and Trac Phone. Shawna Robbins and Max Atalla added to the discussion regarding smart phones. Dr. DiThomas suggested Max meet with George Walters, Shawna and the IT staff to discuss this item further. Give Big San Bernardino officially raised \$2,745. Minus fees, total to PAC for this fundraiser was \$2,610.60. Also there are seven alumni that have signed up to the BCC Alumni Association. Kris Okamuro sent a letter of regrets that he will not be able to participate as a potential member of the BCF at this time due to other obligations. Eddie Pate stated the same.

Item 18 – Comments – Board Members

Charles Mattix – Happy things are moving forward.

Joanne Cousino – Very exciting to see continued progress on the PAC.

Bea Lint – Thanked Kris for attending meeting and expressing interest in the Foundation.

Max Attala – No comment.

Julie Hackbarth-McIntyre – Thanked everyone for the support of FAB FOUR and tentative date for PAC grand opening.

Bob Clemmer – Julie and Bob will contribute to the PAC \$1,500 inaugural President’s Circle and \$200 Tony Hackbarth scholarship.

Dr. DiThomas – Invited anything interested in seeing the PAC, there will be a tour with the BACC Economic Development Committee beginning at 8 a.m., or next BCF meeting.

Abel Contreras – Proud of PAG PAC and work of the BCF.

Wendi James – Expressed gratitude for time spent by BCF members on committee meetings each month.

Item 19- Next Meeting- The next meeting of the Foundation Board of Directors is scheduled for July 22, 2014 at 6:00 p.m.

Item 20– Adjournment: President James adjourned meeting at 7:40 p.m. without objection.

Maureen Stokes – Recording Secretary

Wendi James – President