



**WEST HILLS
COMMUNITY
COLLEGE**

FOUNDATION

Board of Directors
9800 Cody Street
Coalinga, CA 93210
559.934.2134

AGENDA OF THE MEETING OF THE BOARD OF DIRECTORS

**February 18, 2015
10 a.m.**

**Harris Ranch Inn & Restaurant
Belmont Room
24505 W. Doris Avenue
Coalinga, CA 93210**

Any writings or documents that are public records and are provided to a majority of the Board of Directors regarding an open session item on this agenda will be made available for public inspection in the West Hills Community College Foundation office located at 9900 Cody Street, Coalinga, CA 93210 during normal business hours.

Due to the presence of two members of the West Hills Community College District Board of Trustees on the Foundation's Board of Directors and the potential presence of former Foundation Board members who are also elected members of the District's Board of Trustees, there is the potential for a quorum of Trustee members, however, no Board of Trustees matters or business will be discussed or acted upon by the Trustees present at this meeting of the Foundation Board of Directors.

1. Call to Order

10:00-10:05 a.m.

- Flag Salute
- Introduction of Guests
- Public Comments

This time has been reserved for the public to comment on non-agenda items. If an individual wishes to address the Board of Directors, he/she should state his/her name and occupation/affiliation and proceed with comments.

2. Committee Reports -

10:05-10:30 a.m.

- A. West Hills Community College Foundation Portfolio Report
- B. WHC Foundation Budget Status All Accounts October 2014
- C. WHC Foundation Budget Status All Accounts November 2014
- D. WHC Foundation Budget Status All Accounts December 2014
- E. WHC Foundation MAA Accounts Only Budget Status October 2014
- F. WHC Foundation MAA Accounts Only Budget Status November 2014

- G. WHC Foundation MAA Accounts Only Budget Status December 2014
- H. WHC Foundation Warrants – October 31, 2014 to February 5, 2015

3. Action Items - 10:30-11:00 p.m.

- A. Consideration of Minutes of November 12, 2014
- B. Consideration of Election of Stuart Van Horn, Vice Chancellor of Educational Services & Workforce Development, to the WHCC Foundation Board of Directors as a Staff Director.
- C. Review of *Statement of Investment Policy, Objectives and Guidelines*
- D. Review of Policy & Procedure – *Compensation of Officers and Key Employees Policy WHCCF 7130A*
- E. Review of Policy & Procedure – *Accountable Reimbursement Expense Plan Policy WHCCF 6317*
- F. Review of Policy & Procedure – *Document Policy Retention Policy WHCCF 3310*
- G. Review of Policy & Procedure – *IRS Form 990 Review Policy WHCCF 990*
- H. Review of Policy & Procedure – *Conflict of Interest Compliance WHCCF 2710*
- I. Review of Policy & Procedure – *Conflict of Interest Policy WHCCF 2710*
- J. Review of Policy & Procedure – *Conflict of Interest Procedure WHCCF 2710*
- K. Review of Policy & Procedure – *Whistleblower Policy WHCCF 3517*
- L. Review of Policy & Procedure – *Executive Compensation Policy WHCCF 7130*
- M. Review of Policy & Procedure – *Gift Acceptance Policy & Procedure WHCCF 3820*
- N. Review of Policy & Procedure – Liquidation and Dissolving Dormant Funds

4. College/District Reports 11:00 am – 12:00 noon

- A. West Hills College Coalinga and North District Center, Firebaugh – Dr. Carole Goldsmith, President (11:00 – 11:15 am)
- B. West Hills College Lemoore – Mr. Don Warkentin, President (11:15 – 11:30 am)
- C. West Hills Community College District – Dr. Frank Gornick, Chancellor (11:30 – 11:45 am)
- D. West Hills Community College Foundation – Ms. Frances Squire, Executive Director (11:45 am – 12:00 noon)

5. Announcements and Upcoming Events

WHCC Foundation 19th Annual President's Scholars Golf Tournament, Monday, May 4, 2015 at Kings Country Club.

6. Board of Directors Comments and Requests

7. Adjournment