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**ASCCC Foundation Meeting**

**Tuesday, September 26, 2023**

**1pm 5pm**

**ASCCC Office**

**One Capitol Mall, Suite 230 Sacramento CA 95814**

Directors Present:

Karen Chow, President\*

Christopher J. Howerton, Secretary\*

Mitra Sapienza, Treasurer \*(Zoom)

Robert J. Chambers, Director\*

Robert L. Stewart Jr., Director \*

Austin Webster, ASCCC Advocate and Special Projects (for Mica)\*

Guests: Tonya Davis, ASCCC Director of Administration

**Meeting Summary**

1. Welcome & Introduction: The meeting was called to order at 1:05pm. Board members introduced themselves.
2. President Chow reviewed the foundation’s Mission, History, and Background. The Foundation was established in 2008. The committee reviewed the material on the Foundation website
3. Organizational Structure: C. Howerton was elected as this year’s foundation secretary, and M. Sapienza will serve as treasurer this year. President Chow reviewed the roles and responsibilities for all directors as outlines in our organization bylaws. Specifically the role of directors involvement around fundraising, outreach in our various networks, potential grants, administration of any donated funds, and review of financial reports
   1. Monthly meeting schedule for 23-24 Foundation- Will be determined.
4. Financial Overview and Update: Financial statements were reviewed by the Board. As of 4/30/2023 YTD Net Assets $149,067.86. There is another $20K prox. from sponsorships during Curriculum Institute and will be shown in the current fiscal year documents.
   1. Discussion on setting annual fundraising goals as it relates to prior years.
   2. Webster: $160K is our current foundation standing as of this meeting with no substantial outstanding payments.
5. Scholarship Awarding Process & Process –
   1. Fall 2023 plenary, the Foundations approved 10 virtual scholarships and 4 in-person scholarships (one for each area) including lodging, travel, and registration, and expenses up to $300.
      1. The board will receive the applications for review and scoring on Oct. 12 and then return to Tonya by Oct. 19th. Further information will be shared by Tonya via e-mail.
      2. The board discussed the merits/criteria or need for a rubric for the upcoming plenary scholarships applications; marketing needed for increasing applicants.
         1. Criteria considerations: 1st time? , serving local senate, demographic elements to promote diverse faculty representations, voting delegate
         2. Limitations? Previously received awards? Number of awards,
   2. President Chow is planning on reaching out to past scholarships recipients to seek testimonials, and statements on how these scholarships have impacted the individual.
   3. The Board held some initial conversation on revisions to the scholarship application for the spring recruitment. Sapienza suggested connecting to the ASCCC strategic plan as part of the revision to future application.
   4. This cycle we will continue our past practice of voting and will review the results with the possibility of adjusting the application for the spring cycle. As of this meeting we already have 16 applications submitted.
6. Fundraising and Resource Development
   1. “Giving Tuesday” – e-mail solicitation.
   2. Plenary Activities Reflection
      1. Fall 22 activity (coin op) we broke even ($2,500) – goal to just get connections
      2. Spring 23– Dine-out event was a miss and not as successful as we hoped
      3. Brainstorming for F23 and S24 – silent auction, donation wheel of chance, prizes, game night, $15 for the Foundation’s 15th! **“15 for 15”**
      4. **For Fall 2023 Plenary**- 1) restaurant percent kick back, 2) Campaign for $15, 3) Wheel of chance for swag, 4) DJ 5) game night (Thursday of Plenary)- entrance based on donation and receiving an ASFCCC lanyard.
   3. Sponsorship Packet- Davis: sends out to a curated list and consider expansion and during our events. The Board affirmed support for the current sponsorship levels and benefits.
      1. Opportunity to reach out to some additional academic organizations and ensure they can align with our mission/values.
      2. Chambers: suggested reaching out to other larger organizations to seek donations-corporate donates.
   4. Monthly Sustainable Donations – Idea to expand direct reach out to all administration (CEOs, CIOs, Chancellors, etc.) with direct reach out for donations. M. Sapienza suggested some outreach to celebrities that have connection to CA community colleges. A list was sent to all board meetings.
   5. Push QR code in all future foundation communications including on name badges and t-shirts for foundation directors (Stewart)
   6. The donation letter will be revised for this year’s use.
7. Next Meeting – Tuesday October 17, 2023 2-3pm. Via Zoom
   1. Agenda: Finalize plans for Fall Plenary, scholarship applications review/rubric, Status on outreach/solicitation letters and efforts
8. Meeting adjourned at 4:30pm