



**A Meeting of the Executive Committee  
January 16, 2019 ❖ 4 – 6 PM**

Allan Hancock College - building B102 (Captain's Room)  
800 South College Drive, Santa Maria, California 93454

**AGENDA**

	<b>Page</b>	<b>Time</b>
1) Call to Order		
2) Roll Call		
3) Public Comment <i>This section of the agenda is intended for members of the public to address the Executive Committee on items involving the Foundation that are being considered in Open Session. Please note that Directors are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda. If you wish to speak to any item listed, please complete a Request to Speak Card available from the executive director. It is suggested that speakers limit themselves to 5 minutes.</i>		
4) Approval of Agenda for January 16, 2019 (ACTION)		4:00 PM
5) Approval of Minutes – October 10, 2018 (ACTION)	1-4	4:02 PM
6) Announcement of College Trustee Appointments to Foundation Board for 2019 (Information)	5	4:03 PM
7) Finance Committee	6	4:05 PM
7. A. Report on Meeting with Foundation Investment Managers (Information)		
7. B. Endowment Scholarship and Program Funding 2018-2019 (ACTION)		
7. C. Marian Hancock Scholarship Endowment Award for May 2019 (ACTION)		
7. D. Foundation Resolution 2019-01 <i>Authorization of Savings, Checking and Investment Account Signatures</i> (ACTION)		
7. E. Independent Auditor's Report for period ending June 30, 2018 (ACTION)		
7. F. Auditor's Draft IRS Form 990 Period Ending 06-30-2018 (ACTION)		
7. G. Review and Approval of Financial Statements through 6/30/2018 (ACTION)		
7. H. Hancock Promise Gift Fee (ACTION)		
8) Committees and Chairs for 2019 (ACTION)	7-9	4:35 PM
9) Annual End-of-Year Appeal (Information)	10	4:40 PM
10) Statement of Conflict for 2019 (Information)	11	4:45 PM
11) 2018 Accomplishments by Foundation Committees (Information)	12	4:50 PM
12) 2019 Goals for Foundation proposed by Staff (Information)	13	4:55 PM



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**AGENDA**

	<b>Page</b>	<b>Time</b>
13) Committee Reports	14	5:00 PM
13. A. Hancock Promise (Information)		
13. B. Community Ambassador's (Information)		
13. C. President's Circle (Information)		
13. D. Scholarship (Information)	15	5:05 PM
13. E. Governance & Nominations (ACTION)	16	5:10 PM
--Board Member Resignations (ACTION)		
--Review of Giving History (Information)		
--Review of Attendance at Quarterly Board Meetings (Information)		
14) Quarterly Board Meeting – January 24, 2019 Agenda Review (Information)	17-19	5:15 PM
15) Superintendent/President's Report		5:25 PM
16) College Trustee's Report		5:35 PM
17) Executive Director's Report		5:45 PM
18) Other Business		5:50 PM
19) Next Meeting – Wednesday, April 10, 2019, 4:00 PM		
20) Adjournment of Executive Committee Meeting (ACTION)		6:00 PM

*In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Allan Hancock College Foundation office at (805) 925-2004. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.*



\_\_\_\_\_  
Jon Hooten  
Executive Director, College Advancement  
Allan Hancock College

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*The mission of the Allan Hancock College Foundation is to operate for the advancement of education by raising funds and building community support to meet the needs of the college in the areas of scholarships, capital/infrastructure projects and program support.*

**ALLAN HANCOCK COLLEGE FOUNDATION**  
**A REGULAR MEETING OF THE EXECUTIVE COMMITTEE**  
**Minutes of October 10, 2018**

A regular meeting of the Executive Committee was held on Wednesday, October 10, 2018, at 4:02 p.m. at Allan Hancock College, Captain's Room - Building B102, 800 South College Drive, Santa Maria, California.

**Call to Order**

Foundation Board President, Dr. Lee-Volker Cox, called the Executive Committee meeting to order at 4:02 p.m.

**Roll Call**

*Present:* Jim Bray, Dr. Lee-Volker Cox, Trustee Jeff Hall, Bob Manning, Mary Nanning, Glenn Owen, Guy Walker, Dr. Kevin G. Walthers  
*College Staff:* Susan Houghton  
*Foundation Staff:* Toni McCracken, Maggie Moreton

**Public Comment**

Ms. Houghton announced that today was Director Cox's birthday, and all wished him a very happy birthday.

**Approval of Agenda**

President Cox requested that agenda items 10 (board demographics) and 11 (quarterly board meeting draft agenda review) be moved up on the agenda after agenda item 8 (Finance Committee) as he needs to leave the meeting before the scheduled end time of 6 p.m. He called for a motion to approve the agenda as amended.

**MOTION:** On a motion by Director Cox, seconded by Director Bray, the agenda was approved as amended on a roll call vote as follows:

Ayes: J. Bray, L.-V. Cox, J. Hall, B. Manning, M. Nanning, G. Owen, G. Walker, K. Walthers  
Noes: None  
Abstentions: None

**Approval of Minutes – July 11, 2018**

President Cox called for a motion to approve the minutes as submitted.

**MOTION:** On a motion by Director Nanning, seconded by Director Manning, the minutes were approved as submitted on a roll call vote as follows:

Ayes: J. Bray, L.-V. Cox, J. Hall, B. Manning, M. Nanning, K. Walthers  
Noes: None  
Abstentions: G. Owen, G. Walker

**Approval of Minutes – August 13, 2018**

President Cox called for a motion to approve the minutes as submitted.

**MOTION:** On a motion by Dr. Walthers, seconded by Director Nanning, the minutes were approved as submitted on a roll call vote as follows:

Ayes: J. Bray, L.-V. Cox, J. Hall, B. Manning, M. Nanning, K. Walthers  
Noes: None

Abstentions: G. Owen, G. Walker

### **Update on Staffing**

Ms. Houghton reported that Jon Hooten has been hired as the new Executive Director for College Advancement and will start on November 1, 2018. Dr. Hooten has expertise with major gifts, capital campaigns, foundation relations, communications and outreach, program development and planned giving and is currently affiliated with Dunn School in Santa Ynez. He will attend the Foundation's quarterly board meeting on October 25 as a guest to meet the board. A copy of Dr. Hooten's resume was shared with the committee.

She shared that Your People Professionals has been retained for the recruitment the Major Gifts Officer position at the Foundation to replace Toni McCracken who retires in December. Ms. Houghton indicated that Dr. Hooten would be included as part of the hiring committee for this position. Applications close on October 19, with the plan that the position will be filled and in place by mid-November. A copy of the job description was shared with committee members.

An updated organization chart for the College Advancement team and for the Foundation team was reviewed with committee members. Ms. Houghton reported that the Foundation organization chart has been updated to reflect a shift of duties for staff, with the retirement of Toni McCracken, along with updates to job titles.

### **Finance Committee**

Treasurer Owen reported that the Finance Committee now has a plan in place for budget planning with meetings scheduled accordingly through the end of the fiscal year. The committee is also responsible for ensuring that the financial managers following the Foundation's Investment Policy, which includes a range of guidance for a balanced portfolio. In January 2019, the Finance Committee will have scheduled presentations/updates for all financial managers on the status of the Foundation portfolios.

**Review of Financial Statements** – Director Owen reviewed the financial statements and reported the Finance Committee approved the statements as submitted.

**MOTION:** On a motion by Director Owen, seconded by Director Hall the financial statements were approved as submitted on a roll call vote as follows:

Ayes: J. Bray, L.-V. Cox, J. Hall, B. Manning, M. Nanning, G. Owen, G. Walker, K. Walthers  
Noes: None  
Abstentions: None

**Hancock Promise Fee** – Ms. Houghton reported that the foundation's operating budget receives a 1.5% administration fee from the majority of endowments. Currently, the 1.5% administrative fee is not assessed to the Hancock Promise endowment held at Santa Barbara Foundation. The Finance Committee has reviewed and is recommending that the Executive Committee initiate this fee to incoming gifts to the Hancock Promise endowment. Gifts already received to date would not be subject to the new fee if approved. Ms. Houghton shared a handout showing community college foundation gift fees in California. The purpose of the gift fee is would be to support Hancock Promise events and administrative costs associated with the program. Currently, expenses are charged to the foundation's general operations budget. Director Owen and Director Cox discussed the need to have financial support to offset the expenses related to the endowment campaign. There is a need for revenue for the operations of the foundation as well. There was a concern that the gift fee may discourage donors from giving to the Hancock Promise and also starting a fee now since the campaign was already active. Other options discussed was creating a staggered gift fee structure with a fee on higher-level gifts or increasing the current administrative fee of 1.5% to 2.0 or 2.5%. Following a lengthy discussion the

committee agreed to present the idea as an information to the full board at the October 25 quarterly board meeting.

**MOTION:** On a motion by Director Owen, seconded by Director Nanning, the Executive Committee approved presenting the idea of a gift fee for Hancock Promise gifts to the full board at the October 25 quarterly board meeting on a roll call vote as follows:

Ayes: J. Bray, L.-V. Cox, J. Hall, B. Manning, M. Nanning, G. Owen, G. Walker, K. Walthers, G. Walker  
Noes: None  
Abstentions: None

Dr. Kevin G. Walthers and Director Jim Bray left the meeting at 4:50 p.m.

### **Board Demographics**

President Cox shared a handout on the current demographics for the board and provided a list showing areas of need when recruiting new members. Those areas include specific industry, skills and location within the service district of the college. He will provide a survey to the board for input and further discussion.

Ms. Houghton asked about the possibility of alternates for board members unable to attend a meeting and discussion by the committee on this topic. Other options may be to bring on corporate members to send a representative to meetings. It was noted the importance of having representation by key donors such as Marian Regional Medical Center and CoastHills Credit Union.

### **Quarterly Board Meeting – October 25, 2018 – Agenda Review**

Ms. Houghton reviewed the proposed agenda for the October 25 quarterly board meeting. The presentation of a check by Joannie Jamieson will be moved to public comment, and the presentation by Christopher Diaz will be moved to the end of the agenda. Ms. Houghton will provide the Measure Y update as Dr. Walthers is unable to attend the meeting. The topics board demographics will be added to the agenda. Ms. Houghton announced that the new executive director for college advancement would attend as a guest.

Dr. Lee-Volker Cox left the meeting at 5:04 p.m. and Vice President Walker presided over the remainder of the meeting.

### **Hancock Promise**

Ms. Houghton reported the month of September included several proclamations by cities within the service district for Allan Hancock College. Copies of the proclamations were included in the agenda packet. The committee reviewed a list of recent Hancock Promise gifts along with an overall view of total gifts to date.

Ms. Houghton reported that a friend-raising event is planned for Sunday, October 14 in the afternoon at the home of the Higgins in the Santa Ynez Valley. The Hancock Promise Committee for the Santa Ynez Valley identified potential donors to attend and hear from Dr. Walthers about Allan Hancock College and the Hancock Promise program.

### **Community Ambassadors**

Ms. Houghton reported that the Community Ambassadors attended their second session in mid-September with an overview of Academic Affairs and Student Services departments. Deans and the Vice President of Student Services discussed the programs and services provided in both departments.

### **Governance and Nominations**

Ms. Houghton reviewed the board meeting attendance and the giving history spreadsheets with the committee. Board members are requested to attend at least two quarterly board meetings annually. The committee suggested the executive director and the foundation board president contact those members unable to meet the minimum meeting requirement. There was agreement to share the attendance spreadsheet with the board at the October quarterly board meeting.

### **President's Circle**

Ms. Houghton reported that the committee hosted a tailgate party on September 22, 2018. The committee sent out a survey to all members to re-evaluate benefits provided since attendance was less than expected at the tailgate event. The survey results will be presented at the October quarterly board meeting.

### **Scholarship**

Director Manning reported that work is underway on the 2018-2019 scholarship program. The campus scholarship committee has already met to discuss changes to the online scholarship program, welcome new committee members and transition staff at the foundation. The application will launch November 5 and run through February 20, 2019. The annual scholarship event is Thursday, May 23, 2019.

Ms. Houghton updated the committee on the transition of scholarship duties from Toni McCracken to Natalie Rucobo. Ms. Rucobo will assume management of the scholarship program, with some tasks being transferred to the college's Financial Aid office. A handout was shared showing the proposed detail of the transition.

### **Measure Y Bond Update**

Ms. Houghton reported that there have been great endorsements by community leaders and businesses to the Measure Y bond. Several trustees will provide editorials to local media in support of the bond.

### **Executive Director, College Advancement Report – Susan Houghton**

Ms. Houghton reported that the last report for Title III has been filed, and hopes to hear from the federal government by the end of the year for release from the restrictions.

### **Adjournment**

Vice President Walker called for a motion to adjourn the meeting at 5:45 p.m.

**MOTION:** On a motion by Director Owen, seconded by Director Manning, the Executive Committee approved the adjournment of the meeting at 5:45 p.m.

Ayes: J. Hall, B. Manning, M. Nanning, G. Owen, G. Walker

Noes:

Abstentions: J. Bray, L.-V. Cox, K. Walthers

<b>To: Executive Committee</b>	<b>INFORMATION</b>
<b>From: Jon Hooten Executive Director, College Advancement</b>	<b>January 16, 2019</b>
<b>Subject: College Trustee Appointments for 2019 - Update</b>	

**BACKGROUND**

The Allan Hancock College Board of Trustees at its December 11, 2018 meeting appointed Trustee Greg Pensa to serve as the alternate to the foundation board for 2019. Trustee Jeffery Hall will continue as the primary trustee appointment this year.

<b>To: Executive Committee</b>	<b>ACTION</b>
<b>From: Glenn Owen Treasurer &amp; Chair, Finance Committee</b>	<b>January 16, 2019</b>
<b>Subject: Review of Financial Statements</b>	

**BACKGROUND****Further information to be provided after the 1/16 Finance Committee Meeting**

- A. Report on Meeting with Foundation Investment Managers (Information)  
A report will be made about the January meeting with Foundation Investment managers
- B. Endowment Scholarship and Program Funding 2018-2019 (ACTION)  
A report regarding 2019-2020 Endowment Scholarship and Program Funding will be provided.
- C. Marian Hancock Scholarship Endowment Award for May 2019 (ACTION)  
A report regarding the Marian Hancock Scholarship Endowment Award for May 2019 will be made.
- D. Foundation Resolution 2019-01 *Authorization of Savings, Checking and Investment Account Signatures* (ACTION)  
A recommendation will be made regarding the Authorization of signatures for 2019.
- E. Independent Auditor's Report for period ending June 30, 2018 (ACTION)  
A report will be made about the Independent Auditor's Report for the period ending June 30, 2018.
- F. Auditor's Draft IRS Form 990 Period Ending 06-30-2018 (ACTION)  
The Auditor's Draft IRS Form 990 will be presented.
- G. Review and Approval of Financial Statements through 6/30/2018 (ACTION)  
The Financial Statements through 6/30/2018 will be presented for review and approval.
- H. Hancock Promise Gift Fee (ACTION)  
A recommendation will be made regarding the Hancock Promise Gift Fee.

**RECOMMENDATION**

The Finance Committee will provide additional information after their meeting of January 16. If approved, the financial statements will be forwarded to the full board for their review and approval at the January 24, 2019 quarterly meeting.



<b>To: Executive Committee</b>	<b>ACTION</b>
<b>From: Jon Hooten Executive Director, College Advancement</b>	<b>January 16, 2019</b>
<b>Subject: Committees and Chairs for 2019</b>	

**BACKGROUND**

The Foundation committees and chairs for 2019 is presented for the board's review and discussion. The current committee list follows on the next page.

**Recommendation**

Staff recommends approval by the Executive Committee for the 2019 Committees and Chairs as submitted. If approved, this will be forwarded to the full board for their review and approval at the January 24, 2019 quarterly meeting.

## AHC FOUNDATION – 2018-2019 COMMITTEES

### Executive Committee

Staff liaison: Jon Hooten/Maggie Moreton

Members:

Lee-Volker Cox (2025) <i>Pres/Chair</i>	Jim Bray (2023)	Robert Manning (2021)
Trustee Jeff Hall	Glenn Owen (2026)	Mary Nanning (2020)
Kevin Walthers	Guy Walker (2022)	

### Governance/Nominations

Staff liaison: Maggie Moreton

Members:

Mario Juarez (2025) *Chair*  
Ken Ostini (2022)

### President's Circle

Staff liaison: June Aiello

Members:

Maggi Daane (2026) *Chair*  
Roger Welt (2019) *Terms off January 2019*  
Trustee Jeff Hall

### Scholarship

Staff liaison: Natalie Rucobo

Members:

Mary Nanning (2020)  
Ken Ostini (2026)  
Robert Manning (2021) *Chair*  
Tim Harrington (2027)

### Ambassadors/Alumni

Staff liaison: Natalie Rucobo

Members:

Michael Carroll (2024) <i>Chair</i>	Frank Campo (2026)
Jim Bray (2023)	Cynthia Schur (2027)
Rick Rust (2027)	Robert Klug (2024)

## AHC FOUNDATION – 2018-2019 COMMITTEES

### Finance

Staff liaison: Marlyn Cox/Keli

Members:

Glenn Owen (2026) *Treasurer/Chair*

Eric D. Smith

Lee-Volker Cox (2025)

Peggy Hesse (2023)

Judy Frost (2026)

### HANCOCK PROMISE

Staff liaison: Jon Hooten/ June Aiello

Members:

Guy Walker (2022) *Chair*

Jim Fields (2025)

Doris Lahr (2021)

George Johnson (2023)

Trustee Greg Pensa

Lee Volker Cox (2025)

Dan Stevens (2027)

Debra Hood (2027)

<b>To: Executive Committee</b>	<b>INFORMATION</b>
<b>From: Jon Hooten Executive Director, College Advancement</b>	<b>January 16, 2019</b>
<b>Subject: Annual End-of-Year Appeal</b>	

**BACKGROUND**

The Foundation sends out an annual end-of-year appeal to donors who have contributed over the last several years along with including all foundation current/former board members, current/former college trustees, and endowment donors. Staff will report on the results of the mailing as compared to previous years.

<b>To: Executive Committee</b>	<b>INFORMATION</b>
<b>From: Jon Hooten, Executive Director College Advancement</b>	<b>January 16, 2019</b>
<b>Subject: Conflict of Interest Statement</b>	

**BACKGROUND**

According to board policy, annually each foundation board member and staff will submit a signed "Statement of Conduct, Commitment, and Conflict of Interest" to the foundation office that will be on file and maintained as one of the documents open to public inspection in the foundation office. The document will be made available to all directors at the meeting for their signature.

<b>To: Executive Committee</b>	<b>INFORMATION</b>
<b>From: Jon Hooten Executive Director, College Advancement</b>	<b>January 16, 2019</b>
<b>Subject: 2018 Accomplishments by Foundation Committees</b>	

**BACKGROUND**

A PowerPoint presentation will be provided with accomplishments of the Foundation Committees in 2018.

<b>To: Executive Committee</b>	<b>INFORMATION</b>
<b>From: Jon Hooten Executive Director, College Advancement</b>	<b>January 16, 2019</b>
<b>Subject: 2019 Goals and Mission Statement</b>	

**BACKGROUND**

The Foundation staff will present a list of goals they would like to propose for the Foundation in 2019.

*“The mission of the Allan Hancock College Foundation is to operate for the advancement of education by raising funds and building community support to meet the needs of the college in the areas of scholarships, capital/infrastructure projects and program support.”*

<b>To: Executive Committee</b>	<b>INFORMATION</b>
<b>From: Jon Hooten Executive Director, College Advancement</b>	<b>January 16, 2019</b>
<b>Subject: Committee Reports- Hancock Promise, Community Ambassador's and President's Circle</b>	

Reports on behalf of the following Foundation committees:

--Hancock Promise Committee Report

--Community Ambassador's Committee Report

--President's Circle Committee Report



<b>To: Executive Committee</b>	<b>Information</b>
<b>From: Bob Manning Chair, Scholarship Committee</b>	<b>January 16, 2019</b>
<b>Subject: Scholarship Program 2019 Update</b>	

**BACKGROUND**

Chair Bob Manning will update the Executive Committee on this years Annual Scholarship Program progress.

<b>To: Executive Committee</b>	<b>ACTION</b>
<b>From: Mario Juarez, Chair Governance and Nominations Committee</b>	<b>January 16, 2019</b>
<b>Subject: Governance and Nominations Committee</b>	

**BACKGROUND**

A report to the Executive Committee of information and action items:

**- Board Member Resignations (ACTION)**

Rebecca Alarcio

Georgia Schrage

**- Board Member terming off (Information)**

Roger Welt

**- Review of Giving History (Information)****- Review of Attendance at Quarterly Board Meetings (Information)****RECOMMENDATION**

The Governance and Nominations Committee recommends:

--accepting with regrets the resignations of Rebecca Alarcio and Georgia Schrage

Notice of Quarterly Meeting  
Allan Hancock College Foundation Board of Directors  
Thursday, January 24, 2019  
4:00 – 6:00 PM

Allan Hancock College, Boardroom Bldg. B100, 800 South College Drive, Santa Maria, CA 93454

AGENDA

	<b>Page</b>	<b>Time</b>
1) Call to order		4:00 PM
2) Roll Call		4:01 PM
3) Public Comment <i>Public comment not pertaining to specific agenda items is welcome at this time. If you wish to speak to any item listed, please complete a Request to Speak Card available from the executive director. It is suggested that speakers limit themselves to 5 minutes.</i>		4:02 PM
4) Approval of Agenda for January 24, 2019 (ACTION)		4:05 PM
5) Approval of Minutes of the October 25, 2018 Quarterly Board Meeting (ACTION)	1-	4:06 PM
6) Welcome and Remarks by Executive Director and Board President		
7) College Trustee Appointments for 2019 (INFORMATION) A. An announcement of the college trustee appointments to the foundation for 2019.		
8) Finance Committee  A. Endowment Scholarship & Program Funding 2018-2019 (ACTION) A recommendation to accept the 2018-2019 endowment funding proposal.  B. Marian Hancock Scholarship Endowment Award for May 2019 (ACTION) A recommendation to fund the Marian Hancock Scholarship at \$10,000 for the May 2019 scholarship program this year.  C. Independent Auditor’s Report Period Ending 06-30-2018 (ACTION) The Foundation audit for the period ending 06-30-2018 is complete and presented for review and approval by the board.  D. Auditor’s Draft IRS Form 990 Period Ending 06-30-2018 (ACTION) The Foundation’s draft IRS Form 990 will be presented for review and approval by the board.  E. Review of Financial Statements (ACTION) A review of Foundation financial statements for the period ending 11/30/2018		

F. Hancock Promise Gift Fee (ACTION)

A recommendation to approve a 1.5% administrative fee on all future gifts to the Hancock Promise.

9) Corporate Resolution No. 2019-01 (ACTION)

A. Authorization of Savings, Checking, and Investment Account Signatures

As part of its corporate business, the foundation's board of directors will annually consider a resolution for the authorization of savings, checking, and investment account signatures necessary to conduct its day-to-day business. This resolution is intended to be compliant with the policies of the Allan Hancock Joint Community College District.

10) 2018 Accomplishments by Foundation Committees (Information)

A. A presentation of accomplishments in 2018 by Foundation Committees.

11) 2019 Goals (Information)

A. A discussion of goals for 2019 proposed by staff.

12) Committees and Chairs for 2019 (ACTION)

A. A review of foundation committees and chairs for 2019.

13) Annual End-of-Year Appeal (Information)

A. Staff will report on the Annual End-of-Year Appeal, as well as its results compared to previous years.

14) Committee Reports

A. Governance & Nominations (ACTION)

A recommendation to accept the resignations of two foundation board members.

B. Hancock Promise (Information)

An update on recent Hancock Promise developments.

C. Community Ambassador (Information)

An update on upcoming community ambassador events.

D. President's Circle (Information)

A report on 2019 President's Circle events.

E. Scholarship (Information)

A report on the 2019-2020 scholarship program.

15) Oral Reports

A. Members of the Board of Directors - General Announcements

B. College Superintendent/President - Dr. Kevin G. Walthers

C. College Trustee - Mr. Jeffery Hall

- D. PCPA Foundation Representative - Mr. Jim Bray
- E. Faculty Representative - Ms. Christopher Diaz
- F. Student Representative – Mr. Frankie Maldonado
- G. Executive Director, College Advancement – Dr. Jon Hooten

16) Presentation (TBD)

17) Next Meeting

The next meeting of the board is Thursday, April 25, 2019, starting at 4 PM.

18) Adjournment (ACTION)

A motion to adjourn the quarterly meeting of the Allan Hancock College Foundation Board of Directors.

6:00 PM

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Jon Hooten  
Executive Director, College Advancement  
Allan Hancock College