I. Call to Order / Welcome

A planning meeting of the Rio Hondo College Foundation Executive Committee was held at Rio Hondo College, Whittier, CA on September 20, 2018. The meeting was called to order at 9:30 a.m. with President Carmella Franco presiding.

Members in Attendance:

Dr. Carmella Franco, President; Don Hannah, Vice President/Treasurer; Bryan Tabizon, Secretary; John Peel, Past President; Teresa Dreyfuss, Superintendent/President

Foundation Staff in Attendance:

Henry Gee, Rachel Garcia

Others in Attendance:

Mohamed Rassmy, RHC Sr. Accountant

II. Approval of Executive Committee Meeting Minutes

John Peel moved to accept the July 26, 2018 minutes without changes. The motion was seconded by Bryan Tabizon. Motion passed.

III. Reports

A. President, Dr. Carmella Franco

Dr. Franco reminded everyone that the Board priorities were established in the spring. Next she stated that Superintendent/President Dreyfuss announced her retirement. There will be an invitation only dinner celebration in May. She noted that the RHC Foundation may be able to give input on the search for a new Superintendent/President. Finally, she reported that she attended the Wake Up Whittier event on September 19th and spoke at her table about the Rio Hondo College Foundation.

B. Budget Review, Mohamed Rassmy

Board Member Rassmy distributed copies of the 2018-2019 Tentative budget. He emphasized that this is a conservative budget similar to the prior year. There is the addition of line items in Revenue and Expenditures to account for the new homecoming event. This budget reflects an increase in Interest Income (#7910) due to the new CDs that will be established. Savings in Unrestricted Expenses will come from salaries (#8510) and Audit fees (#8850). The Rio Promise revenue to
the Temporary Restricted Revenue account (#7815) is uncertain. However, the plan is to offer more scholarships than the prior year.

Finally, the Unrestrictive Revenue for the prior year shows a $68,120.00 loss. Both Dr. Franco and Henry have indicated that the goal is to get this to $0. This was followed by a lengthy discussion from all members. Highlights of the discussion included:

- Identify the specific expenditures of the Unrestricted Program Support (#8810)
- Maximize the Unrestricted Revenue (#7810) by ensuring that all Restricted Revenue (#7815) is used first.
- Identify specific expenditures of the RHC Promise (#8815 and #8615) and amount of Promise monies to remain.
- Ensure that donor wishes/restrictions on the use of funds are honored.
- All previous minutes regarding the percent on donations for unrestricted operations need to be brought back to this committee for further review and discussion in November, prior to the January BOD meeting.

C. College Superintendent/President, Teresa Dreyfuss

Superintendent/President Dreyfuss summarized key points from her State of the College presented at the President’s Advisory meeting that morning. She emphasized that incorrect and misleading information is being circulated related to the Trustee election. She then summarized the completion data and emphasized Rio Hondo’s healthy financial standing highlighting an 8% reserve and full funding of lifetime medical for retired employees. She will continue to share this information in all her city presentations until the elections. She urges everyone to share the Facebook post that will be distributed by the RHC Marketing Department.

D. Interim Executive Director, Henry Gee

Henry declared that his plan is to grow the unrestricted revenue to $1,000,000 in 10 years. He will create a form for information and to vet new members with the BOD. This will be shared at the next Executive Committee meeting. Finally, Henry reported that the Police Academy Facebook post regarding the January homecoming event has garnered thousands of responses.

IV. Items for Action and/or Discussion

A. Teresa Dreyfuss moved to accept the 2018-2019 Board of Directors Meeting and Events Calendar without changes. The motion was seconded by Bryan Tabizon. Motion passed.

B. The vote on the Mini Grant Application was postponed pending an initial review by Superintendent/President Dreyfuss.
C. Further budget observations and discussion were postponed until the requested information from III.B is brought back to the Executive Committee.

D. The responses to the August 16, 2018 Board Engagement Activity were distributed. Henry reminded everyone to submit their names for potential donors or future Board members to Dr. Franco. He also requests recommendations for A Taste of Rio sponsors.

E. Officer Comments or Questions: John Peel reported that Presbyterian Intercommunity Hospital now requires a BS degree for Registered Nurses and inquired if RHC has a pathway. Henry confirmed that RHC does not; however, there is a pathway with Whittier College for social work. It was noted that Henry and Rachel are ex officio members of the RHCF.

V. Information and Calendar Items
   A. The updated Board of Directors Master List for 2018-2019 was distributed.
   B. The next Executive Committee meeting will be November 29, 2018 at 9:00 a.m.

VI. Adjourn
The meeting adjourned at 11:01 a.m.

Minutes prepared by Rachel Garcia and reviewed by President Franco.