



**BOARD OF DIRECTORS MEETING MINUTES**

Wednesday, December 9, 2020

4:00 PM

**MEETING HELD VIA ZOOM**

**MEMBERS PRESENT**

Angelica Arroyo  
Jeremy Green  
Rosalyn Green  
Jason Griffin  
Steve Haigler  
Lewis Leader  
Rob Lee  
Stephan Lins  
David Martin  
Dr. Peter Purdue  
Joe Servi  
Joyce Simon  
Ruth Thompson

**STAFF PRESENT**

Beccie Michael  
Gerardo Olivares  
Karen Kelly  
Allison Payne  
Greg Greenlee

**MEMBERS ABSENT**

Susie Boutonnet  
Dr. Linda Bynoe  
Jean Hurd  
Adam Jeselnick  
Andrew Liu  
Kelly Saunders  
Nathan Steen  
Lin Sullivan  
Dr. Patsy Tinsley McGill

1. **Meeting called to order by Lewis Leader, Vice President at 4:05PM.**

2. **PUBLIC COMMENT**

There was no public comment.

3. **RECOGNITION /GUESTS**

There were no guests.

4. **APPROVAL OF NOVEMBER 10, 2020 MINUTES – LEWIS LEADER, VICE PRESIDENT**

Joe Servi made a motion to approve the November 10, 2020 Board meeting minutes.

*Second:* Stephan Lins

*All in Favor:* Jeremy Green, Rosalyn Green, Jason Griffin, Steve Haigler, Lewis Leader, Stephan Lins, David Martin, Dr. Peter Purdue, Joe Servi, Joyce Simon, Ruth Thompson.

*Nays:* None

*Abstentions:* Ruth Thompson

*Motion Carries.*

5. **CAMPUS PRESENTATION: MPC FIRE ACADEMY (Greg Greenlee)**

- Greg Greenlee gave a presentation on how the fire academy works. This included a brief explanation of how this program is dealing with COVID. Greg thanked the Foundation for their continued support of this program and the much-needed scholarships provided to our Firefighter students. Greg talked about how the initial thought about the pandemic was to just delay the program for a few weeks, but they ended up having to cancel all classes in Spring of 2020.
- The Spring group was able to return in August, and most of the students in the program graduated in October. The program had some in-person classes, but we were able to do all of the remaining

lecture online, which was huge for the program and allowed us to focus only on technical skills during the in-person meetings.

- A great benefit of this program is that most instructors currently work in local fire departments or as first responders, so their experience was very helpful to students who were new to these types of safety protocols. Greg wanted to mention that the biggest part of the success of the program during these hard times was that the students took it seriously. They followed all safety protocols for the benefit of the program and so that the Fire Academy was able to finish on time without any COVID-related incidents.
- Lewis Leader asked Greg if having an EMT course is a requirement for the Fire Academy. Greg explained that it used to be, but now a prerequisite to join the Fire Academy is to have an EMT National registry done, which is better, and this started on Spring of 2020.
- Lewis Leader asked how many graduates we usually have in the Academy, and Greg replied that about 20 to 22 students graduate with about an 85% graduation rate. Greg concluded his presentation and thanked the MPC Foundation. Beccie mentioned that she would share the fire academy video links in the chat box and via email after the meeting.

## **6. REPORTS**

### **A. COLLEGE REPORT – DAVID MARTIN**

- David Martin started his report by sharing that we are currently in the week of finals for our students, hopefully we see them finish strong this challenging semester sending them off to a nice winter break, and hopefully they will return recharged for our Spring 2021 semester. We also hope that some students will enroll in early spring classes that start January 4<sup>th</sup>.
- MPC will be welcoming two new Board of Trustees, and next week they will be sworn in at the governing board meeting. They are Ms. Libby Downey and Ms. Debbie Anthony, from Monterey and Pacific Grove, respectively.
- To conclude, David wanted to thank the board for their support with Measure V and their continued support for our MPC community and ultimately our students. David mentioned that MPC has accomplished so much in the past four months and wanted to recognize Beccie and her team for their wonderful work with all these accomplishments.

### **B. VICE PRESIDENT’S REPORT - LEWIS LEADER, BOARD VICE PRESIDENT**

- Lewis shared that there will be a new Board Member Orientation tomorrow, Thursday Dec 10th via zoom (starting at 2:30pm). We would like to have all board members attend for the introductions, which will take place from 2:30 to about 2:45pm. Please attend if you can to help welcome our new board members! Beccie will send info/zoom link via email soon.
- As we approach the end of the year, we are almost at 100% participation for board giving. We are hoping to reach 100% participation by the end of the year. Any amount counts, you can also donate through the MC Gives! Campaign which also provides a certain percentage match for your donation. Beccie clarified that about 12% of your gift is matched if you donate through the MC Gives campaign.
- Beccie also mentioned that two MPC Board of Trustees (Libby Downey and Yuri Anderson) asked for information to attend our MPC Foundation board orientation so they can learn more about what we do, so we are looking forward to their participation tomorrow as well.

### **C. EXECUTIVE DIRECTOR’S REPORT – BECCIE MICHAEL**

- Beccie shared that Terry Mallery, an MPC Alumni, has established a new scholarship and also joined our legacy society. His scholarship will be used to support students pursuing careers in STEM.

- We recently received an estate gift of \$75,000 from the MacKenzie's to be used for scholarships at the Board's discretion. More info to follow in the New Year.
- The 2020-2021 Scholarship Application officially opened on December 1, 2020. A collaborative scholarship workshop was held on December 2 that was attended by more than 50 students and involved multiple departments across campus. In addition, Gina Bianchi is holding virtual office hours for students to get help with scholarship applications every Tuesday and Thursday between now and the application deadline in March. This kicks off the annual scholarship process; our advisory group will meet in early March for an orientation and will then be scoring applications. We expect to hold a virtual ceremony in May 2021 and have begun researching ideas to make sure it is still a meaningful experience for our students and donors.
- We held a Virtual Holiday Party on December 3<sup>rd</sup> for PC donors, Trustees, and Foundation board members. We were so grateful that Diego Espinoza and Elroy Gardenhire participated in this event to share their personal experiences with celebrating Las Posadas and Kwanzaa, respectively. Thanks to all the board members who joined us – we hope you enjoyed it! We did receive a lot of positive feedback so Beccie expects there will be more of these to come in the New Year as well.
- Beccie shared that as far as our 2020 MC Gives campaign goes, we have raised \$6,635 through this campaign so far, which runs until Dec 31.
- Beccie shared a summary of recently awarded grants, which include:
  - Rotary Club of Carmel-by-the-Sea –awarded \$7,500 for Emergency Assistance and the Lobos Booster Club.
  - Monterey Peninsula Foundation – \$90,000 for Emergency Assistance for students.

#### **D. BOOSTER COMMITTEE REPORT – STEPHANS LINS, CHAIR**

- Stephan shared that the Booster committee had recently met and shared our current numbers that the Booster Club has raised \$6,180 so far and with Beccie's recent announcement we will have a grant award notice for another \$6,000, so the Booster Club is at about \$12K. We will continue to post the student testimonial videos and we hope to see more year-end donations. The funds raised are not as high as last year's but considering the circumstances we remain positive.
- Stephan also shared that an exciting virtual event will be taking place on December 17<sup>th</sup> at 5:30 pm. Mark your calendars, we have a few MPC alumni presenting their stories via zoom and the theme is "Overcoming Adversity." All are welcome to attend - students, board members, booster club members and members of the public.

### **7. BUSINESS**

#### **A. ADOPT 2021 BUDGET – BECCIE MICHAEL**

- Beccie shared the budget in the board packets is the same budget that was presented at the last meeting, which we discussed last month. Please see the document attached.

Ruth Thompson made a motion to adopt and approve the 2021 Budget as presented.

*Second:* Joyce Simon

*All in Favor:* Angelica Arroyo, Jeremy Green, Rosalyn Green, Jason Griffin, Steve Haigler, Lewis Leader, Rob Lee, Stephan Lins, David Martin, Dr. Peter Purdue, Joe Servi, Joyce Simon, Ruth Thompson.

*Nays:* None

*Abstentions:* None

*Motion Carries.*

## **B. UPDATE FASA GUIDELINES – LEWIS LEADER, CHAIR**

- Lewis Leader explained how FASA works and how it benefits MPC instructors and staff. The program has about \$40K a year to distribute amongst all proposals and the hardest part is the decision making on which proposals get funded since they all seem so well elaborated and beneficial for the college. Lewis also mentioned that he has been the chair of the committee for the past few years and wanted to announce that Dr. Peter Purdue will be the chair next year.
- Lewis asked Beccie to please present the new guidelines as proposed in the document (included in the board packet and available upon request). Beccie asked the group to follow along with the supporting documentation, and reviewed the updated guidelines. The main point proposed here is that instead of having a spring and fall cycle, it will be a year-round open process.
- From a budget perspective, the group will have to meet more often and be checking quarterly to keep an eye on the budget, so funds are not all spent in the beginning of the year, but we believe we've developed a manageable way to handle this and that it will be well received by the campus.
- Peter Purdue inquired if we could also consider clarifying some additional issues in the guidelines; Beccie suggested that we consider those at the next FASA Advisory Group meeting, since that group has not had an opportunity to discuss additional issues yet, but the proposed updates for the board's consideration today have been reviewed and supported by the Advisory Group. Dr. Purdue agreed that would be a good way to proceed and looks forward to further discussion.

Ruth Thompson made a motion to approve the Updated FASA guidelines as presented, with a note of reviewing the process in a year and see how successful it is. Dr. Purdue asked to amend the motion to add a bullet to the guidelines in Section 3 that states, "explanation of what you are proposing to do. Ruth concurred to approve the motion with Dr. Purdue's suggestion.

*Second:* Lewis Leader

*All in Favor:* Angelica Arroyo, Jeremy Green, Rosalyn Green, Jason Griffin, Steve Haigler, Lewis Leader, Rob Lee, Stephan Lins, David Martin, Dr. Peter Purdue, Joe Servi, Joyce Simon, Ruth Thompson.

*Nays:* None

*Abstentions:* None

*Motion Carries.*

## **C. 2021 BOARD COMMITTEES & ADVISORY GROUPS - BECCIE MICHAEL**

- Beccie reviewed all the groups and proposed memberships as listed in the document (posted and available upon request).
- Beccie explained that board members may request to be reassigned at any time by contacting her; the document that is being shared today is her initial plan but it can be amended at any time.

## **8. RECOGNITION OF BOARD MEMBERS – RUTH THOMPSON, PRESIDENT**

- Ruth thanked Lewis for helping as acting president and guiding meetings, and really wanted to thank the rest of the board for their devotion and support during this extremely difficult year. Ruth mentioned that she hopes that 2021 will be better and she is happy to recognize Rob Lee as the 2021 MPC Foundation Board president.
- Ruth shared that the sad news is that Lewis Leader is terming out in our board, and in the name of the whole board she wants to acknowledge Lewis for his service and all the help that he provided to the MPC Foundation and ultimately to all MPC students.
- Lewis thanked all the board members and how great it was to serve alongside all of the board members. It was 2014 when Lewis started and it has been a pleasure, he is very thankful to all!
- Beccie reminded Lewis that he is welcomed at any advisory group whenever he is ready.

9. **ANNOUNCEMENTS**

- Beccie hopes to see all of you tomorrow at the new board orientation for a brief introduction in the beginning
- Next Board Meeting will be on January 13, 2021 (Virtual Meeting) at 4:00 p.m.

10. **Meeting Adjourned by Lewis Leader at 5:09 PM**

**Minutes presented by Beccie Michael on behalf of Susie Boutonnet, Secretary.**