Network of California
Community College
Foundations

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NCCCF Board Meeting Agenda

Tuesday, October 4th, 2016 10:00 a.m.-3:00 p.m.

Location: The Westin San Diego Gaslamp District 910 Broadway Cir, San Diego, CA 92101

Dial in: 1-719-785-4469 Passcode: 973486

I.	Call to	Order	George Boodrookas
II.	Board	Member Updates: Celebrating Success	All
	i.	Welcome new members and honoring long-standing service	
III.	Recurr	ing Business	
	i.	Approval of June 2016 Minutes (* and **)	George Boodrookas
	ii.	Financial Report (* and **)	Melinda Silverstein
		1. Financial Statements and FY16 Forecast as of August 3	31, 2016
	iii.	2016-2017 Membership Report (**)	Nancy Pryo
	iv.	Governance (*)	_
IV.	Report	s and Updates	
	i.	Foundation for California Community Colleges Update (**)	Keetha Mill
	ii.	NCCCF Year in Review (**)	Nancy Pryor
	iii.	Board Activities and Responsibilities Calendar (**)	Nancy Pryo
	iv.	California Guide to the Conference for Community College Ac	dvancement (**)
		California-specific breakout sessions	Lisa Brook
		2. California Reception	Sheri Horn-Bun
	٧.	Board Planning	George Boodrook
		 2016-2017 Advocacy Opportunities (**) 	
	vi.	College Promise Campaigns (**)	Shannon Hi
nch is s	served		
V. VI.		Strategic Goals Identification and Prioritization	George Boodrooka
	i.	 NCCCF Best Practices Member Resources	Nancy Pryc

^{*} Action Item

Opportunities for integration with the Professional Learning Network		
	ii. Professional Development Update 1. Regional Calendar	Christina Romero
VII.	General Board Comments/Questions	All
VIII.	Meeting Adjournment	George Boodrookas

Evening Activities

- 1. The NCCCF Board is invited to a **joint reception with CASE Center for Community College Advancement Advisory Council** from 4:30 p.m.-5:30 p.m. Get to know national colleagues and the enhanced CASE member benefits available through your memberships.
- 2. Then, at 6:00 p.m. join board colleagues for a casual, no-host **dinner** at **Currant American Brasserie**, 140 W. Broadway. Meet in the lobby at 5:50 p.m. to walk the short 2 blocks to the restaurant.

2016 Board Meeting Schedule & Upcoming Events

Upcoming Board Meetings:

- i. Wednesday, November 16th 9:00 a.m. to 2:00 p.m. at the Riverside Convention Center, Meeting Room 7 in Riverside
- ii. Tuesday, February 21st 10:00 a.m. to 3:00 p.m. at Santa Ana College Foundation Board Room S-215 1530 W. 17th St. Santa Ana, CA 92706

Upcoming Conferences:

iii. CCLC (Community College League of California) Convention November 17-19, 2016 at the Riverside Convention Center in Riverside, CA



NCCCF Board Meeting Minutes

Thursday, June 23rd, 2016 10:00 a.m.-3:00 p.m.

Location: Fireside Room, Sierra College, 500 Rocklin Road, Rocklin, CA 95677

I. Call to Order

President Fogerson called the meeting to order at 10:08 a.m.

In attendance was Sonbol Aliabadi, Bobbi Abram, George Boodrookas, Lisa Brooks, Amy Cardullo, Ken Cooper, Linda Fogerson, Tim Foster, Sheri Horn Bunk, Robert Schwartz, and Keetha Mills. Nancy Pryor attended as a staff representative. Attending telephonically was Kyle Hyland. Guest Noelle Calvert, Development Director for Sierra College Foundation, was also in attendance.

Christina Romero, Melinda Silverstein, and Don Rickner, Shannon Hill, Dianne Van Hook, and Murray Wood were absent.

II. Board Member Updates: Celebrating Success

NCCCF Board Members each shared successes and organizational updates from their respective organizations.

Sierra College President Willy Duncan welcomed the group, shared current community outreach for a potential future bond campaign, provided an update on "Maker Space" activities house at the college, and touted recent successes of the Sierra College Foundation.

III. Recurring Business

i. Approval of February 2016 Minutes

A motion to approve the minutes from the February 16, 2016 as made by Keetha Mills and seconded by Amy Cardullo. The motion passed unanimously.

ii. Financial Report

Treasurer Boodrookas reported on the financial statements for the ten months ending April 30 2016. The Network ended this ten month period with a net income of \$18,767 and assets of \$17,295. The 2016 fiscal year is projected to end with \$22,718 in net income and \$21,246 in projected net assets. The fiscal year 2016 budget reflects the significant steps taken by the board to address the budget shortfall and build a reserve. Increased membership fees that more closely align with CASE have stabilized the organization's finances and positioned the organization for growth. However, the organization requires significantly more staffing than is currently budgeted.

The budget for the 2016-2107 fiscal year reflect the commensurate increase in NCCCF dues to align with CASE dues increases of less than 7%. Membership revenues are projected to increase by securing three new members. Conference fees from CASE are projected to increase by securing 7 more attendees. Total revenues are budgeted



at \$170,950. Total Expenses are budgeted at \$158,382, allowing the organization to continue to build reserves.

A motion to accept the income statement and approve the fiscal year 2016 budget was made by Sheri Horn Bunk and seconded by Ken Cooper. The motion passed unanimously.

iii. Governance Committee Nominations

Amy Cardullo provided a recap of the 2016 member at-large nomination process and the slate of office nominations. Seven nominations were received for ten open positions. The Governance Committee evaluated nominees by guiding principles adopted in 2015. Nominations were reviewed according to the candidate's ability be an effective advocate for successful models of advancement with the California Community Colleges, alignment with the goals and objectives of the Network, experience within California Community Colleges (as an indicator of their ability to serve as effective advocates for increased support of advancement with the California Community Colleges), potential contributions to Network's resource development and programming, and overall quality of the application.

George Boodrookas, Executive Director, Modesto Junior College Foundation; Lisa Brooks, Executive Director, Glendale College Foundation; Melinda Silverstein, Executive Director, Cabrillo College Foundation; and Murray Wood, Chief Development Officer, College of the Canyons Foundation are nominated for additional three year terms, which would conclude in 2020.

Selina Chi, Senior Director of Foundations, Los Angeles Community College District; Cindy Goga, Executive Foundation Director, Contra Costa Community College District; and Geoff Green, CEO, Santa Barbara City College Foundation are nominated for open positions. Selina Chi is eligible for appointment after a one year absence from the board.

The nominees for the 2016-17 NCCCF Board Officers are:

President: Robert Schwartz, Executive Director, Los Angeles City College Foundation Vice President: George Boodrookas, Executive Director, Modesto Junior College Foundation

Treasurer: Melinda Silverstein, Executive Director, Cabrillo College Foundation Secretary: Sonbol Aliabadi, Executive Director, Sierra College Foundation

The board discussed the nominations and the background of the nominees.



A motion to accept the slate of nominations was made by Lisa Brooks and seconded by Tim Foster. The motion passed unanimously.

The Governance Committee also requested the 2016 Board President appoint two new members to the Governance Committee for the 2016-2017 year to replace Bobbi Abram and Amy Cardullo. For the following year, Cardullo encouraged the future committee to employ peer-to-peer cultivation strategies to attract community college fundraisers with significant experience, especially in Northern California, to maintain the regional diversity of the board.

iv. 2016-2017 Membership Report

Nancy Pryor shared the 2016-17 membership drive plans, including updates to the membership tracking processes that will reduce the amount of data entry required by current members that require no changes to their staff roster or contract information. The Foundation has adopted Salesforce as a relationship management platform and has identified new business processes associated with the renewal.

Membership benefits through CASE have either increased and been renamed or repackaged.

Network board members discussed the value of communicating the new membership benefits and continuing to hold regional collaborative groups to foster camadarie among members. A series of membership benefits webinars, planned in coordination with CASE, will be held in July in advance of the membership renewal notices.

IV. Reports and Updates

i. Foundation for California Community Colleges Update

Keetha Mills informed the Network on the current search process for a state Chancellor, a number of final candidates have been interviewed by the search party and the Board of Governors is expected to move forward with a finalist at the next meeting.

1. CollegeBuys Partnership Opportunities

J.C. Sales, Director of Collaborative Services, from the Foundation for California Community Colleges attended the meeting telephonically to give a presentation CollegeBuys Partnership Opportunities. A new service named California Connects which will allow students access to low-cost mobile internet for only \$20 per month. The Foundation seeks to make students aware of the new service and is recruiting collaborative partners like the Network to assist in marketing the device in exchange for monthly, recurring



unrestricted revenue-sharing. Sonbol Aliabadi volunteered to work with the Foundation to vett the opportunity.

2. CCC Foundation Benchmarking Survey Results

Nancy Pryor shared an update on an aligned Foundation Benchmarking Survey. Commissioned by Butte College in order to prioritize limited resources for future growth, the survey benchmarked the Butte College Foundation against ten self-identified peers. College foundations that participated in the study will receive a copy of the results. A committee of three high-performing Foundation Executive Directors reviewed the benchmarking data collected by Nancy Pryor and provided recommendations for Butte College based on their experience. Specific recommendations were provided to Butte Foundation at a joint session between the Foundation Board of Directors and Butte College Board of Trustees. This survey could lay the groundwork for future fee-for-service work benefiting California Community College foundations. The board members responded to survey design and specific questions in the survey and applauded the completion of the survey.

ii. Conference for Community College Advancement

1. California-specific breakout sessions

Lisa Brooks discussed the California-specific breakout sessions schedule for the CASE Conference for Community College Advancement taking place in October. One session addresses templates for maximizing consultants and the second will cover the role of the Foundation supporting a bond measure.

2. California Reception

Sheri Horn-Bunk shared plans for the annual California Reception event held at the CASE Conference, including location, vision and sponsorship outreach plans.

iii. Board Activities and Responsibilities Calendar

Nancy Pryor shared the board activities and responsibilites calendar for 2016-17.

iv. Board Planning

Linda Fogerson shared the board meeting calendar, committee appointments, and advocacy opportunities. Robert Schwartz gathered interest from board members in fiscal year 2017 committee areas, and will follow up individually with each board member for future services.

V. Strategic Plan Ad Hoc Committee Reports – Fiscal Year 16 Accomplishments



Chairs of each committee provided an update for each committee or, if absent, Nancy Pryor read a written report of progress.

Shannon Hill, Chair, provided this written report on behalf of the **Finance/Resource Development Committee**. Key Accomplishments of the Finance/Resource Development Committee included:

- Created and finalized a case for support, began sharing with potential funders
- Enlisted the help of a committee to assist with planning for the NCCCF reception and help reach out for sponsorships.
- Kept membership dues in alignment with CASE expenses to maintain stability of the organization while delivering quality professional development services
- Working with the Treasurer and the Foundation to build a reserve.

Ongoing tasks on the committee include: Identify current vendors used by the California Community College Foundations for potential aggregate services agreements or sponsorships, differentiate membership benefits between affiliate members and sponsors, continue to identify and pursue opportunities to diversify revenue.

Don Rickner, Chair, provided this written report on **Best Practices Committee**. "A year ago we announced a goal of integrating the Community College Foundations Manual into an attractive, user friendly NCCCF website hosted by the FCCC. Thanks to the staff at the FCCC, and most especially to Nancy Pryor, that goal has been achieved. The NCCCF Best Practices Committee member and others have contributed fresh documents to supplement the Manual. I encourage you to go to the "Document Exchange" and explore it for two purposes. First, I believe you will find, even in many of the old documents, resources you will want to use. Second, you will see gaps in the Exchange which you can fill by sharing your documents. Just send them, electronically, to Nancy. Here is the link to the Document Exchange: http://ncccfweb.org/Resources/DocumentExchange.aspx"

Ongoing tasks: Looking ahead, we need to again assess where we stand and what we can accomplish before the conference this year. As I look at the Document Exchange I think we now have a very usable format. Now we need to spend our time in reviewing what is and is not in the Exchange and set goals for the coming months to add more resources to the existing format. To that end, I or my successor, can call a teleconference meeting of the 2016-2017 membership of the Committee to identify key gaps and a strategy to secure the needed documents to fill the identified gaps.

Christina Romero, Chair, provided this report for **the Professional Development Committee.** This year, we met goals of hosting at least two NCCCF professional development roundtables. We are planning an NCCCF membership call to share best



practices around scholarship promise programs and coordinating with regional college hosts to plan and execute a financial and investment management seminar.

Ongoing tasks: Vett effective strategies to engage CEOs, solicit hosts for at least two additional professional development roundtables, coordinate and submit session proposals addressing fundraising best practices to system-wide conferences.

VI. Strategic Plan Implementation

i. Incoming President Robert Schwartz shared comments on the organization's future emphasis. The incoming President will review committee assignments and committee progress on strategic goals and will ask the board to prioritize and make recommendations for FY17 implementation format in the next meeting. Advocacy will be an area of increased importance in future work.

VII. Meeting Adjournment

A motion to adjourn the meeting was made by Amy Cardullo, Keetha Mills seconded the motion. The motion passed unanimously, and the meeting was adjourned at 2:45 p.m.



NCCCF Income Statement For the Two Months Ended 08/31/16

Account Description	YTD Actual Through: 08/31/16	FY2017 Forecast	FY2017 Budget	Forecast vs Budget Variance	
Revenues					
NCCCF Membership Dues	3,225	95,450	95,450	-	
Conference Fees from CASE	-	14,000	14,000	-	
Event Fees and Sponsorships	-	8,500	8,500	-	
Subsidy from FCCC	8,333	50,000	50,000	-	
Miscellaneous & Interest Income	210	3,000	3,000	-	
Total Revenues	11,768	170,950	170,950	-	
Expenses					
Personnel (Salary & Benefits)	4,101	30,000	30,000	-	
Tax Return Preparation		1,050	1,050	-	
Insurance		2,450	2,450	-	
Other Expenses		1,000	1,000	-	
Conference and Board Meetings		7,100	7,100	-	
Case Membership Dues		95,600	95,600	-	
Admin Support Expense - 15%	615	6,240	6,240	-	(a)
Total Expenses	4,716	143,440	143,440	-	
Net Income/(Loss)	7,052	27,510	27,510	-]
Net Assets as of 06/30/16	27,982	27,982			
Net Income/(Loss)	7,052	27,510			
Net Assets as of 08/31/16	35,034				

NCCCF Balance Sheet As of: 08/31/16

Projected Net Assets as of 06/30/17

Assets	Amount
Accounts Receivable - Third Parties	14,600
Cash held by FCCC	38,469
Total Assets	53,069
Liabilities	
Deferred Revenue	18,035
Net Assets	
Net Assets as of 06/30/16	27,982
Increase/(Decrease) in Net Assets	7,052
Net Assets as of: 08/31/16	35,034
Total Liabilities & Net Assets	53,069

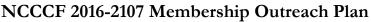
55,492

NCCCF Income Statement Notes

Variance Analysis

(a) Admin fee is calculated based on 15% on all expenses incurred with the exception the CASE membership dues.





As of October 3, 2016



Early 2016-2017 Membership Results

15 Foundations have joined the Network of California Community College Foundations for a total of \$23,200 in membership revenue.

• One new member to date: Gavilan College

2016-2017 Membership Cycle Update

- Membership include dual membership in the Council for Advancement and Support of Education (CASE). Membership benefits include:
 - Collegial Collaboration and Advocacy through the Network of California Community
 College Foundations list serve <u>List NCCCF directors@foundationccc.org</u>, regional
 roundtable events and online resource portal. Members can use <u>www.ncccfweb.org</u> to
 share job postings, access sample policies, and get information about upcoming events.
 - Dual membership in CASE, including:
 - Significantly expanded CASE membership benefits which includes a digital subscription to CASE's *Currents* magazine, free access to webinars, white papers, and research tools, and more.
 - Membership benefits are available for all staff members of the college and the foundation
 - \$500 discount to the annual Conference on Community College Advancement, exclusive to Network Members
- The Network is now tracking membership renewals through SalesForce, a cloud-based customer relationship management tool. This will reduce the amount of paperwork members are asked to complete and allow for a more robust online membership module. Establishing the new communication training and internal business process took a little longer than anticipated, but staff are moving quickly to communication with each Foundation throughout the state and make up lost time.
- Additional communication is already scheduled in early October to finalize membership commitments before reconciling with CASE on October 30th 2016.
- **Weekly updates** will provided to the NCCCF Membership Lead, Vice President George Boodrookas, to ensure we meet membership goals (representing 78 colleges).

2016-2017 Membership Rates

Full-time Equivalent (FTE) Enrollment	4,999 or below	5,000-9,999	10,000-19,999	20,000 or more
NCCCF + CASE Annual Membership Your exclusive California rate	\$ 1,755 \$ 800 Save \$ 955	\$ 2,515 \$ 1,125 Save \$ 1,390	\$ 3,290 \$ 1,450 Save \$ 1,840	\$ 4,040 \$ 1,750 Save \$ 2,290





2016-2017 Members

- 1. Bakersfield College Foundation
- 2. Butte College Foundation
- 3. Cabrillo College
- 4. Chaffey College Foundation
- 5. Coastline Community College Foundation
- 6. College of the Canyons Foundation
- 7. Gavilan College Educational Foundation
- 8. Los Rios Community College District, on behalf of
 - a. Folsom Lake College Foundation
 - b. Consumes River College Foundation
 - c. American River College Foundation
 - d. Sacramento City College Foundation
- 9. MiraCosta College Foundation
- 10. Modesto Junior College Foundation
- 11. Columbia College Foundation
- 12. Mt. San Jacinto College Foundation
- 13. Pasadena City College Foundation
- 14. Victor Valley College Foundation
- 15. West-Valley Mission Advancement Foundation, on behalf of
 - a. Mission College
 - b. West Valley College





Not yet renewed (additional outreach scheduled)

- 1. Allan Hancock College Foundation
- 2. Antelope Valley College Foundation
- 3. Cerritos College Foundation
- 4. Cerro Coso Community College Foundation
- 5. Citrus College Foundation
- 6. City College of San Francisco Foundation
- 7. College of Marin Foundation
- 8. College of the Desert Foundation
- 9. College of the Sequoias Foundation
- 10. College of the Siskiyous
- 11. Columbia College Foundation
- 12. Contra Costa College Foundation
- 13. Copper Mountain College Foundation
- 14. Crafton Hills College Foundation
- 15. Cuesta College Foundation
- 16. Diablo Valley College Foundation
- 17. East Los Angeles College Foundation
- 18. El Camino College Foundation
- 19. Feather River College Foundation
- 20. Foothill-De Anza Foundation
- 21. Foundation for Grossmont and Cuyamaca Community Colleges
- 22. Foundation for Santa Barbara City College
- 23. Friends of Chabot College
- 24. Glendale College Foundation
- 25. Hartnell Community College Foundation
- 26. Irvine Valley College Foundation
- 27. Lake Tahoe Community College Foundation
- 28. Las Positas College Foundation
- 29. Long Beach City College Foundation
- 30. Los Angeles City College Foundation
- 31. Los Angeles Harbor College Foundation
- 32. Los Angeles Southwest College Foundation
- 33. Los Angeles Valley College Foundation
- 34. Los Medanos College Foundation
- 35. Merced College Foundation
- 36. Modesto Junior College Foundation
- 37. Monterey Peninsula College Foundation
- 38. Moorpark College Foundation
- 39. Mt. San Jacinto College Foundation
- 40. Mt. San Antonio College Foundation
- 41. Ohlone College Foundation
- 42. Orange Coast College Foundation
- 43. Oxnard College Foundation
- 44. Palomar College Foundation
- 45. Pasadena City College Foundation
- 46. Peralta Colleges Foundation



Network of California Community College Foundations

- 47. Rio Hondo College Foundation
- 48. Riverside Community College District Foundation
- 49. Saddleback College Foundation
- 50. San Bernardino Valley College Foundation
- 51. San Diego Mesa College Foundation
- 52. San Jose Evergreen Community College District Foundation
- 53. San Mateo Community Colleges Foundation
- 54. Santa Ana College Foundation
- 55. Santa Monica College Foundation
- 56. Santiago Canyon College Foundation
- 57. Sierra College Foundation
- 58. Southwestern College Foundation
- 59. State Center Community College Foundation
- 60. Taft College Foundation
- 61. Ventura College Foundation
- 62. Victor Valley College Foundation
- 63. West Hills Community College Foundation
- 64. West Valley-Mission Advancement Foundation
- 65. Yuba Community College District Foundation

Non-members

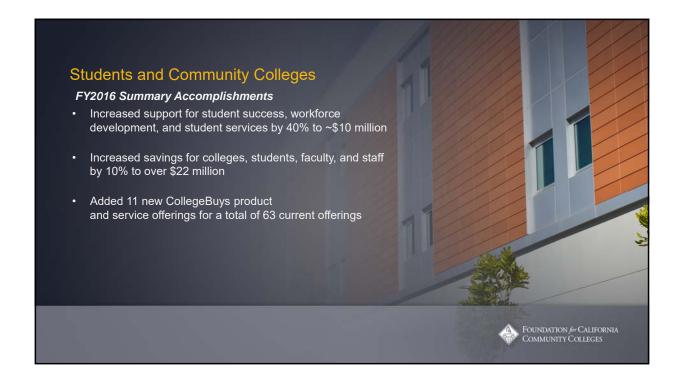
- 1. Porterville College Foundation
- 2. Barstow College Foundation
- 3. Golden West College Foundation
- 4. College of the Redwoods Foundation
- 5. Cypress College Foundation
- 6. Fullerton College Foundation
- 7. Imperial Valley College Foundation
- 8. Lassen College Foundation
- 9. Los Angeles Mission College Foundation
- 10. Los Angeles Trade-Tech College Foundation
- 11. Foundation for Pierce College
- 12. West Los Angeles College Foundation
- 13. Mendocino-Lake Community College Foundation
- 14. Napa Valley College Foundation
- 15. Palo Verde College Foundation
- 16. Miramar College Foundation
- 17. San Diego City College Foundation
- 18. San Joaquin Delta College Foundation
- 19. Santa Rosa Junior College Foundation
- 20. Shasta College Foundation
- 21. Solano College Educational Foundation





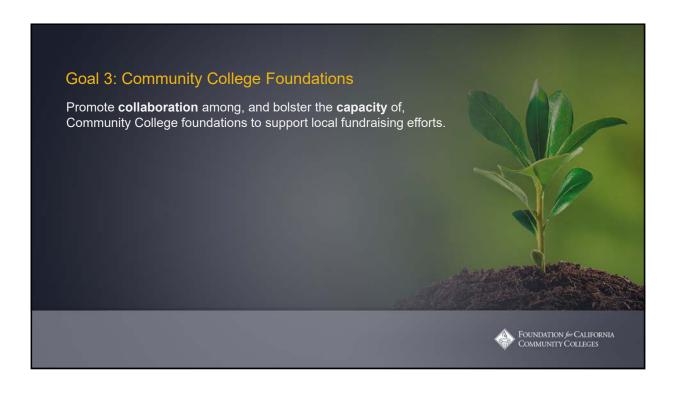








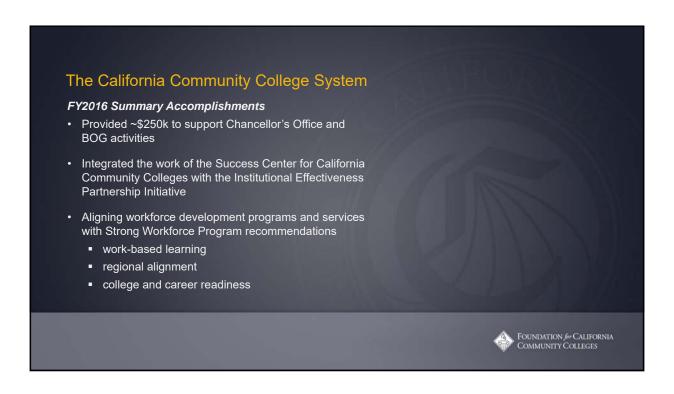




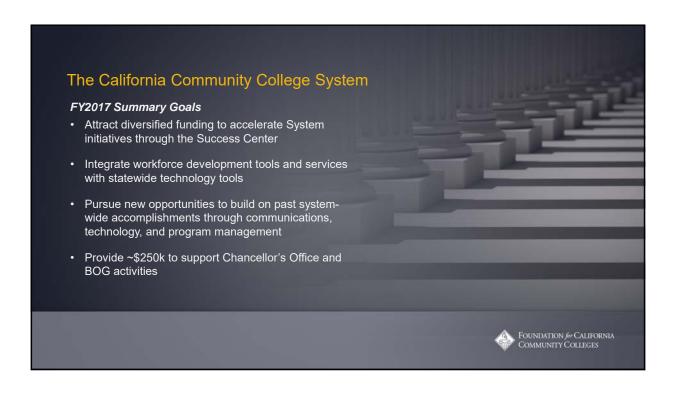




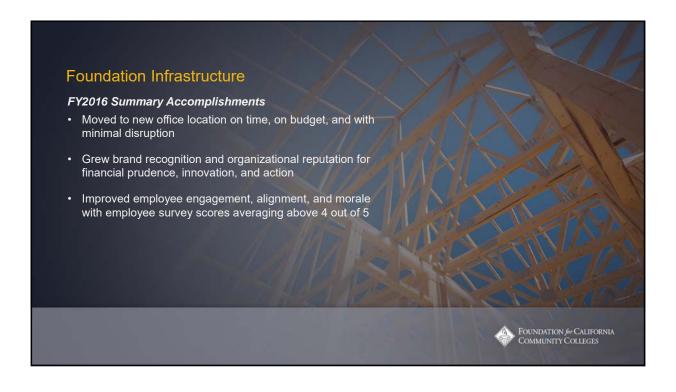








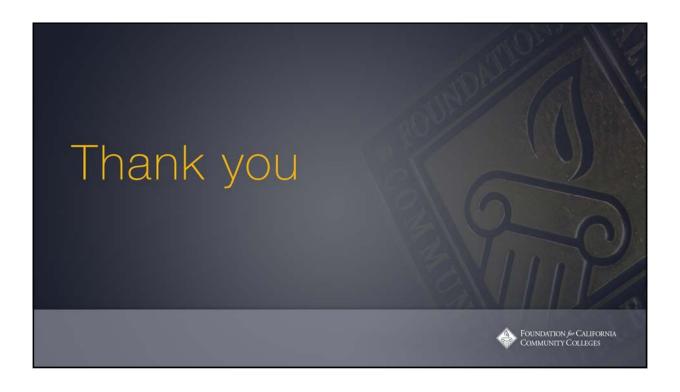
















NCCCF Board of Directors 2016-2017 Calendar

The following table reflects the annual key dates for the operation of the Network.

Note: Advocacy activities (i.e., presentations at community colleges conferences) and work of the strategic plan ad hoc committees are not included in this document.

DATE	Activities	Lead	PROGRESS
October 2016			
	Board Quarterly Board Meeting	Board of Directors	
	Executive Committee convenes to review November meeting agenda	Executive Committee	
	Committees Bernard Osher Philanthropist of the Year Committee ✓ Select and notify recipient ✓ Order & ship award	Philanthropist of the Year Committee/FCCC Staff	
	ACCOUNTING Create financial statements as of 9/30/15	FCCC Finance Staff	
	Conference Conference for Community College Advancement ✓ California Colleagues Reception October 5 ✓ California-specific breakfast sessions held Oct. 6 & 7 ✓ Volunteer NCCCF board members host/facilitate breakout sessions ✓ 2017 conference planning committee representatives selected ✓ Consider surveying attendees for feedback on California- specific activities	Board of Directors/FCCC Staff	
	Membership ✓ Board member outreach to non- renewing members ✓ Continued communication with prospective members ✓ Reconcile with CASE (by October 31)	FCCC Staff/NCCCF Vice President	

	Fundraising Corporate Partner Outreach ✓ Invoicing ✓ Benefit Fulfillment (as required) ✓ Vett prospective capacity-building funders ✓ Review and pursue alternative revenue-generating strategies	Resource Development Committee/Nancy Pryor	
November 2016			
	Board Board of Directors Meeting, in conjunction with the CCLC Annual Conference ✓ Review results of 2016-2017 Membership Outreach ✓ Evaluate 2016 CASE Conference ✓ Approve FY16 Tax Return ✓ Sign FY17 Conflict of Interest Policies	Board of Directors	
	Committees Bernard Osher Philanthropist of the Year Award Presented at CCLC Annual Convention. ✓ Release Announcement	Committee Chair or Designee	
	Conference ✓ Reconcile California Attendees revenue reimbursement with CASE	FCCC Staff	
	Fundraising Corporate Partnership Program ✓ Benefit Fulfillment (as required) ✓ Review Corporate Partnership Program, make recommendations for FY17	Resource Development Committee/FCCC Staff	
	Outreach to funders to support capacity-building	Resource Development Committee/FCCC Staff	
December 2016			

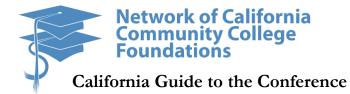
	ACCOUNTING ✓ Draft FY18 Budget and FY18 Membership Model ✓ Prepare financial statement ending in 11/30/16	FCCC Finance Staff	
	Fundraising Corporate Partnership Program ✓ Benefit Fulfillment (as required) ✓ Create list of 2018 prospects	Resource Development Committee/FCCC Staff	
2017	Approach prospective capacity-building funders for grant support	Resource Development Committee/FCCC Staff	
January 2017			
	Conference Proposals accepted for presentations at the Annual Conference for Community College Advancement ✓ Communicate proposal period with general membership	FCCC Staff	
	Professional Development ✓ Hold regional roundtables	Professional Development Committee	
February 2017			
	Board Quarterly Meeting of the Board of Directors	Board of Directors	
	Conference Conference for Community College Advancement planning committee meets, accepts session nominations	CASE Conference Planning Committee	
	Fundraising Corporate Partner Outreach ✓ Identify Prospects ✓ Submit Proposals	Resource Development Committee/FCCC Staff	
March 2017			
	Governance Committee ✓ Review criteria and process for nominations for at-large directors, executive committee positions, and board officer positions ✓ Communicate with board members up for re-nomination	Governance Committee	
	Accounting ✓ Prepare FY18 Budget	Treasurer/ FCCC Finance Staff	

	Conference Finalize California-specific activities ✓ Reception location & pricing ✓ Breakfast session topics	Planning Committee	
	Membership ✓ Develop membership outreach communication collateral	Vice President/FCCC Staff	
	Fundraising Corporate Partner Outreach ✓ Invoicing	Resource Development Committee/FCCC Staff	
April 2017			
	Committee Governance Committee ✓ Open nomination period ✓ Review nominations ✓ Develop slate of officers and executive committee positions and at-large member nominations ✓ Annual review of MOUs and agreements in place with FCCC and CASE	Governance Committee	
	Conference ✓ Planning for Conference Communication Cycle & NCCCF Reception	Volunteer Working Group/FCCC Staff	
	Fundraising Corporate Partner Outreach ✓ Invoicing	Resource Development Committee/FCCC Staff	
May 2017			
	Board Executive Committee convenes (late May) to review June meeting agenda, including: ✓ Recommendations at-large board of directors members ✓ Financial Statements ✓ Proposed FY18 Budget	Executive Committee	
	Committee Governance Committee ✓ Submit slate of officers to Board of Directors	Governance Committee	

	Accounting ✓ Prepare financial statements ending in 4/30/16	FCCC Finance Staff	
	Conference Promote CASE Conference Registration & California-Specific Activities	FCCC Staff	
	Fundraising Corporate Partner Outreach ✓ Outreach ✓ Invoicing ✓ Benefit Fulfillment	Resource Development Committee/FCCC Staff	
June 2017			
	Board		
	Quarterly Meeting of the Board of Directors ✓ Vote on slate of officers, executive committee appointments and at-large board of directors ✓ FY17 Committee appointments ✓ Annual review of MOUs and agreements in place with FCCC and CASE	Board of Directors	
	Conference Promote CASE Conference Registration & California-Specific Activities ✓ Note early bird registration rate expires mid-August	FCCC Staff	
	Membership 2017-2018 Membership Renewal ✓ Email Communication begins	Vice President/Board of Directors/FCCC Staff	
	Fundraising Corporate Partner Outreach ✓ Invoicing ✓ Benefit Fulfillment	Resource Development Committee/FCCC Staff	
July 2017			
	Conference ✓ Market conference to NCCCF members	Conference Planning Committee/FCCC Staff	
	Committees Bernard Osher Philanthropist of the Year ✓ Nominations Open	Philanthropist of the Year Committee	
		I	I

	Professional Development ✓ Regional Roundtable	NCCCF Board Volunteer host	
	Membership 2017-2018 Membership Renewal ✓ Email Communication ✓ Invoicing ✓ Hold at least 2 joint member benefits webinars in conjunction with CASE ✓ Early bird rate expires mid-August	FCCC Staff: Nancy Pryor/Marketing Team	
	Fundraising Corporate Partner Outreach	Resource Development Committee	
August 2017			
	Accounting/Legal ✓ Renew D&O Insurance	FCCC Staff	
	Marketing ✓ Hold at least 2 joint member benefits webinars in conjunction with CASE	NCCCF Board Volunteer hosts, coordinated by FCCC Staff	
	Committees Bernard Osher Philanthropist of the Year Committee ✓ Review and select recipient(s) ✓ Notify honoree	Bernard Osher Philanthropist of the Year Selection Committee	
	Conference Promote CASE Conference Registration & California-specific activities ✓ Activate online registration for California Reception ✓ Early bird registration rate expires mid-August	FCCC Staff: Nancy Pryor/Kyle Hyland	
	Membership Review initial results of membership renewal efforts ✓ Board member outreach to non-renewing members ✓ Continued communication to foundations who had not yet responded ✓ Facilitate invoicing and membership tracking	Vice President/Board of Directors/FCCC Staff	
	Fundraising Corporate Partner Outreach	Resource Development Committee/Nancy Pryor	

	✓ Invoicing		
	✓ Benefit Fulfillment		
September 2017			
	Board Executive Committee convenes to review October meeting agenda	Executive Committee	
	Committees Bernard Osher Philanthropist of the Year Committee Convenes ✓ Coordinate luncheon appearance and prepare announcement	Philanthropist of the Year Committee/Nancy Pryor	
	Accounting Create financial statements as of 6/30/16	FCCC Finance Team/Treasurer	
	Conference CASE Conference Registration & California-specific activities ✓ Continued email marketing ✓ Support California reception logistics (signage, program, etc.)	Nancy Pryor/Kyle Hyland/Sheri Horn-Bunk	
	Membership Review initial results of membership renewal efforts ✓ Continued communication to foundations who had not yet responded ✓ Facilitate invoicing and membership tracking	FCCC Staff in consultation with Board of Directors	
	Fundraising Corporate Partner Outreach ✓ Invoicing ✓ Benefit Fulfillment	Resource Development Committee/Nancy Pryor	





CALIFORNIA COLLEAGUES RECEPTION

for Community College Advancement

California Colleagues Reception

Wednesday, October 5th from 7:00 p.m. - 10:00 p.m.

Florent Restaurant and Lounge

672 Fifth Ave, San Diego, CA 92101

Tickets: \$65 for Network members; \$75 for non-members.

*The venue is a comfortable five minute walk from the Westin San Diego Gaslamp Quarter.

Purchase of the ticket includes hosted dinner, beverages, and automatic entry into a door prize drawing for two tickets to see NBC's *The Voice*. Live entertainment provided by the MiraCosta College Jazz Quartet.

CALIFORNIA-SPECIFIC SESSIONS

Outsourcing for Impact

Thursday, October 6 | 7:30-8:45 a.m.

Increasing your staff may be a tough sell to your board or college administration, but a strategic use of outsourcing can help expand a small office's capacity, outreach and impact. Join the Network of California Community College Foundations for an exploration of effective outsourcing. With the right kind of outside support you can accomplish the work of several staff in a cost effective and highly targeted manner. They can help you mine your data for maximum results. They can work with you to help make your board retreats more exciting. They can inspire key board members to do the ask. They can also play key roles in feasibility studies, capital campaigns and maximizing your anniversary milestones. Learn how two California foundations built capacity through outsourcing and share your own challenges and solutions.

Speakers: **Bobbi Abram**, Executive Director, Pasadena City Community College Foundation; **Lisa Brooks**, Executive Director, Glendale College Foundation; **Elaine Cartas**, Interim Development Manager, Pasadena City College Foundation; and **Linda Eisenhart**, President, Eisenhart & Associates

Bond Campaigns: Legal Considerations and Lessons from the Trenches

Friday, October 7th | 7:30-8:45 a.m.

How does a foundation support a bond campaign? What roles are foundations increasingly being asked to play in community outreach? Join the Network of California Community College Foundations and a panel of experts for an exploration of the dos, don'ts and best practices of participating in election-related activities. Avoid potential landmines with an understanding of the legal considerations of participating in bond campaigns in California. Bring your questions. A panel of foundation executive directors will share lessons learned over the course of seven bond campaigns. You'll learn innovative ways to use bond campaigns to build your networks, extend your reach and help support your college's goals.

Speakers: Diane Fishburn, Of Counsel, Olson Hagel & Fishburn LLP; and Cindy Strom Arellano, Partner, Atkinson, Andelson, Loya, Ruud, & Romo; Shannon Hill, Executive Director, Foundation/Advancement, Cuesta College; Kate McClintock, Executive Director of Santa Rosa Junior College Foundation; and Melinda Silverstein, Executive Director, Cabrillo College Foundation





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PRESENTATIONS BY CALIFORNIANS

During the Conference for Community College Advancement, choose from more than 50 electives designed specifically for community college professionals. Outstanding colleagues from California will be presenting on a variety of topics, refer to the conference program for more details.

WEDNESDAY, OCTOBER 5

Rallying Your Scholars into Volunteers...and Volunteers into Engaged Alumni Speakers: Kris McPeak, Director of Operations, Pasadena City College Foundation

Developing an Effective Communications Plan with Stakeholders

Speakers: **Melissa Conner**, Chief Advancement Officer; **Bryan Miller**, Vice President of Communications and Technology; and **Nancy Pryor**, Director of Communications, Foundation for California Community Colleges

Branding and Marketing Your Fundraising Efforts to Gain Internal Support

Speakers: Heather Cavazos, Development Coordinator, Foundation for Grossmont & Cuyamaca Colleges

THURSDAY, OCTOBER 6

Overcoming Growing Pains to Evolve Your Alumni Association

Speakers: **Heather Cavazos**, Development Coordinator; and **Kerri Ewing**, Alumni Relations Specialist, Foundation for Grossmont & Cuyamaca Colleges

Ramp Up Your Results in Fund Development

Speakers: **Lisa Brooks**, Executive Director, Glendale College Foundation; and **Linda Eisenhart**, President, Eisenhart & Associates

The President is In!

Speaker: Bobbi Abram, Executive Director, Pasadena City College Foundation

From Data to Relationship: How Technology is Transforming Alumni Engagement

Speakers: Paul lannaccone, Former Director, Ohlone College Foundation

Small Steps to a Big Board Fundraising Transformation: Two Case Studies

Speakers: Anne King, Director of Development, Ventura College Foundation

Agility, Excellence and Engagement - Unearthing the Hidden Resources Provided by Volunteers

Speakers: Christina Romero, Executive Director, Santa Ana College Foundation; and Julie Siebel, Senior Director CCS

Engaging Your Alumni, Faculty, Staff and Students Through a Campus Alumni Banner Campaign

Speakers: Robert Schwartz, Executive Director, Los Angeles City College Foundation