

MISSION-WEST VALLEY LAND CORPORATION

Board of Directors

Regular Meeting

Minutes

May 17, 2016

1. Call to order

A regular meeting of the Board of Directors of the Mission-West Valley Land Corporation was called to order by President Anne Kepner at 5:04 p.m. in the Mission College Campus Center, Room 219, Santa Clara, CA

2. Roll Call

Directors Susan Fish – absent, Adrienne Grey (arrived 5:14pm), Anne Kepner – President, Steve Landau, Jack Lucas, Bob Owens – Vice President, and Karl Watanabe; Secretary/Treasurer Ed Maduli.

3. Approval of the order of the agenda

The order of the agenda was approved as presented. (Owens/Lucas, 5/0/0, with Fish and Grey absent and not voting)

4. Oral communications from the public on items not listed elsewhere on the agenda

None.

5. Approval of the minutes of the meeting of March 15, 2016

There was a motion by Owens, seconded by Landau, to “approve the March 15, 2016, meeting minutes as presented.” The motion passed. (5/0/0, with Fish and Grey absent and not voting)

6. Approval of the minutes of the meeting of May 3, 2016

There was a motion by Owens, seconded by Landau, to “approve the May 3, 2016, meeting minutes as presented.” The motion passed. (5/0/0, with Fish and Grey absent and not voting)

7. Officers’ Report

Mr. Maduli reported that the market valuation has been completed for Lakha Properties. A meeting has been scheduled with the Land Corporation’s consultant and legal counsel to discuss negotiation strategies. An update will be provided at the next meeting.

8. Review, consideration and possible action to accept the Statement of Revenues, Expenditures and Net Assets of the Land Corporation as of April 30, 2016

Mr. Owens expressed concern that the Board of Trustees has not been apprised of academic programs being funded by the Land Corporation. Ms. Grey responded that academic decisions belong at the colleges and with the Chancellor and are not under the purview of the Board. Mr. Owens agrees, but believes the Board should be informed. Mr. Landau asked if the Land Corporation can direct how funds are used. Mr. Maduli responded that a discussion about how funds are directed can take place at the newly formed subcommittee, which will review the Allocation of Funds policy.

There was a motion by Owens, seconded by Landau, to “accept the April 30, 2016, Statement of Revenues, Expenditures for and Net Assets as presented.” The motion passed. (6/0/0, with Fish absent and not voting)

9. Review, consideration and possible action to approve a Tentative Operating Budget for the 2016-17 Fiscal Year beginning on July 1, 2016

Mr. Maduli stated that approval of the tentative budget is needed to continue operations in FY 16/17 without interruption. He indicated that Lakha revenues will increase due to negotiations.

There was a motion by Grey, seconded by Owens, to “approve the Tentative Operating Budget for the 2016-17 Fiscal Year beginning on July 1, 2016 as presented.” The motion passed. (6/0/0, with Fish absent and not voting)

10. Status report on FY 2015-16 Teaching & Learning Innovation Fund and Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for a Teaching & Learning Innovation Fund as identified in the Allocation of Funds Policy

Mr. Maduli reported that the status report for the FY 15/16 TLIF would be provided at the next meeting. He expects that approximately 90% of the funds will be spent; remaining funds will be returned to the fund balance. Mr. Maduli is asking that \$100,000 be allocated to the TLIF for FY 16/17.

There was a motion by Owens, seconded by Grey, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$100,000 for the Teaching & Learning Innovation Fund as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting)

11. **Status report on FY 2015-16 Student Success Innovation Fund and Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for a Student Success Innovation Fund as identified in the Allocation of Funds Policy**

Mr. Maduli reported that the status report for the FY 15/16 Student Success Innovation Fund would be provided at the next meeting. He expects that approximately 80% of the funds will be spent; remaining funds will be returned to the fund balance. Mr. Maduli is asking that \$50,000 be allocated to the Student Success Innovation Fund for FY 16/17.

There was a motion by Grey, seconded by Owens, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$50,000 for the Student Success Innovation Fund as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting).

12. **Status report on FY 2015-16 Capital Improvement funds and Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for Capital Improvements as identified in the Allocation of Funds Policy**

Mr. Maduli reported that there was no funding provided by the Land Corporation in FY 15/16 for capital improvements. For FY 16/17, he is seeking \$1.1 million for capital improvements, which will be split evenly between the campuses. The list of FY 16/17 projects was presented for review. Mr. Owens asked if the identified projects could be completed without Land Corporation funding. He further stated that he believes the projects should be funded through the regular budget process. It was reported that many of the projects are life/safety issues and could not otherwise be funded.

There was a motion by Landau, seconded by Lucas, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$1.1 million for Capital Improvements as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting).

13. **Status report on FY 2015-16 Special Projects Fund and Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for a Special Projects Fund as identified in the Allocation of Funds Policy**

Mr. Maduli provided the FY 15/16 Special Projects Fund status report. For FY 16/17, he is asking for \$390,000 for three projects, which he shared with the Directors.

There was a motion by Lucas, seconded by Landau, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$390,000 for a Special Projects Fund as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting).

14. Status report on FY 2015-16 Technology Refresh & Instructional Equipment Funds and Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for a Technology Refresh & Instructional Equipment Fund as identified in the Allocation of Funds Policy

Mr. Maduli provided the FY 15/16 status report and indicated that each college was provided \$200,000. For FY 16/17, he is seeking the same amount - \$200,000 per college. Mission College provided its list of projects for the upcoming year. West Valley College will provide its list of projects at the next meeting. All projects must be approved before the money can be spent.

There was a motion by Owens, seconded by Grey, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$400,000 (\$200,000 per college) for a Technology Refresh & Instructional Equipment Fund, pending the project list from WVC, as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting).

15. Status report on FY 2015-16 Student Assistance (other student assistance) funds and Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for Student Assistance (other student assistance) as identified in the Allocation of Funds Policy

Mr. Maduli reported that last year the Land Corporation provided each college with \$75,000. In March, each college was given another \$125,000 to bridge the gap from not receiving funding from the Advancement Foundation’s Endowment Fund. There was a discussion on the colleges’ scholarship and assistance programs and the need to provide start and end dates to better identify the time frame for the programs being funded. For FY 16/17, the Land Corporation is being asked to approve \$150,000 for student assistance - \$75,000 for each college.

There was a motion by Owens, seconded by Landau, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$150,000 (\$75,000 per college) for Student Assistance (other student assistance) as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting).

16. **Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for Scheduled Maintenance as identified in the Allocation of Funds Policy**

Mr. Maduli stated that no scheduled maintenance funds were requested in FY 15/16. For FY 16/17, \$200,000 is being requested.

There was a motion by Owens, seconded by Grey, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$200,000 for Scheduled Maintenance as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting).

17. **Status report on FY 2015-16 Entrepreneurial Fund and Review, consideration and possible action to amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include a specific funding amount for an Entrepreneurial Fund as identified in the Allocation of Funds Policy**

The Chancellor provided a status report on FY 15/16 entrepreneurial funds. He is requesting \$75,000 for FY 16/17.

There was a motion by Landau, seconded by Owens, to “amend the Operating Budget for the 2016-17 Fiscal Year beginning July 1, 2016, to include \$75,000 for an Entrepreneurial Fund as identified in the Allocation of Funds Policy.” The motion passed. (6/0/0, with Fish absent and not voting).

18. **Directors’ Comments**

None.

19. **Adjournment**

Meeting adjourned at 6:11pm.