



DRAFT Minutes
Full Foundation Board
Thursday, October 29, 2020
8:00 AM - 10:00 AM

Meeting called by: Dr. Aamir Rehman, *Chair*

Members: Dan Klim, *1st Vice-Chair*; Ty Robinson, *2nd Vice-Chair and Interim Treasurer*; Herb Ames; Cathryn Clary; Randy Hanks; Bob Humes; Kathy Klockenbrink; Savita Lachman; Tom Onder; Jeff Perlman; Charles Plohn; Kimberly Saul; Allen Silk; Paula Taylor; Melissa Tenzer

Staff: Dr. Jianping Wang, *MCCC President*; Jane Westfall, *Foundation Accountant*; Joseph Claffey, *VP for College Advancement and Executive Director and Secretary of MCCC Foundation*; Tatiana Dodge, *MCCC Foundation Board Liaison and Development Specialist*; Dr. Andrea Lynch; Stacy Denton; Ken Howarth; Pam Price; Laura Richards; Roxanne List; Radhika Jaisimha; Paul Healy

Scribe: Cheryl McCormick, *Executive Assistant to the VP for College Advancement*

Absent: Brian Bennett; Jamil Faridy

1. Call to Order

- Dr. Rehman called the meeting to order at 8:03 a.m.

2. Approval of Minutes

- Mr. Silk made the motion to accept the minutes from the June 4, 2020 meeting. Ms. Tenzer seconded the motion. Mr. Humes abstained from voting, as he was not in attendance at the June 4th meeting. The motion carried.

3. Welcomes

- Dr. Rehman welcomed our newest members, Mr. Onder and Ms. Saul.
- Dr. Rehman reported that Ms. Kathleen Gator and Ms. Linda Martin have resigned from the Board, due to other commitments.
- Dr. Rehman announced that Mr. Humes has kindly agreed to Chair the Nominating and Governance committee for the remainder of this fiscal year.

4. President's Report – Dr. Wang

- Summer enrollment was up 6% and Fall enrollment is down 16%. National average is 23% decline, and all community colleges in the state of New Jersey are experiencing declines in enrollment.
- MCCC closed FY20 with a small surplus. The college continues to evaluate operational efficiency efforts to elevate the level of service provided. Various departments are going through procedural and business process analysis and audits.
- Updated Covid-19 response: we have awarded a total of \$1.24 million in CARES Act funding to 1,371 students.

- The college staff has developed to a virtual One-Stop center.
- The college has launched two critically important task forces - one to develop a new strategic plan, and the second to prepare for the Middle States re-accreditation process.
- MCCC entered an articulation agreement with New Jersey City University. This partnership will allow our students to transfer their A.S in Business Administration to a number of NJCU programs.

5. **Diversity, Equity and Inclusion (DEI)** – Dr. Andrea Lynch, Ms. Price, Prof. Howarth

- DEI Committee is now a standing committee of the college governance committee. The initial task force was co-chaired by Dr. Andrea Lynch and Stacy Denton, and was charged with developing a plan for DEI for three years. The Committee consisted of 45 members of the college community, and worked to identify the following four overarching goals:
 - Goal 1 – “Purpose”- Identify and address the needs of our diverse communities, inclusively and respectfully.
 - Goal 2 – “People” – Advance principles of equity that focus on the concerns of our diverse communities.
 - Goal 3 – “Partnerships” – Model a one-college philosophy across our diverse communities.
 - Goal 4 – “Process/Professional Development” – Implement processes that cultivate and champion an inclusive and diverse college community.

6. **Chair’s Report – Dr. Aamir Rehman**

- Signature Contribution Meetings – Dr. Rehman reported that these meetings were a success, and thanked the Board members for their insight and commitment to MCCC. Board goals for the year are:
 - Financial Goal – Provide \$800k in scholarships (an increase of \$50k from last year).
 - Strategic Goal - Increase strategic ties/relationships with the broader county community.
 - Organizational Goal – Members will contribute individually by serving on at least one sub-committee.

7. **Committee Updates**

- **Investment Committee – Mr. Robinson**

Mr. Robinson reported that the Foundation is financially well positioned. The current investment balance is the highest it’s ever been. All funds are meeting or exceeding benchmark goals. Total asset balance as of June 30, 2020 is \$12.4M with an investment return of \$707,235.

- **Finance Committee – Mr. Robinson**

- Highlights of our year-end financial statements:
 - Total assets for FY20 are \$12.6M, compared to FY19 at \$12.1M
 - Liabilities are steady, with no significant change from prior year
 - Revenue is up for FY20 at \$1.6M, compared to FY19 at \$1.59M
 - Expenses are fairly steady, with the exception of allocations to the college which vary from year to year
 - Year-end cash balance is strong at \$607,755

- Mr. Robinson presented a resolution for funding an innovative revenue initiative. The resolution details a plan to hire a marketing company to generate revenue for the college through the sale of sponsorships/advertisements throughout campus Athletics facilities. This initiative would not only generate revenue, but also raise overall awareness of MCCC. This resolution requests the Foundation provide \$25K from unrestricted funds to fund the initiative, with the caveat that the first \$25K in revenue will be returned to the Foundation. Mr. Robinson made the motion to pass the resolution, Ms. Clary seconded, and the resolution passed.
- Mr. Robinson presented a second resolution to accept the Mercadien-prepared 2020 Audit of the Foundation. Mr. Robinson made a motion to pass the resolution, and Mr. Hanks seconded. The resolution passed.
- **Fundraising & Philanthropy – Ms. Lachman**
 - 29th Annual Golf Classic – Event raised over \$26k. We had 53 golfers and 19 sponsors. The next Golf Classic is set for Monday, October 4, 2021.
 - Annual Spring Gala – Over \$93k was raised, without a physical event.
 - Giving Tuesday – MCCC's Giving Tuesday is November 17, 2020. To date, Foundation Board members have donated/pledged \$14,500 towards the Leadership match.
 - Planned Giving Society – Has been named the 1966 Legacy Society, and will be kicking off later this year.
- **Athletics Hall of Fame - Mr. Klim and Mr. Plohn**
 - Mr. Klim reported that in January, in an effort to promote and provide additional support for Mercer Athletics, a Mercer Athletics Committee (MAC) was created. The MAC's first project is the inaugural Athletics Hall Of Fame induction, which due to the pandemic, has been rescheduled to June 12, 2021. A kickoff was held on October 25th for members of the first inductee class, to bring our former students, coaches, and administrators back into the MCCC fold.
 - Mr. Plohn provided an update on a fundraising initiative where two anonymous donors have pledged to match up to \$10k each for any gifts received between now and 12/31/20, with a goal to raise a total of \$30k in support of student-athlete scholarships and Athletics facility improvements.
- **Nominating & Governance Committee – Mr. Humes**
 - Treasurer Position – Mr. Humes reported that due to our bylaws stating that no individual can hold more than one office at a time, Mr. Robinson will continue to serve as 2nd Vice-Chair and will transition the Treasurer role by the end of the fiscal year.
 - Ms. Kathleen Gater and Ms. Linda Martin have resigned from the Board due to personal commitments. Their resolutions were presented, with recognition for the outstanding work they have done on behalf of the Foundation. Mr. Humes presented the resolution for Linda Martin and asked the Board to accept the resolution, which was seconded by Mr. Silk. The motion carried. Mr. Humes presented the resolution for Kathleen Gater and asked the Board for a motion to accept, which was seconded by Mr. Silk. The motion carried.

- Subcommittee Restructuring – the newly formed MAC will fall under the Fundraising/Philanthropy Committee. A Planned Giving Committee will be created, and will need to be populated by Board members and some select non-Board community members.
- Board Member Commitments – Mr. Humes asked that members review their scorecards. The Nominating and Governance Committee will be reviewing best practices as they consider the \$3,000 get/give commitment for all Board members.

8. Executive Director’s Report – Joe Claffey

Mr. Claffey introduced the Development staff. He also thanked all Board members for their commitment of time, energy, and financial support.

9. Liaison’s Report – Ms. Dodge

Ms. Dodge will be scheduling two “Mercer 101” sessions. Ms. Dodge and Dr. Rehman are working together to schedule a socially distant coffee hour. Ms. Dodge will also be reaching out to each Board member to discuss “Mercer Gear” as the thank-you gift for this year.

10. Executive Committee Feedback

- Mr. Robinson – Is proud of the overall engagement of the Investment and Finance committees. He has a passion for MCCC’s Youth College, and would love to work with students on JKC campus.
- Ms. Lachman – Asks that Board members continue to support the college by participating in events and initiatives. She also asks that we continue to “friend-raise” to increase awareness of the college.
- Mr. Klim – Asks that members share the legacy and successes of the Athletics department. 40,000 people come through the Athletics facilities over the course of the year, and the Athletics programs draw national and international reach – this is a great opportunity to raise awareness of and exposure to MCCC.
- Mr. Humes – Has been involved with the college since 1989, and feels that this Board is the most engaged, committed, and energetic Board he has ever served on. He would like to grow the Nominating and Governance committee to include new members who represent different businesses/organizations throughout our community.

11. New Business

- Mr. Klim asked that we have faculty/staff from various areas present at each Full Board meeting, in order to stay abreast of the college’s newest initiatives and other updates.
- Cathryn Clary reported that she is working on a plan to attract additional members who represent the Pharmaceutical industry.

12. Adjournment

- Dr. Rehman adjourned the meeting at 10:02 a.m.