



Board of Directors
9800 Cody Street
Coalinga, CA 93210
559.934.2134

AGENDA OF THE MEETING OF THE BOARD OF DIRECTORS

**January 22, 2014
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. David Ivarie and Mike Urner Financial
- B. WHC Foundation Budget Status All Accounts October 2013
- C. WHC Foundation Budget Status All Accounts November 2013

- D.WHC Foundation MAA Accounts Only Budget Status October 2013
- E.WHC Foundation MAA Accounts Only Budget Status November 2014
- F.WHC Foundation Warrants – October 24, 2014 to January 9, 2014

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

- A. Consideration of Minutes of November 13, 2013 board meeting
- B. Consideration of Election of Vice President
- 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*

4. West Hills College Coalinga and North District Center, Firebaugh – Dr. Carole Goldsmith, President 11:00-11:15

5. West Hills College Lemoore – Don Warkentin, President 11:15-11:30

6. Chancellor Reports - Dr. Frank Gornick 11:30-11:45

7. Executive Director Report – Frances Squire 11:45-12:00 p.m.

8. Announcements and Upcoming Events

- Golf Tournament May 5, 2014 – Kings Country Club

9. Board of Directors Comments and Requests

10. Adjournment