

**Orange Coast College Foundation
Board of Directors Meeting Minutes
Thursday, September 23, 2021, 5:30 pm
OCC College Center Ballroom B, 3rd Floor**

Attendees: David Cline, Jeff Hyder, Bill Wood, Eileen Lewis, Kat Carroll, Blade Gillissen, Steve Tamanaha, Shana Jenkins, Marc Harper, Madjid Niroumand, Michelle Grimes-Hillman, Angelica Suarez, Christina Amaral, Peggy Fort, Doug Bennett, René Kinn, Sean Wellengard, Liz Parker, Sierra Wisner, and Dave Grant

Guest: Thomas Selzer

- A. **College Center Tour:** Thomas Selzer took us on a tour of the College Center cooking and dining facilities.
- B. **Welcome & Introductions:** Dave Cline welcomed everyone and praised the tour of the College Center and all that has to offer. The Foundation went around the table with introductions.
 1. **Approval of Minutes of August 3 as emailed:** Minutes approved.
- C. **College Update:** Dr. Angelica Suarez commended the design of the College Center and noted the silver lining to the pandemic was the ability to complete all the construction without much disruption. Dr. Suarez turned over to VP of Instruction, Michelle Grimes-Hillman to discuss the on-campus presence with 75% of classes still online and 25% in person. The in-person classes are largely made up of Visual and Performing Arts, CTE, and Kinesiology and Athletics. For Spring, OCC will continue to have an enhanced online presence, but will transition to having more classes on campus in the hopes of a waning pandemic. OCC has been able to hire 11 new faculty for Fall 2022. OCC has been reaching out to high schools across the county as well as adults for our adult working college to assist in getting people back into the work force and bring up OCC's enrollment. Dr. Suarez then went into detail over the allocation of hiring new faculty before turning over the College Report to Dr. Niroumand in regards to OCC's Student Housing. Madjid thanked everyone for their support of the housing project. Last year, with the Harbour at 40% occupancy, there were financial issues. This year, the Harbour is almost at full occupancy (94%). Including RA's there are currently 737 residents at the Harbour with 712 being OCC students, 11 Golden West students, 4 from Coastline, and 2 from other universities. With Housing Assistance, 102 students are on the Pirate's Promise having their rent supported by \$400 - \$600 per month for a total of around \$550,000 per month from the Pirate's Promise Program. Dr. Suarez noted that thankfully stimulus dollars offset some of the shortfall from the past year's lack of occupancy at the Harbour with a cost to the college being around \$2 million. In summation, Dr. Suarez stated that in order to ensure a safer campus vaccine mandates will be enforced for students, staff, and faculty in the Spring semester.
- D. **Executive Committee Report:** Dave Cline delegated Doug Bennett to deliver the Executive Committee Report.
 1. **Allocation of Annual Pepsi Grant of \$65,000 to Instructional Food Services and Giving Tuesday Campaign:** For the past several years, the Pepsi Grant has been used to encourage donations to scholarships and groups by gift matching on Giving Tuesday with 75% and the remaining 25% going towards Instructional Food Services. Doug proposed what was done last year with the Foundation matching .50 on the \$1 up to \$1,000 on Giving Tuesday with 75% of the Pepsi Grant and the remaining 25% going to Instructional Food Services discretionary fund. The motion was seconded and passed.

- E. **Marine Activities Report:** Doug Bennett spoke on the Marine Activities report in Patrick Munoz's absence as the Marine Activities committee met on Monday to discuss the Program and the Ribbon Cutting tomorrow.
1. **Nordic Star Update:** The second offer for the *Nordic Star* fell through for similar reasons as to why the buyer backed out of the first offer stating that the boat needs a paint job in the range of \$250,000 - \$400,000 among other maintenance. The *Nordic Star* is back on the market and has been viewed by a couple people.
 2. **Drumbeat Update:** The Drumbeat is a 92ft luxury motor yacht that was received about one year ago, which recently received an offer of \$2.1 million from a buyer in New Hampshire. The Marine Committee authorized to put in a counter offer of \$2.85 million and the buyer has countered at \$2.65 million. The Committee is hoping to get \$2.7 million, but does not want to scare the buyer off over the difference.
 3. **Budget Allocations from Marine Restricted Accounts for 2021-2022:**
 - a. **\$400,000 for general support of School of Sailing & Seamanship Programs:** Doug motioned that \$400,000 be allocated to the School of Sailing & Seamanship Programs, which is a reduction from last year (\$500,000) as Sarah Hirsch had a successful and profitable season with OCC also assisting with M&O. The motion was seconded and passed.
 - b. **\$390,150 to Professional Mariner Program for annual expenses & start-up fees:** Doug explained that \$90,000 was for one-time fees and the rest is for ongoing operation. The goal to offset the cost in the future is to have contracts with organizations, such as the Navy coming out next week, to utilize the Bridge Simulator. The motion to allocate \$390,150 was made, seconded, and passed.
 - c. **Approval of \$100,000 budget for signage at Waterfront Campus:** Doug expressed that the visibility of the Waterfront Campus is tricky going down PCH and so additional signage designed by HPI would be beneficial. Jeff Hyder moved to table the motion until further information on the cost was laid out. Motion for approval of \$100,000 budget signage to be tabled until the next meeting when more information is presented was seconded and passed.
 4. **Approval of 2021-2022 Contract for \$90,000 with Yacht Donation Consultants:** Doug discussed how last year we had hired Brad Avery with Yacht Donation Consultants to assist with the acquisition and selling of big gift boats at the cost of \$7,500 per month. Doug Bennett and Sarah Hirsch's recommendation is to renew the contract with Brad Avery at \$90,000 annually. The contract also allowed for Brad Avery to receive up to 3% commission from boats where he acted as the broker, which he has not requested. Jeff Hyder suggested that the contract be amended to remove the 3% commission if it was not going to be claimed or to ensure that Brad Avery get paid what is owed. Rene Kinn proposed that going forward the monthly invoices indicate the boats being worked on and whether the 3% commission is declined. Motion for contract negotiation of the 2021-2022 Contract with Yacht Donation Consultants be sent back to the Executive and Marine Committees for clarification and the Executive Committee be vested with the power to negotiate this contract, get it signed by all parties, and move on without the need to bring it back before the board.
- F. **Athletic Endowment Allocations:** Jeff Hyder spoke on the Athletic Endowment Allocations.
1. **\$55,000 for general intercollegiate athletic expenses from the Hilgendorf Endowment:** In order to cover operational expenses, officials, memberships, overhead, and admin, Jeff Hyder requested a motion for a one-time \$55,000 allocation for general intercollegiate athletic expenses from the Hilgendorf Endowment. The motion was made, seconded, and carried.

2. **\$50,000 for Men's Crew from Maruja Baldwin Crew Endowment:** Jeff Hyder requested a motion for \$50,000 be allocated from the Maruja Baldwin Endowment for operational expenses. The Maruja Baldwin Endowment has been used for operational expenses since the late 90's. The motion was made, seconded, and passed.
- G. **Finance & Investment Report:** Marc Harper stated that the market is doing well and year-to-date we are up \$3 million in appreciation. As of August 31st, the Foundation is at \$28.8+ million in investments and roughly \$620,000 in cash giving a total of just shy of \$29.5 million.
1. **Northern Trust Update:** Marc Harper acknowledged that we are fortunate to have Northern Trust navigate the markets and not be reactionary as our investments continue to grow.
- H. **ASOCC Report:** Sierra Wisner announced the ASOCC Report explaining that for the past month ASOCC has been mostly focusing on recruiting other student government officers to plan for student events. The past week has been the Pirate Involvement Fair where Student Services and Clubs have met with students via Zoom, which had a pretty big turnout this year thanks to offering incentives. The Advocacy Committee made a survey to gauge how students feel coming back on campus and that transition. The Student Union building has been open for 2 months and ASOCC and the clubs on campus are excited about that.
- I. **Friends of the Library Report:** Eileen Lewis presented the Friends of the Library Report and was grateful for the favorable markets that have been good to the FOTL's endowments. The FOTL are currently looking to have the collection bins painted. The wooden collection bin in the OCC Bookstore was full the other day and so upgrading the bins would be beneficial for containment and visualization. The idea of having an Arts contest for design was proposed.
- J. **Executive Director's Report:** Doug Bennett closed out the meeting with the Executive Director's Report. Doug recounted that OCC alumnus, Scott Lay passed away 5 or 6 days ago and upon request of associates, Rene and Liz setup a scholarship and landing page, which received over \$22,000 (70+ gifts) on Tuesday alone. Chuck Cutenese, the volleyball coach, had a student named Sharon Marshall who passed away in April of 2020 and named the OCC Women's Volleyball Team as a co-beneficiary of an account. Chuck and Doug picked up a check from Schools First on Wednesday in the amount of \$63,476 from Sharon Marshall and Chuck has decided to setup a scholarship in her name and name a bench outside the gym for Sharon with the remaining going to the team.
- K. **Member Comments:** Kat Carroll reminisced about the type of student that Scott Lay was and requested that a donation upon behalf of the Foundation be made to his scholarship and that the motion be put on the next meeting's agenda.

Meeting adjourned at 6:46 pm.

Upcoming Events & Meetings

- Thursday, November 18, 5:30 pm is the next Foundation Board Meeting in the New OCC Student Union