

**BOARD FUND DEVELOPMENT COMMITTEE**

**Notes**

Friday, August 13, 2010  
11:00 a.m., Admin. Center 108, Kentfield Campus

Committee Members Present: Trustee Carole Hayashino, Trustee Diana Conti

Others: Margaret Elliott, Beverlee Johnson, Elizabeth Moody, Lillie Riley,  
Garrett Upka, Betty Schlaepfer

**Call to Order, Roll Call and Adoption of Agenda**

Trustee Hayashino called the meeting to order at 11:00 a.m. Trustees Hayashino and Conti, the members of the Board Fund Development Committee, were both present.

M/s (Conti/Hayashino) to adopt the agenda. The motion passed unanimously (2-0).

Trustee Conti commented that the Board wants to have a good and solid relationship and a collaborative partnership with the COM Foundation and that this committee meeting is not intended to be in place of a meeting between COM and the COM Foundation.

Trustee Hayashino commented that higher education has experienced budget reductions and that the college needs to conduct fundraising campaigns and to develop long-term relationships with friends in the community, alumni and businesses. She noted that community colleges conduct fundraising in different ways and that some Foundations are auxiliary and some are integrated into the college administration.

**Review Patricia Stirling's 2009 Report**

Trustee Hayashino briefly reviewed a chronology of the work of the Fund Development Committee which was presented to the Board at the June 22 meeting. She summarized some of the recommendations contained in consultant Patricia Stirling's April 2009 report to the Board. Trustee Hayashino noted that the college and the Foundation want to work together and that the role of each entity in development needs to be defined.

Trustee Conti stated that infrastructure for development is required and that this college has not institutionalized development. She noted that the President's Office and the Foundation have gone separate ways with the Foundation focusing on scholarships and the President's Office focusing on the President's Circle. Trustee Conti stated that both sides need to work together and to combine their resources and that it is her understanding that the Foundation is now interested in doing more than fundraising for scholarships.

**Discuss Status of College of Marin and College of Marin Foundation MOU and Next Steps**

Trustee Hayashino stated that the Fund Development Committee would recommend a joint COM-COM Foundation meeting to discuss the COM-COMF MOU and the relationship between

the Foundation and the college.

### **Review Development Opportunities for the College of Marin**

Trustees Hayashino and Conti commented that we have some immediate fundraising needs and discussed the need to review the following information:

- Cost and goals of the Harry Moore Memorial at IVC
- COM's policy and procedures on naming of facilities
- List of donor recognition opportunities
- Existing community partnerships and opportunities for new ones
- Budget available to invest in development infrastructure
- Gross and net amounts raised at the President's Breakfasts and number of people who attended

### **Comments from the Public**

Margaret Elliott stated that it's important to have back and forth discussions between representatives of the Board of Trustees and representatives of the Foundation's Board of Directors about the relationship between the Foundation and the college. She also commented on the need to have a fundraising process and an action plan to meet goals. Ms. Elliott asked if the President's Circle would continue to be in the domain of the President's Office.

Lilly Riley commented that it is always good to have a consensus.

Elizabeth Moody suggested expanding the President's Breakfast into something bigger and commented that the building of the New Academic Center could provide naming opportunities. She also stated that she is surprised that there hasn't been more of a link between the college and the Foundation.

### **Adjournment**

Trustee Hayashino adjourned the meeting at 11:50 a.m.