



## MINUTES

Barstow College Foundation

July 22, 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 July 22, 2014 in the Learning Resource Center on the Barstow Community College campus, 2700 Barstow Rd., Barstow, CA. The meeting was called to order by Director Julie Hackbarth-McIntyre at 6:03 p.m. Present were Directors Bob Clemmer, Abel Contreras (arrived 6:17p.m.), Joanne Cousino, Jim Pinto, Lorraine Barnes and Charles Mattix. Also present were Maureen Stokes, Trustee Tim Heiden, Maureen Davis, Michelle Berndt, Shawna Robbins, Jeri Justus, and Dr. Deborah DiThomas. Absent were President Wendi James, Director Bea Lint and Director Max Atalla.

**Guests** – Steven Foster – CEO Barstow Community Hospital

**Public Comment** – There was no public comment.

**Item 3 – Consent Calendar** – There was a motion by Bob Clemmer and seconded by Lorraine Barnes to approve the consent calendar consisting of the July 22 meeting agenda, June 24, 2014 meeting minutes, and deposits for the month of June 2014, expenditures for the month of June 2014 along with miscellaneous reports and correspondence. Motion passed unanimously.

**Item 4 – Report – Financial Deposits & Expenditures** - Maureen Davis discussed the check detail and deposits for the month of July. Deposits of income for July were in the amount of \$14,318.26. Expenditures for the month of July were in the amount of \$3, 285.82.

**Item 5 – Report- Barstow Community College Board Meeting** – Trustee Heiden reported that the Board of Trustees held a retreat all day today (discussion only) for PAC proposal to hire one full-time manager, 2 part-time employees; a custodian and groundskeeper. Approximately \$200,000 to get it off the ground.

**Item 6– Report – Board and Directors Goal**– Jeri Justus thanked the Board members for meeting most of the goals for 2012-2013. The President’s Circle is established, Alumni Association initiated, grand opening date set for PAC, donor list being updated, credit card in business office implemented, monthly meetings with Dr. Dithomas.

**Item 8-Discussion- Nomination of Vice President**– A brief discussion regarding the new Vice President and duties. Charles Mattix was asked if he would be interested.

**Item 9– Action – Election of Vice President**– A motion was made by Julie Hackbarth-McIntyre to elect Charles Mattix as Vice President and seconded by JoJo Cousino. Motion passed unanimously.

**Item 10– Discussion – Committee for PAC opening night event program sponsorships** – Bob Clemmer and Jim Pinto will serve on the committee with putting together ads and prices for advertising the PAC opening night, should include/ consider business size ads, quarter page size ads, full size ads, etc.

**Item 11– Discussion – Committee for *Breakfast with the Beatles* PAC grand opening promotional event**– Maureen Stokes briefly discussed options on possible month and where the event could take place – table to next month for further discussion.

**Item 12– Discussion – VIP Treatment – PAC grand opening night event-** Abel Contreras, JoJo Cousino and Julie Hackbarth-McIntyre will get together and discuss options for the VIP treatment and give a report of what they have come up with next month’s meeting

**Item 13 –Action – The Board of Directors recommends \_\_\_\_\_ for VIP treatment for guests attending PAC opening night-** no action – tabled to next month

**Item 14 – Discussion – Donation to Callboard Performing Arts Club** – Dr. DiThomas and M. Stokes briefly discussed using students and volunteers for ushering, etc. Possible donation to students club for helping with the event. Tabled to next month’s meeting for further discussion.

**Item 15 – Action – The Board of Directors recommends donating \$ \_\_\_\_\_ to the Callboard Performing Arts Club for assistance with PAC opening night event** – no action taken – tabled to next month for further discussion.

**Item 16– Discussion – BCF volunteers requested for PAC box office opening night** – Lorraine Barnes to contact Sue Jones & Nancy Perkins (Friends of the Foundation) to work the box office for opening night.

**Item 17 – Discussion – PAC ribbon cutting date: Sept. 30, 2014** – M. Stokes briefly discussed the time for the ribbon cutting. It was concluded that the time should be at 5:00pm or after for people that work.

**Item 18 – Report – President’s Advisory Group Report** – Dr. DiThomas stated that the group has been meeting monthly. After the August meeting and the approval of the operational costs the meeting will only be held in the Spring and the Fall.

**Item 19 – Report – PIO/Foundation Liaison Report** – Maureen introduced the new PIO Foundation Secretary, Honors Day is Thursday, July 24, 2014 at 6:00pm, and working on getting the Sumac software updated with Michelle.

**Item 20 – Executive Director Report** – 5 signed up for the President’s Circle - \$6000.00; 13 New Alumni; 1 Benefactor at \$500.00; Sold 10 seats for \$3000.00; total \$9500.00 toward PAC. Will set goals for fundraising after the grand opening.

**Item 21 – Comments – Board Members**

Charles Mattix – No comment

Joanne Cousino – No comment

Bea Lint – Absent

Max Attala – Absent

Julie Hackbarth-McIntyre – No comment

Bob Clemmer – No comment

Dr. DiThomas – No comment

Abel Contreras – No comment

Jim Pinto – inquired about a flyer to share with potential business owners to sell ad space for PAC

Wendi James – Absent

Lorraine Barnes – BBQ instructions for ticket sales – she will email excel sheet to those who sold last year and it will show who you sold to last year. Tickets need to be bought by September 8, 2014.

**Item 22- Next Meeting-** The next meeting of the Foundation Board of Directors is scheduled for August 26, 2014 at 6:00 p.m.

**Item 23– Adjournment:** Director Julie Hackbarth-McIntyre adjourned meeting at 7:01 p.m. without objection.

---

Michelle Berndt – Recording Secretary

---

Julie Hackbarth-McIntyre – Director