OXNARD COLLEGE FOUNDATION

Finance/Budget Committee Meeting Agenda

Wednesday, May 21, 2025 - 1:00pm-2:00pm
Library Learning Resource Center – Writing Center

UPDATED

I. Call to Order

Finance Committee Members

- ☐ Vincent Stewart, Co-Chair
- ☐ Austin Yang, Co-Chair
- ☐ Mike Barber
- ☐ Alex Nguyen

II. Public Comments

III. Action Items – Funding Requests

Projected 2025/2026 budget amount: $100,000. Funded to date: $0.00. Remaining balance to award: $100,000. Total amount of requests: $73,475.

A. Recommend full board approval of a $11,975 funding request, presented by the Academic Affairs Office, to sponsor Oxnard College students participating in the Sports Industry Academy Summer Program at UCSB.
B. Recommend full board approval of a $15,000 funding request, presented by the School of STEM, to cover programming costs incurred during the 2025/2026 fiscal year.
C. Recommend full board approval of a $1,500 funding request, presented by OC Student Services, to cover Oxnard College Condor Fest 2025 costs.
D. Recommend full board approval of a $2,500 funding request, presented by OC Student Services, to cover Oxnard College Family Orientation Night costs.
E. Recommend full board approval of a $5,000 funding request, presented by the OC President's Office, to cover OC All College Day costs.
F. Recommend full board approval of a $2,500 funding request, presented by the OC Career Center, to cover programming costs incurred during the 2025/2026 fiscal year.
G. Recommend full board approval of a $35,000 funding request, presented by OC Student Life, to cover costs of a HBCU University and Cultural trip.

IV. Action Items – Foundation

A. Recommend full board approval of new financial policies and procedures.
B. Recommend full board approval of the proposed 2025/2026 Annual Budget.
C. Recommend full board approval of new Quarterly Interim Financial Report. (new)

OXNARD COLLEGE FOUNDATION

V. Information/Discussion Items

A. Statement of Financial Activity
B. Executive Director Report on Finances

VI. Other Business

VII. Adjournment

Meeting Materials

Funding Requests
III-A – Sports Industry Academy – p. 4-5
III-B – School of STEM – p. 6-7
III-C – Condor Fest – p. 8-9
III-D – Family Orientation Night – p. 10-11
III-E – All College Day – p. 12-13
III-F – Career Center – p. 14-15
III-G – HBCU Trip – p. 16-17

Action Items
IV-A – Policies & Procedures – p. 18-20
IV-B – Annual Budget – p. 21-35
IV-C – Quarterly Report – p. 36-42

Information
V-A – Statement of Financial Activity – p. 43-49
V-B – Executive Director Report – p. 50-56

Agenda and materials are available at: https://oxnardcollegefoundation.org/board-meetings/

2025/2026 Funding Requests

Fiscal Year 2025/2026					
				OCF Budget:	*100,000.00*
Organization	**Project**	**Fiscal Year**	**$ Request**	**Approval Date**	**$ Awarded**
Academic Affairs	Sports Industry Academy	2025/2026	11,975.00		
School of STEM	STEM 2025/2026 Programming	2025/2026	15,000.00		
OC Student Services	CondorFest	2025/2026	1,500.00		
OC Student Services	Family Orientation Night	2025/2026	2,500.00		
President's Office	All College Day	2025/2026	5,000.00		
OC Career Center	Career Center 2025/2026 Programming	2025/2026	2,500.00		
OC Student Life	HBCU University & Cultural Trip	2025/2026	35,000.00		
		2025/2026 Totals	**$ Requested**		**$ Awarded**
		Totals	**73,475.00**		**-**
		OC Promise (3rd of 3)	***60,000.00***		***60,000.00***
		Non-Promise Total	***13,475.00***		***(60,000.00)***
		Available to award			**160,000.00**

THE OXNARD COLLEGE FOUNDATION

The Oxnard College Foundation is a 501(c)(3) non-profit organization (EIN 77-0003378)

The mission of the Oxnard College Foundation is to provide support for campus development, student scholarships, educational programs, and other college needs in order to promote the progressive and continuing advancement of Oxnard College, to further educational excellence, and to enable the college to serve as an exemplary multi-cultural community resource.

FUNDING REQUEST FORM

The funding request must be an agendized action item on the Oxnard College Foundation Full Board meeting to be considered. Please follow the process described on the Funding Request Guideline. If the request is for an event, please submit at least 60 days in advance of the event. Please add any collateral material.

Date: February 17, 2025

Name of Submitter: Dr. Luis Gonzalez **Title:** VP, Academic Affairs & Student Learning

Organization/Department: Oxnard College

Work Phone: **Cell Phone:**

Email: lgonzalez@vcccd.edu

Names of other involved Organization/Department members:

Walter Boggan - Executive Director, Sports Industry Academy (Produced by 5th & Lemon)

What the process used to submit this request?
Email

Funding Description

Amount Requested: 11,975 **Total Project/Event Cost:** $125,000

Describe the Project/Event and share how it is aligned with the OCF mission.
The Sports Industry Academy (SIA) Summer Program provides Oxnard College scholar-athletes with career exposure in sports management, marketing, and entrepreneurship. Through mentorship from executives, hands-on projects, and leadership training, scholars gain the skills needed to excel in college and beyond.

OCF's Continued Support
For three years, the Oxnard College Foundation (OCF) has funded scholar-athletes, including EOPS students, with 100% transferring to four-year universities.

By funding five scholars for 2025, OCF will:

Expand Career Pathways – Real-world projects & networking.

Has the OCF previously funded this Project/Event? If so, when and what amount? Spring of 2022, 2023 and 2024

Provide a Project/Event budget
Sports Industry Academy Summer Program:
5 Oxnard College Scholar Athetes to attend the Sports Industry Academy. $2395/Per scholar (Dicounted Fee) ($11,975 Total)

Soliciting funds from other sources? YES

If Yes, how much will you be seeking? 11,975

Which other sources are you seeking? Oxnard College EOPS - To fund 5 EOPS Scholars to attend the Sports Industry Academy for the 4th Year

Date the funds needed? Date 4/15/2025

FUNDING REQUEST FORM

Whom does the project benefit?

The Sports Industry Academy Summer Program benefits Oxnard College scholar-athletes, including EOPS students, by providing academic and career pathways in the sports industry. It equips them with mentorship, leadership training, and hands-on industry experience, helping them transfer to four-year universities and pursue careers in sports management, marketing, and entrepreneurship. 100% of past Oxnard College participants have successfully transferred.

What is the anticipated benefit of the Project/Event?

The Sports Industry Academy Summer Program will equip Oxnard College scholar-athletes with mentorship, leadership skills, and hands-on experience in the sports industry. This opportunity enhances academic success, career readiness, and networking, helping scholars transfer to four-year universities and secure careers in sports management, marketing, and entrepreneurship. With a 100% transfer rate, the program ensures long-term growth and professional advancement

How will you acknowledge and promote the Oxnard College Foundation?

We will continue to recognize the Oxnard College Foundation by displaying its name and logo on all program materials, presentations, and our website at www.sportsindustryacademy.com. Additionally, we will highlight OCF's support in social media posts, newsletters, and scholar testimonials, ensuring ongoing visibility and appreciation for its commitment to scholar-athletes and their academic and career success.

Please submit a final report 30 days after completion of the project/event.

Required Authorizations and Approvals

Signature of Submitter 02/17/25 **Date**

Signature of Dean/Supervisor 02/17/25 **Date**

Signature of President **Date**

OCF Finance Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Executive Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Board of Directors

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Approved: $ _____

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Date: April 30, 2025

Name of Submitter: Dr. Marcella Klein Williams **Title:** STEM Director

Organization/Department: Oxnard College STEM

Work Phone: 805.678.5262 **Cell Phone:** 8053207735

Email: mkleinwilliams@vcccd.edu

Names of other involved Organization/Department members:

Jocelyne Gonzalez

What the process used to submit this request?

Student achievement is hinged to a sense of belonging, identity and engagement in STEM. The simple act of breaking bread together builds community and keeps students on campus and engaged in their learning.

Funding Description

Amount Requested: $15,000.00 **Total Project/Event Cost:** $898,584.00

Describe the Project/Event and share how it is aligned with the OCF mission.

Hosting events with food conveys a recognizable welcome and sets the table for a community to form and relationships to deepen.

OCF funds helped grow the School of STEM - Yr 1 319 students, Yr 2 492 students, and Yr 3 1249 students. This represents a 291% increase made possible by the OCF investment.

Additionally, funds are used for OC STEM spirit merchandise. The sweatshirts purchased last year are regularly and proudly worn by the OC STEM community.

Has the OCF previously funded this Project/Event? If so, when and what amount? August 1, 2024, $15,000.00

Provide a Project/Event budget

OCF Request Budget $15,000
$3,000 for end of year celebration
$3,000 for School of STEM Spirit Merchandise
$9,000 for School of STEM Merienda each month, Open House Mixer.

Soliciting funds from other sources? Yes

If Yes, how much will you be seeking? $922,590.00

Which other sources are you seeking? US Department of Education, HSI Title III STEM-already approved and covers all other program costs.

Date the funds needed? 8/1/2025

FUNDING REQUEST FORM

Whom does the project benefit?

This project directly benefits Oxnard College STEM students who are often first generation Latine and low-income students. The first year of support catapulted engagement for STEM workshops and events. It was that extra something that enticed them into the STEM Center where they then made friends and became connected to the resources OC STEM offers.

What is the anticipated benefit of the Project/Event?

The School of STEM builds a sense of community amongst STEM students, provides recognition for what we call 'high impact practices', and helps students manage the muddling middle. The Meriendas celebrate those small wins that add up to educational retention, completion, and transfer. The OC STEM spirit merchandise helps to support school pride both on and off campus.

How will you acknowledge and promote the Oxnard College Foundation?

The Oxnard College Foundation is acknowledged as a partner and sponsor of events. We regularly welcome Executive Director Pete Parker to attend and speak at events.

Please submit a final report 30 days after completion of the project/event.

Required Authorizations and Approvals

Marcella Klein Williams *Marcella Klein Williams* — April 30, 2025

Signature of Submitter — **Date**

Paloma Vargas — May 1, 2025

Signature of Dean/Supervisor — **Date**

05/02/2025

Signature of President — **Date**

OCF Finance Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Executive Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Board of Directors

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Approved: $ _____

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FUNDING REQUEST FORM

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Date: 4/21/2025

Name of Submitter: Daisy Carranza **Title:** Bilingual Program Coordinator

Organization/Department: OC Student Services

Work Phone: 805-678-5254 **Cell Phone:** (805)302-1253

Email: daisy_carranza1@vcccd.edu

Names of other involved Organization/Department members:

Daisy Carranza & Dr. Leah Alarcon

What the process used to submit this request?

We are following the application process outlined in the Funding Request Guidelines form. This request is supported by data collected from previous CondorFest events, where student survey responses indicated that offering raffles and prizes significantly boosts student engagement.

Funding Description

Amount Requested: $1,500 **Total Project/Event Cost:** $7,500

Describe the Project/Event and share how it is aligned with the OCF mission.

Oxnard College hosts CondorFest each year to welcome first-time, first-year students and celebrate the start of the new academic year. The primary goal of this event is to foster meaningful connections between incoming students, faculty, staff, and peers—helping to strengthen their sense of belonging within the Oxnard College community.
CondorFest plays a vital role in promoting student engagement and supporting the continued advancement of Oxnard College. The event also serves as an essential platform to introduce students to campus resources and services that contribute to their academic success, personal well-being, and overall college experience.
As Oxnard College continues to serve as an exemplary multicultural community resource, events like CondorFest are especially important for supporting students who may not have access to strong familial guidance throughout their college journey.
The funds requested will be used to purchase items such as gift cards to be raffled during the event's lunchtime activities—an initiative shown to increase student participation and engagement.

Has the OCF previously funded this Project/Event? If so, when and what amount? Yes! $1,500 on AY 2024-25; $3,000 on AY 2023-24.

Provide a Project/Event budget

Event Budget

Food:$4,000
T-Shirts for Participants: $3,000
Miscellanous: $1000

OCF Requested funds
25 Gift cards: $50 for a total of $1,500

Soliciting funds from other sources? No

If Yes, how much will you be seeking? $0

Which other sources are you seeking? None

Date the funds needed? Before August 6, 2025.

FUNDING REQUEST FORM

Whom does the project benefit?

This event will directly benefit first-time, first-year students attending Oxnard College during the academic year 2025-26.

What is the anticipated benefit of the Project/Event?

Anticipated benefits of the event:

- Increase student awareness of campus resources and services that support academic success, personal well-being, and a positive educational experience.
- Foster a welcoming environment that builds a strong sense of community among first-year students, encouraging meaningful connections with faculty, staff, and fellow students.
- Support the ongoing advancement of Oxnard College by promoting student engagement and strengthening institutional pride.

Survey results from last year clearly highlight the positive impact of the event. A total of 130 new students attended CondorFest, from 122 that completed the survey 100% of them responded "yes" when asked if they had a better understanding of the services available to them at Oxnard College after participating in the event.
Additionally, over 80% of students reported feeling more confident in utilizing key campus resources, including the Basic Needs Center, Career Center, and Health Center. These results underscore the event's effectiveness in empowering students with the knowledge and confidence they need to access essential support services.

How will you acknowledge and promote the Oxnard College Foundation?

We will place the gift cards in mini envelopes, each labeled on the front with the message: "Sponsored by the Oxnard College Foundation." To further recognize the Foundation's support, we will also highlight raffle winners on Oxnard College's official social media platforms, giving special acknowledgment to the Oxnard College Foundation.

Please submit a final report 30 days after completion of the project/event.

Required Authorizations and Approvals

Signature of Submitter — **Date** 4/29/25

Signature of Dean/Supervisor — **Date** 04/29/25

Signature of President — **Date** 05/06/2025

OCF Finance Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Executive Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Board of Directors

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Approved: $ _____

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FUNDING REQUEST FORM

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Date: 4/21/2025

Name of Submitter: Daisy Carranza **Title:** Bilingual Program Coordinator

Organization/Department: OC Student Services

Work Phone: 805-678-5254 **Cell Phone:** (805)302-1253

Email: daisy_carranza1@vcccd.edu

Names of other involved Organization/Department members:

Daisy Carranza & Dr. Leah Alarcon

What the process used to submit this request?

We are adhering to the application process outlined in the Funding Request Guidelines. Following approval from the Dean, we presented the request to the Student Services Leadership Team. Once approved, it will be forwarded to the President for final approval before submission to the OC Foundation.

Funding Description

Amount Requested: $2,500 **Total Project/Event Cost:** $3,500

Describe the Project/Event and share how it is aligned with the OCF mission.

Oxnard College is proud to host its second Family Orientation Night, an event designed to warmly welcome families into the OC community and address any questions or concerns they may have about their student's college journey. Families play a vital role in the success of our students, and it is essential that we foster confianza—trust and mutual understanding—by strengthening the connection between families, students, and the college.

This event will feature a bilingual format, offering both Spanish and English tracks, with sessions designed to give families a firsthand look at college life. Attendees will gain insight into student success strategies and learn about the many campus resources available to support their students.

As Oxnard College continues to serve as a model of multicultural engagement and support, events like Family Orientation Night are essential. They help empower families with the knowledge and tools they need to support their students throughout their academic journey. The funds we are requesting will go toward providing dinner for attendees, ensuring a welcoming and inclusive experience for all.

Has the OCF previously funded this Project/Event? If so, when and what amount? Yes, $2,500 on AY 2024-25.

Provide a Project/Event budget

Event Budget

Food:$3,000
Miscellanous: $1500

Soliciting funds from other sources? No

If Yes, how much will you be seeking? $0

Which other sources are you seeking? None

Date the funds needed? September 2025

FUNDING REQUEST FORM

Whom does the project benefit?

This event will directly benefit first-time, first-year students and their families attending Oxnard College during the 2025–2026 academic year.

What is the anticipated benefit of the Project/Event?

The event is designed to inform families about the wide range of resources and support services available at Oxnard College that contribute to student success. By increasing student and community engagement, the event fosters a welcoming environment where families can build meaningful connections with the college and with one another. It also creates opportunities for families to develop positive relationships with OC staff and faculty, while gaining insight into the transitional experiences of first-time college students and learning how to best support them throughout their academic journey.
By engaging families early in the college experience, the event aims to foster a supportive environment that contributes to student retention, academic success, and a stronger sense of belonging within the OC community.
Last year's survey results reflected overwhelming satisfaction: 100% of participants rated the overall quality of the "Pathway to Success" as excellent. Additionally, 95% of attendees rated the sessions "Support Your Student: Career and Transfer" and "A Guide to Financial Aid" as excellent. One parent even remarked that the event provided "great information" that helped them better understand how to support their student.

How will you acknowledge and promote the Oxnard College Foundation?

During the event, we will publicly acknowledge the OC Foundation and highlight the impactful support it provides to our community. This includes initiatives such as the weekly Community Marketplace and the annual scholarships available to students. These acknowledgments will help raise awareness of the Foundation's contributions and encourage families to engage with and support its ongoing efforts. There will also be printed programs at every table in which we will include the OC Foundation logo.
Please submit a final report 30 days after completion of the project/event.

Required Authorizations and Approvals

Signature of Submitter _____ **Date** 4/29/25

Signature of Dean/Supervisor _____ **Date** 04/29/25

_____ 05/06/2025

Signature of President **Date**

OCF Finance Committee

Date of Action Item: _____

___ Approved **___ Denied**

Amount Recommended: $ _____

OCF Executive Committee

Date of Action Item: _____

___ Approved **___ Denied**

Amount Recommended: $ _____

OCF Board of Directors

Date of Action Item: _____

___ Approved **___ Denied**

Amount Approved: $ _____

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FUNDING REQUEST FORM

The funding request must be an agendized action item on the Oxnard College Foundation Full Board meeting to be considered. Please follow the process described on the Funding Request Guideline. If the request is for an event, please submit at least 60 days in advance of the event. Please add any collateral material.

Date: May 8, 2025

Name of Submitter: Roberto Gonzalez, Ed.D. **Title:** President

Organization/Department: President's Office

Work Phone: (805) 678-5230 **Cell Phone:**

Email: rogonzalez@vcccd.edu

Names of other involved Organization/Department members:

Oxnard College 'All College Day' (OCACD)

What the process used to submit this request? OC President's Office review of *All College Day* expenses.

Funding Description

Amount Requested: $5,000.00 **Total Project/Event Cost:** $5,000.00

Describe the Project/Event and share how it is aligned with the OCF mission.

This is for the annual All College Day continental breakfast and lunch hosted for campus administration, faculty, and classified staff returning to campus for mandatory flex day for the 2025-2026 academic year.

Has the OCF previously funded this Project/Event? If so, when and what amount? Type the date and amount here.

Provide a Project/Event budget

Type your budget or attach as separate document.

Soliciting funds from other sources? No

If Yes, how much will you be seeking? N/A

Which other sources are you seeking? N/A

Date the funds needed? August 8, 2025

FUNDING REQUEST FORM

Whom does the project benefit?

College guests/participants in the OC All College Day activities.

What is the anticipated benefit of the Project/Event?

All College Day is a mandatory flex activity day for all employees. This day introduces the campus-wide theme and goals for the coming academic year. Staff, faculty and administrators in attendance are together from approximately 7:30AM - 2:00PM This ensures everyone is properly fed throughout the day as well as allowing time for celebration and fellowship among colleagues. It's a fitting start to the hard work to be accomplished throughout the academic year!

How will you acknowledge and promote the Oxnard College Foundation?

Public announcements during the event and at *All College Day* acknowledging the Foundation generosity and participation.

Please submit a final report 30 days after completion of the project/event.

Required Authorizations and Approvals

Signature of Submitter — **Date** 05/08/2025

Signature of Dean/Supervisor — **Date** 05/08/2025

Signature of President — **Date** 05/08/2025

OCF Finance Committee

Date of Action Item: _____

___ Approved **___ Denied**

Amount Recommended: $ _____

OCF Executive Committee

Date of Action Item: _____

___ Approved **___ Denied**

Amount Recommended: $ _____

OCF Board of Directors

Date of Action Item: _____

___ Approved **___ Denied**

Amount Approved: $ _____

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Date: 05/05/2025

Name of Submitter: Dr. Shannon Findlay & Evelyne Oros **Title:** Lead Career Counselor & Placement Specialist

Organization/Department: OC Career Center

Work Phone: 805-678-5900 **Cell Phone:**

Email: strefts@vcccd.edu and evelyn_oros1@vcccd.edu

Names of other involved Organization/Department members:

N/A

What the process used to submit this request?

Funding Description

Amount Requested: **Total Project/Event Cost:** $

Describe the Project/Event and share how it is aligned with the OCF mission.

The funding request was submitted to the OC Student Leadership meeting for review before being submitted to OCF for consideration. OC Career Center hosts a variety of events and facilitates workshops to support students with enhancing their readiness for the workforce. These initiatives include job fairs, career readiness workshops, employer panels, and other employer networking related events.
The funding request would help support students with needed materials for job fairs and interviews, and support with hosting these events. OC Career Center events are designed to provide students with the resources and connections they need to succeed in their career pathways. These events align with the Oxnard College Foundation's mission by offering equitable access to multiple educational and career pathways. By providing students with career readiness resources and connecting them to local employers, we help them succeed in the workforce, thereby enhancing their socio-economic prospects.

Has the OCF previously funded this Project/Event? If so, when and what amount? Type the date and amount here.

Provide a Project/Event budget

Type your budget or attach as separate document.

Requested funds will support the following:
$1,000.00 for $25 gift cards (40 total) to support students with purchasing necessary items for job fairs, interviews, employer networking events.
$1,500.00 for refreshments/food to support hosting events: Internship Fair, Annual Job Fairs, Employer Panels.

Soliciting funds from other sources? Yes or No?

Yes

If Yes, how much will you be seeking? $

List other sources

Which other sources are you seeking?

Career general funds of $1,500.00 allocated to support all events/ workshops annually.

Date the funds needed? Date September 2025

FUNDING REQUEST FORM

Whom does the project benefit?

500 character limit

The project benefits Oxnard College students - supporting students ready to enter the workforce and students networking/exploring career pathways. By providing access to career readiness resources and employer connections, this support helps students gain the support they need to succeed in their academic & career pathways. Local employers also benefit by gaining access to a pool of well-prepared, job-ready students and connect with Oxnard College and OCF for partnership opportunities.

What is the anticipated benefit of the Project/Event?

500 character limit

The anticipated benefits of these events is to better prepare Oxnard College students for success in the workforce. By offering career fairs, workshops, and employer panels, we hope to increase students' employment opportunities, develop their professional skills, and foster meaningful partnerships with employers. These initiatives will help bridge the gap between education and employment, ensuring that students are job-ready and prepared to succeed in their chosen careers.

How will you acknowledge and promote the Oxnard College Foundation?

500 character limit. Please attach a flyer, if available.

Oxnard College Foundation will be acknowledged and promoted w/logos and recognition as a partner on event flyers, highlighted in communication w/students and employers, and identified on all marketing collateral – social media, flyers, emails, and website.

Please submit a final report 30 days after completion of the project/event.

Required Authorizations and Approvals

Signature of Submitter Shannon Findlay **Date** 5/7/2025

Signature of Dean/Supervisor [illegible] **Date** 05/08/2025

Signature of President Roberto Gonzalez **Date** 05/08/2025

OCF Finance Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Executive Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Board of Directors

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Approved: $ _____

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Date: 05/05/2025

Name of Submitter: Amparo Medina **Title:** Student Activities Specialist

Organization/Department: Office of Student Life

Work Phone: 805-678-5114 **Cell Phone:**

Email: amparo_medina1@vcccd.edu

Names of other involved Organization/Department members:

What the process used to submit this request?
Submitted through OCF Executive Director

Funding Description

Amount Requested: $35,000 **Total Project/Event Cost:** OC - $41,500/ Total $124,250

Describe the Project/Event and share how it is aligned with the OCF mission.

HBCU (Historic all Black Colleges and Universities) University & Cultural Trip
This trip aligns with the mission of the Oxnard College Foundation by directly supporting student development and educational excellence through culturally immersive & academically enriching experiences.
By participating in university tours, engaging with students and university employees including faculty, admissions representatives and counselors, students gain invaluable insights into educational pathways, transfer opportunities and career possibilities. This experience enhances Oxnard College's role as an exemplary multicultural community resource and empowers students to envision broader academic and professional futures.
In supporting this initiative, the Foundation fosters not only student growth and achievement but also the ongoing advancement of Oxnard College as a hub of inclusive, forward-thinking education.

Has the OCF previously funded this Project/Event? If so, when and what amount? No

Provide a Project/Event budget

Estimated Per-Person Cost (Based on 35 Participants)
Single Occupancy: $2,950
Triple Occupancy: $2,250

Airfare approximately $600

Soliciting funds from other sources? ASG

If Yes, how much will you be seeking? 6,500

Which other sources are you seeking? Moorpark College and Ventura College for the remaining Districtwide portions

Date the funds needed? 10/01/2025

FUNDING REQUEST FORM

Whom does the project benefit?

This project will directly support our Black/African American students in creating a sense of belonging, connecting them to HBCUs and the overall transfer process. It will also benefit any other Oxnard College student who may be selected to participate in an experience outside of their known experiences including a historical look at the Civil Rights Movement in the US.

What is the anticipated benefit of the Project/Event?

The project has the following objectives:

1. Understanding how to select a college outside of their known experiences.
2. Gain knowledge on how to navigate and connect with each college visited.
3. Support students in their decision to transfer to a four-year college or university.
4. Students gain increased knowledge of scholarship

How will you acknowledge and promote the Oxnard College Foundation?

The Oxnard College Foundation will be acknowledged in program/fieldtrip marketing.

Please submit a final report 30 days after completion of the project/event.

Required Authorizations and Approvals

Amparo Medina — 05/07/2025

Signature of Submitter — **Date**

Osca Cobian ay 8, 2025 15:00 PDT) — 05/08/2025

Signature of Dean/Supervisor — **Date**

Signature of President — **Date**

OCF Finance Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Executive Committee

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Recommended: $ _____

OCF Board of Directors

Date of Action Item: _____

___ **Approved** ___ **Denied**

Amount Approved: $ _____

ACTION ITEM - FOUNDATION

IV - A

New Financial Policies and Procedures

Hello, Pete.

The Finance Committee recommends the following updates to the Foundation's financial policies and procedures. These updates are effective immediately unless otherwise stated:

1. Contract Approval Process
All contracts entered into by the Oxnard College Foundation (OCF) must be presented to the Finance Committee for review and approval prior to execution. This includes, but is not limited to:
- Personnel agreements
- Contracted services
- Agreements for work performed

2. Check Authorization
All checks in the amount of $1,000 or more must have two signatures:
-One from an approved staff signer on the account
-One from the President of the Board or Finance Committee Chairperson (For when president is out of town or otherwise unavailable)

3. Marketplace Vendor Payment Policy
Effective no later than May 31, 2026, the Foundation will no longer accept cash payments from marketplace vendors. This transition period is intended to give you sufficient time to communicate with vendors and implement a system for accepting non-cash payments. Acceptable payment methods will include:
- Check
- Money order
- Electronic transfer (approved platforms: Zelle, Venmo, PayPal, or ACH)

4. Scholarship Account Setup
By May 30, the Foundation shall establish two separate scholarship accounts with Tom Derse/McMorgan:
- One account for restricted scholarships
- One account for all other (unrestricted) scholarships

5. Dormant Restricted Scholarship Policy
A formal policy shall be created to address restricted scholarship funds that have not been recently used. The procedure shall include:
- Attempted phone contact with the donor
- At least two certified letters sent to the donor
- If no contact is established, funds shall be reviewed by the Finance Committee for potential reallocation, followed by Board approval

6. Account Access Update
Effective immediately, the President of the Board shall be added as an administrator with electronic access to all financial accounts. This includes but is not limited to:
- Montecito Bank
- Community West Bank
- McMorgan

These changes are intended to strengthen transparency, accountability, and efficiency in the financial

operations of the Foundation. Please proceed accordingly.

If you have any questions or require further clarification, please feel free to contact the Finance Committee.

Thank you,

Finance Committee
Oxnard College Foundation

ACTION ITEM - FOUNDATION

IV - B

2025/2026 Annual Budget

FY 2025/2026
Annual Budget Presentation
Finance Committee – 5/19/2025

Presentation Elements

Scholarship Trend	4
Campus Program Support	5
Marketplace Vendor Trend	6
Charitable Donor Trend	7
Website Visitors Trend	8
Investment Performance	9
2025/2026 Proposed Annual Budget	12
Revenue Description	13
Expenses Description	14

Facts
&
Figures

Started

Two years with over 1,000 applications started. 2025/2026 is expected to surpass 1,000.

Completed

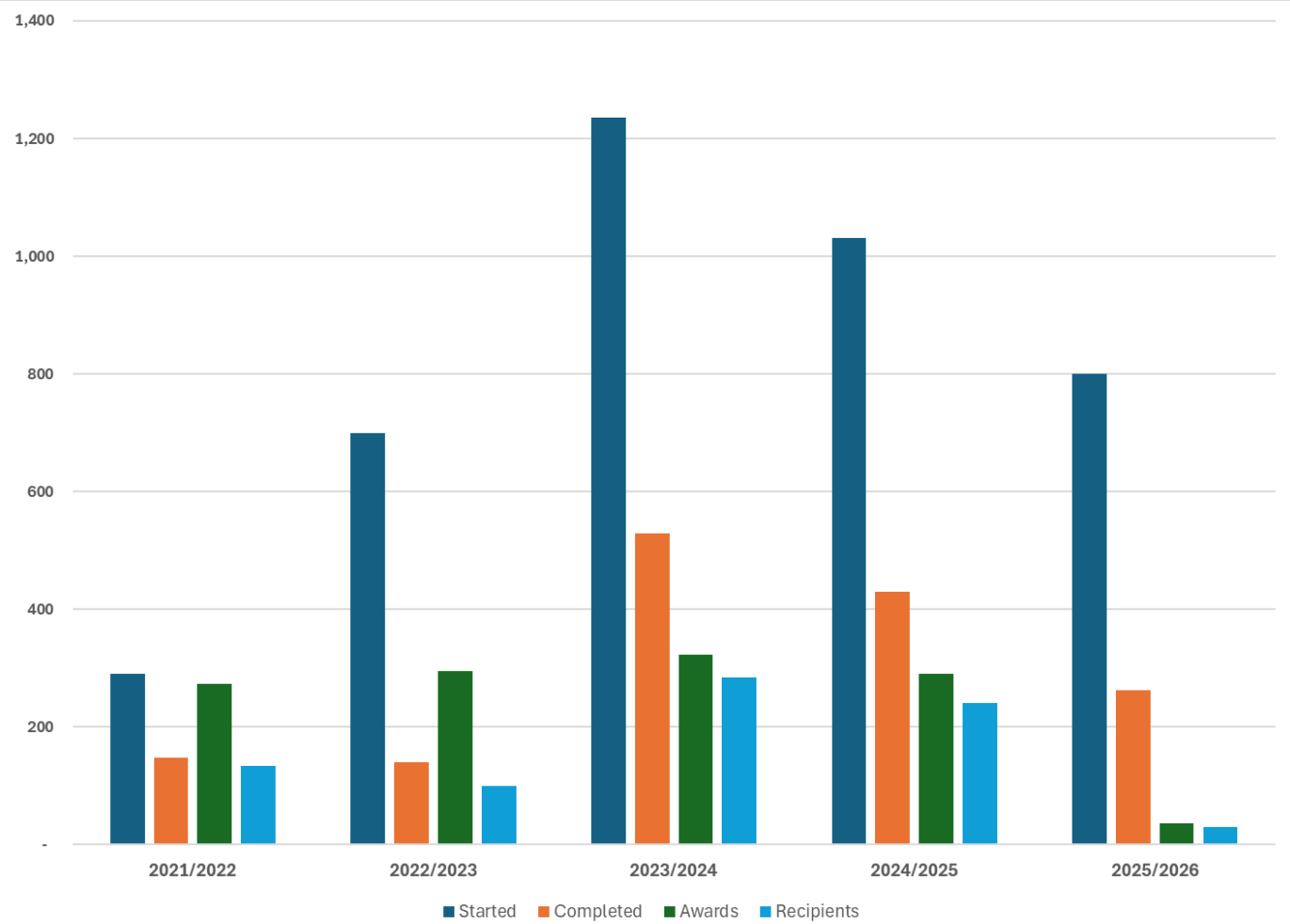
Weekly workshops and regular reminders continue to see high completed numbers. 2025/2026 is no different.

Awards

The number of awards has relatively stayed consistent over the years.

Recipients

Two straight years of over 200 recipients.



Round	Started	Completed	Awards	Recipients
2021/2022	290	147	273	134
2022/2023	700	139	294	100
2023/2024	1,235	528	323	284
2024/2025	1,031	429	290	241
2025/2026	800	262	36	29

2024/2025 stats as of 5/13/2025

CAMPUS PROGRAM SUPPORT

Organization	Project	$ Request	Approval Date	$ Awarded
OC STEM	STEM programming	15,000.00	6/17/2024	15,000.00
Library & Liberal Studies	Art & Design programming	5,000.00	6/17/2024	5,000.00
Library & Liberal Studies	Library conference	5,400.00	6/17/2024	5,400.00
Financial Aid	Promise program	60,000.00	6/17/2024	60,000.00
OC TRIO - Student Support Services *	Student Support Services	19,000.00	6/17/2024	20,500.00
President's Office	Graduation Monitors	18,000.00	6/17/2024	18,000.00
President's Office	Museum celebration	3,000.00	6/17/2024	1,500.00
OC Academic Affairs	Dual Enrollment	13,000.00	9/17/2024	13,000.00
Student Services-University Transfer Center *	Application fee sponsorship	10,000.00	12/16/2024	17,000.00
President's Office	Graduation dinner	4,000.00	3/17/2025	4,000.00
** Approved to rollover*				
	2024/2025 Totals	**$ Requested**		**$ Awarded**
	Totals	152,400.00		159,400.00
	OC Promise	60,000.00		60,000.00
	Non-Promise Total	92,400.00		99,400.00
	Available to award			600.00

MARKETPLACE TREND

10

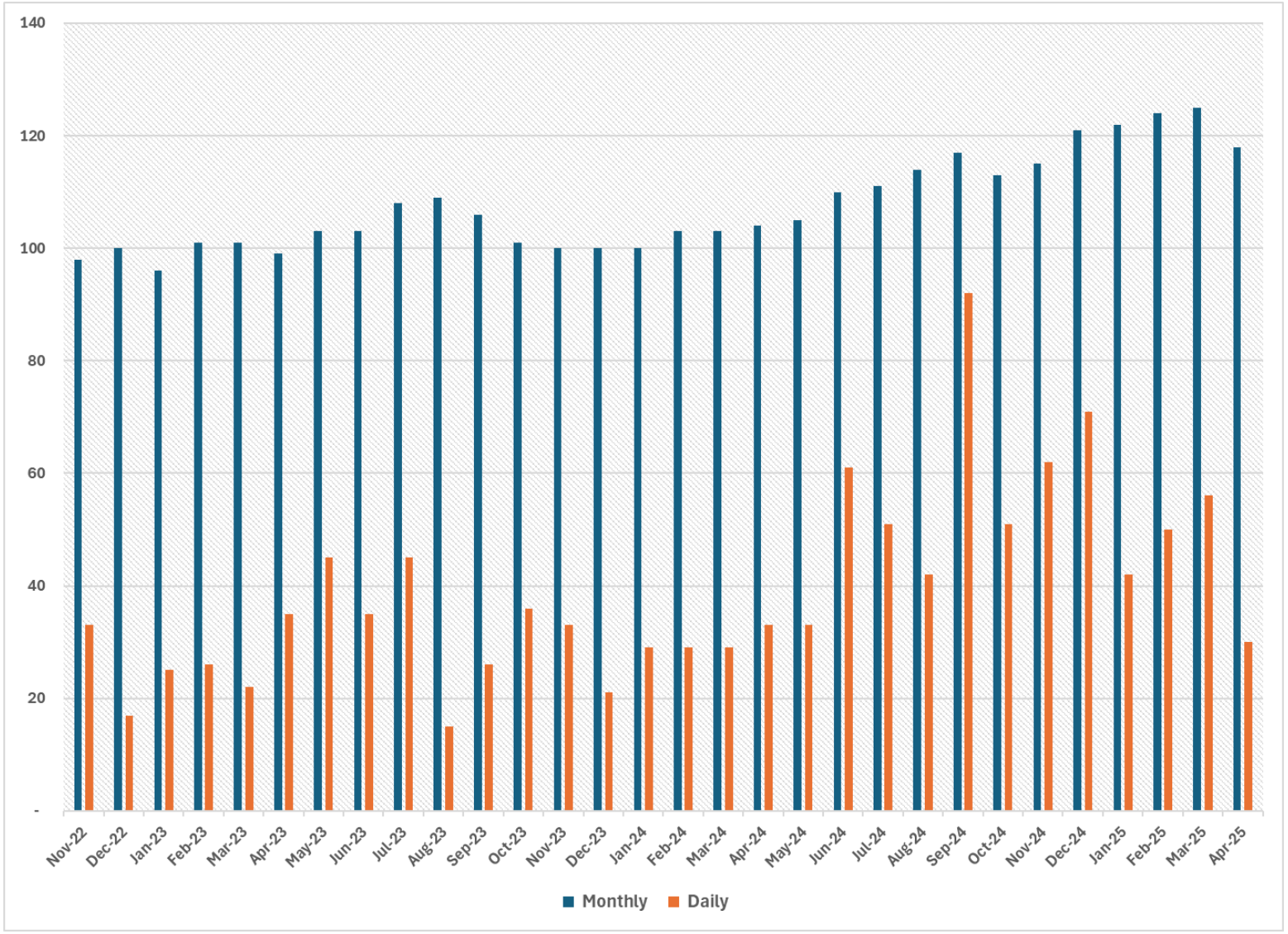
Weekly Vendors each Month

Many converting to Monthly

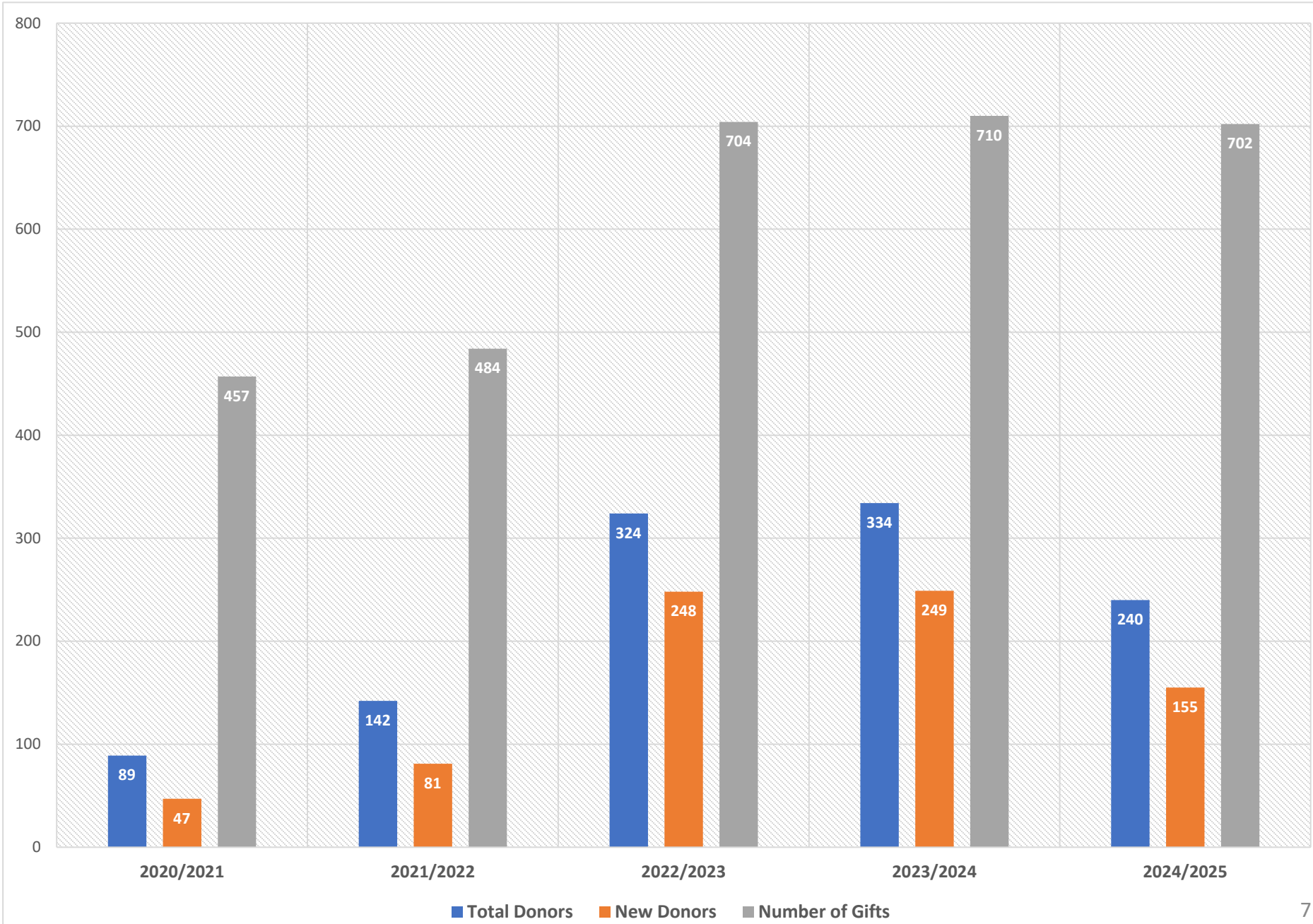
Repetitive Monthly Vendors

May 2024
102

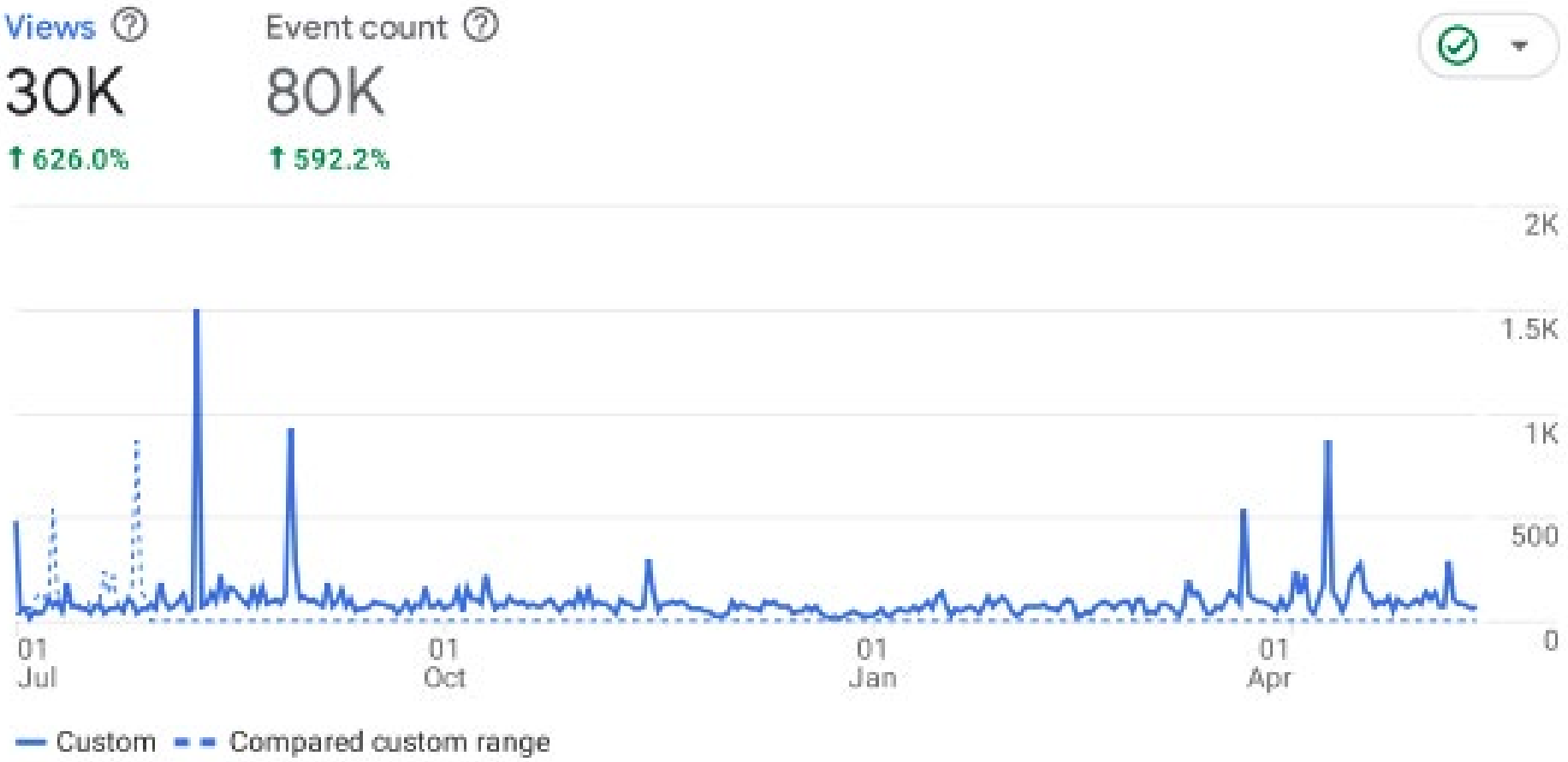
May 2025
120



DONOR TREND


800
700
600
500
400
300
200
100
0
89
47
457
142
81
484
324
248
704
334
249
710
240
155
702
2020/2021
2021/2022
2022/2023
2023/2024
2024/2025
Total Donors
New Donors
Number of Gifts

WEBSITE VISITOR TREND



Top Webpages Viewed

Home	4,273
Scholarships	3,932
Marketplace	3,279
Latino GDP Event	1,532
Alumni Update	1,517

FISCAL YEAR INVESTMENT PERFORMANCE

Title V-Progreso
$450,051

Title III-Acabado
$1,343,727

HSI Title V
$3,173,213

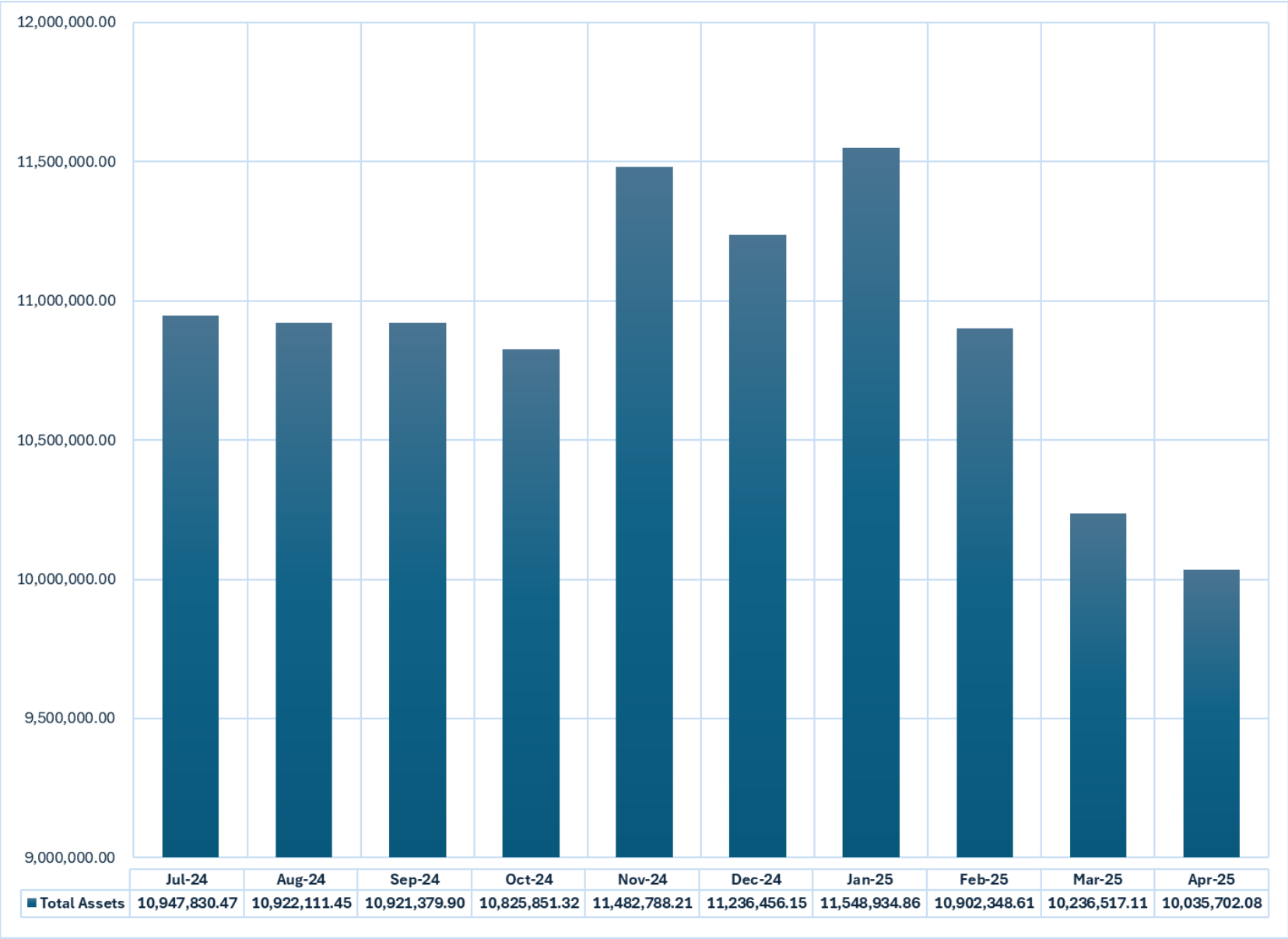
Proyecto Exito
$117,668

Title V
$1,387,572

El Buen Hijo
$748,421

Reserves
$2,815,047

Investment Total
$10,035,702



	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
Total Assets	10,947,830.47	10,922,111.45	10,921,379.90	10,825,851.32	11,482,788.21	11,236,456.15	11,548,934.86	10,902,348.61	10,236,517.11	10,035,702.08

As of April 30. 2025

Proposed 2025/2026 Annual Budget

Revenue

	FY24/25 Budget	FY24/25 Projected	FY25/26 Budget
Gifts, grants, and bequests	445,000	236,530	361,100
Community Market	530,000	597,605	525,000
Total Income	**975,000**	**834,135**	**886,600**

Expenses

	FY24/25 Budget	FY24/25 Projected	FY25/26 Budget
Community Market	90,000	72,242	90,000
Conference/Meetings/Travel/BOD	25,000	1,146	7,500
Insurance, Fees, licenses, and taxes	82,000	36,533	60,000
Special Events, Office, Misc	136,500	126,085	103,500
Oxnard College Educational Programs	100,000	224,410	100,000
Scholarships	200,000	244,507	200,000
Community Outreach	10,000	13,422	15,000
Professional Fees - Audit/Legal/Publishing	30,000	58,476	40,000
Payroll and Related Expenses	297,000	238,855	270,000
Total Expenses	**970,500**	**1,015,676**	**886,000**
Surplus (Loss)	**4,500**	**(181,541)**	**600**

	FY24/25 Budget	FY24/25 Projected	FY25/26 Budget
Gifts, grants, and bequests	445,000	236,530	361,100
Community Market	530,000	597,605	525,000
Total Income	**975,000**	**834,135**	**886,600**

Revenue Highlights

Gifts, Grants, and Bequests
$95,000 in scholarship fund support.
$50,000 through President's Circle (unrestricted) donations.
$50,000 through 50th Anniversary sponsorships.
$50,000 from 50th Anniversary Giving Campaign.
$35,000 through event sponsorship (Dia de los Muertos, Family Festival, economic).
$30,000 in campus program support (e.g. TRIO SSS, Culinary, Basic Needs).
$25,000 in Metallica Scholars fundraising initiative.
$25,000 through Athletics fundraising (crowdfunding, banners, sponsorship, Hall of Fame).

Community Market
Slight decrease due to new Marketplace map.

	FY24/25 Budget	FY24/25 Projected	FY25/26 Budget
Community Market	90,000	72,242	90,000
Conference/Meetings/Travel/BOD	25,000	1,146	7,500
Insurance, Fees, licenses, and taxes	82,000	36,533	60,000
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Scholarships	200,000	244,507	200,000
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Payroll and Related Expenses	297,000	238,855	270,000
Total Expenses	**970,500**	**1,015,676**	**886,000**

Expenses Highlights

Community Market
$90,000 to cover supplies, police, signage, promotions, special events, swap meet database.

Conference/Meetings/Travel/BOD
$5,000 for Board of Directors expenses.

Insurance, Fees, Licenses, and taxes
$25,000 for liability coverage for organization and Marketplace.
$10,000 for expanded donor database.
$10,000 for bank charges, mostly merchant processing

Continued on next page

	FY24/25 Budget	FY24/25 Projected	FY25/26 Budget
Community Market	90,000	72,242	90,000
Conference/Meetings/Travel/BOD	25,000	1,146	7,500
Insurance, Fees, licenses, and taxes	82,000	36,533	60,000
Special Events, Office, Misc	136,500	126,085	103,500
Oxnard College Educational Programs	100,000	224,410	100,000
Scholarships	200,000	244,507	200,000
Community Outreach	10,000	13,422	15,000
Professional Fees - Audit/Legal/Publishing	30,000	58,476	40,000
Payroll and Related Expenses	297,000	238,855	270,000
Total Expenses	**970,500**	**1,015,676**	**886,000**

Expenses Highlights

Special Events, Office, Misc
$30,000 for 50th Anniversary campaign (mailings, events, mural, displays).
$25,000 to support special events (Dia de los Muertos, Family Fest, Transfer Ceremony, fall scholarship ceremony, fall social event, economic event).
$25,000 for Athletic support via event and fundraising initiatives.
$10,000 for Alumni Network (mailings, reunions, swag).
$5,000 for memberships.
$5,000 for supplies

Community Outreach
$15,000 to promote Oxnard College, 50th Anniversary, and key events.

ACTION ITEM - FOUNDATION

IV - C

Quarterly Interim Financial Report

Fund Report

FUND DESCRIPTION	FINANCIAL INSTITUTION	BEGINNING CASH BALANCE	ENDING CASH BALANCE	NET INCREASE (DECREASE)	**AS OF 5/1/2024**
Restricted					
El Buen Hijo					$756,447.46
HSI Title V					$3,207,478.88
Proyecto Exito					$116,767.27
Reserve					$2,840,663.89
Title III -- Acabado					$1,361,328.40
Title V					$1,447,761.86
Title V -- Progresso					$449,824.03
FCCC					
TOTAL RESTRICTED					$10,180,271.79
2024 Balance (4,579,499)					
Unrestricted					
TOTAL UNRESTRICTED					
2024 Balance (6,831,674)					
CHECKING ACCOUNTS					

Cash Disbursements

	CURRENT QUARTER	PRIOR QUARTER
CASH IN		
Bequests		
Gifts		
Grants		
Interest Income and Other		
Marketplace		
Scholarships		
TOTAL CASH IN		
CASH OUT		
Community Market		
Community Outreach/Marketing		
Conference/Meetings/Travel/Board		
Insurance, Fees, Licenses, Taxes		
OC Programs		
Office (Supplies, Leases, etc.)		
Payroll and Benefits		
Professional Fees (Audit, Legal, Publishing)		
Scholarships		
Special Events		
TOTAL CASH OUT		

Register

Item #	Check #	Date	Amount	Payee	Description
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Marketplace

	CURRENT QUARTER	PRIOR QUARTER
MARKETPLACE		
Vendor payments		
Staff expenses		
Supplies		
Other costs		
in-kind expenses		

Scholarships

SCHOLARSHIPS (list all here)	PURPOSE	RESTRICTED/ UNRESTRICTED	CURRENT QUARTER	PRIOR QUARTER

Payroll Benefits

STAFF NAME	TITLE	JOB DESCRIPTION	WAGE	BENEFITS
.				

Information / Discussion

V - A

Statement of Financial Activity

Statement of Activity

Oxnard College Foundation

July 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
4100000 Contribution Gift Grant Rev	0
4160000 All Other CGG	0
4041003 Community Fellowship Leadership Rev	4,592.10
4161000 Unrestricted Income	0
4161100 Campus Programs Income	0
4045001 STEM Department	1,367.65
4130001 Oxnard College Educational Prog	38,481.00
4141001 Athletics Dept	13,920.32
4142001 Special Events - Fam Fest, OCAA HOF, Latino	150.00
4150002 OCF PROMISE Fundraiser	18,000.00
4231001 Phil Greene Mem Student Emergency Fund	1,467.90
4711001 TRIO-SSS, OMEGA income	573.00
4950002 Schlshp Inc-Metallica	50,000.00
Total for 4161100 Campus Programs Income	**$123,959.87**
4161300 General - Unrestricted	$200.00
4090001 General Unrestricted Income	14,273.00
Total for 4161300 General - Unrestricted	**$14,473.00**
Total for 4161000 Unrestricted Income	**$138,432.87**
4161500 Schlshp Inc-TR	0
4027002 Carmen Ramirez Memorial Schollarship	2,231.00
4053002 John F. Elmer Scholarship Grant	1,216.00
4055002 Langelier Family Scholarship	1,525.00
4065002 WestlakeVillageGardenSchol -Inc	4,000.00
4100004 Friends of Santa Clara River	500.00
4160002 Altrusa Scholarship	1,500.00
4170002 Carlos Diaz Memorial Schol	80.00
4192002 OC Performing Arts Scholarship	1,000.00
4209002 Dreamer Scholarship	2,120.00
4220002 Dr Klein Mem Teachers Grant	562.50
4230002 League of Women Voters Income	2,500.00
4242002 Barbara Fontes Schol Grant	90.00
4257002 Bernard Osher Foundation Scho-l	27,550.00
4320002 Santa To The Sea Schol Grant	16,385.71
4330002 S.A.M.E. Scholarship Income	1,000.00
4413002 OC Fire Academy PT Income	800.00
4500002 Cabrera & Cabrera-Urango Sch	257.50
4510002 Cabral Business Scholarship	450.00

Statement of Activity

Oxnard College Foundation

July 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
4530002 Automotive Tech Club Sch Income	450.00
4553002 VC Bomberos Scholarship	2,500.00
4560002 Math department Income	70.00
4720002 Oxnard College Student Sch.	3,235.00
4754002 Ronald Newburg Scholarship	5,000.00
4780002 GOOD Sch Grant	2,428.75
Total for 4161500 Schlshp Inc-TR	**$77,451.46**
Total for 4160000 All Other CGG	**$220,476.43**
Total for 4100000 Contribution Gift Grant Rev	**$220,476.43**
4310000 Investment Rev	0
4310100 Investment Income-TR	1,546.60
4311000 Interest Rev	0
4311101 Interest Income	571.89
Total for 4311000 Interest Rev	**$571.89**
4315000 Dividend Rev	0
4316000 Invest Account Dividends-UR	0
4316001 OCF Reserve Dividend Rev	20,763.00
Total for 4316000 Invest Account Dividends-UR	**$20,763.00**
4318000 Invest Account Dividends-TR	0
4318001 Title III Acabado Dividend Rev	9,775.06
4318002 Title V El Buen Hijo Dividend Rev	5,579.68
4318003 Ttile V HSI Invt Acct Dividend Rev	23,011.88
4318005 Proyecto Exito Dividend Rev	270.86
4318006 Title V Endowment Dividend Rev	6,693.57
4318007 Title V Progresso Dividend Rev	3,468.54
Total for 4318000 Invest Account Dividends-TR	**$48,799.59**
Total for 4315000 Dividend Rev	**$69,562.59**
Total for 4310000 Investment Rev	**$71,681.08**
4340000 Rent Rev	0
4341000 Real Property Rent Rev	0
4341100 Real Property Rent Sales	0
4680001 Community Market Income	492,685.00
Total for 4341100 Real Property Rent Sales	**$492,685.00**
4341200 Real Property Rent Costs	-59,185.10
Total for 4341000 Real Property Rent Rev	**$433,499.90**
Total for 4340000 Rent Rev	**$433,499.90**

Statement of Activity

Oxnard College Foundation

July 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
4350000 Noninventory Sale Rev	0
4351000 Securities Sale Rev	0
4351100 Securities Sale Gross Rev	0
4351110 Realized Gains/Losses-UR	0
4351201 OCF Reserve Inv Realized G/L	178,425.58
Total for 4351110 Realized Gains/Losses-UR	**$178,425.58**
4351160 Realized Gains/Losses-TR	0
4318008 Title V HSI Realized G/L	210,194.53
4351161 Title V El Buen Hijo Realized G/L Rev	86,200.25
4351162 Title III Acabado Realized G/L Rev	79,793.59
4351164 Title V Endowment Realized G/L	95,299.23
4351165 Title V Progresso Realized G/L	46,616.82
Total for 4351160 Realized Gains/Losses-TR	**$518,104.42**
Total for 4351100 Securities Sale Gross Rev	**$696,530.00**
Total for 4351000 Securities Sale Rev	**$696,530.00**
Total for 4350000 Noninventory Sale Rev	**$696,530.00**
Total for Income	**$1,422,187.41**
Cost of Goods Sold	
Gross Profit	**$1,422,187.41**
Expenses	
6020002 Domestic Individs Grants Exp PR	0
5022002 Kyle Jaeger Scholarship Exp	1,500.00
5027002 Carmen Ramirez Mem Sch Exp	1,000.00
5052002 Emmie Brownlee Grant	1,000.00
5053002 John F Elmer Sch/Grant	1,000.00
5066002 WestlakeVillageGardenSchol -Exp	1,000.00
5111002 John K. Flynn Schol - Expense	1,000.00
5120002 ASG Sch Grant	2,000.00
5160002 Altrusa Scholarship Expense	2,000.00
5221002 Dr Klein Mem Teachers Grant	500.00
5230002 League of Women Voters Expense	6,000.00
5240002 Board of Directors Schl Grant	11,452.34
5251002 D.R.E.A.M. Club Schl Grant	1,750.00
5257002 Bernard Osher Found Schol-Exp	9,250.00
5260002 Van De Genachte Schl Grant	8,000.00
5330002 Santa To The Sea Schol Grant	14,555.00
5340002 S.A.M.E. Scholarship Expense	500.00
5350002 Bonker Babes Schol - Exp	2,000.00
5381002 England Family Sch Exp	4,000.00

Statement of Activity

Oxnard College Foundation

July 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
5410002 Academic Senate Schol Grant	1,000.00
5441002 Classified Senate Schol Grant	1,000.00
5500002 Cabrera/Cabrera-Urango Sch Exp	500.00
5530002 Automotive Tech Club Sch Exp	1,000.00
5540002 CA Strawberry Festival Sch Exp	1,000.00
5550002 Math Department Expense	397.29
5552002 Las Madrinas Rebozo Expense	2,000.00
5553002 VC Bomberos Sch Exp	2,500.00
5555002 Edison STEM scholarship	38,000.00
5556002 Edison-Fire Academy Sch Exp	9,000.00
5585002 Geo Lauterbach Mem Sch Exp	3,000.00
5703002 John & Lillian Sedlak Schol Exp	1,000.00
5755002 Ox Gem & Mineral Soc Sch Exp	1,000.00
5770002 GOOD Schl Grant	3,500.00
5785002 Robert & Hope Holcomb Sch Grant	500.00
5787002 Wm & Debra Gohlke Atheletic-Exp	2,000.00
5830002 Oxnard College Student Sch. Exp	5,500.00
5871002 Vallarta Schl Grant	2,500.00
5941002 Voyager Schl Grant	13,000.00
5950003 Schlshp Exp-Metallica	50,000.00
5980002 ElBuenHijo/TitleVtSch Exp	3,000.00
5999103 Zrehigian Memorial Scholarship Exp	500.00
Total for 6020002 Domestic Individs Grants Exp PR	**$210,404.63**
6050000 Compensation ODTKE Exp	0
6050002 Compensation ODTKE Exp Benefits	8,813.34
Total for 6050000 Compensation ODTKE Exp	**$8,813.34**
6070000 Other Salaries & Wages Exp	$81,563.09
6070001 Wages Comm Mrkt Exp	23,632.71
6070002 Salaries and Wages	40,553.53
Total for 6070000 Other Salaries & Wages Exp	**$145,749.33**
6080000 Retirement Exp	4,982.03
6090000 Other Employee Benefit Exp	0
6090001 Workers Comp Exp	381.50
6090009 Health Insurance Benefit Exp	3,699.48
Total for 6090000 Other Employee Benefit Exp	**$4,080.98**
6100000 Payroll Tax Exp	$2,726.95
6100001 Payroll Tax Comm Mkt Exp	3,452.69
6100002 Payroll Tax Expense	22,637.44
Total for 6100000 Payroll Tax Exp	**$28,817.08**

Statement of Activity

Oxnard College Foundation

July 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
6110000 Fees for Service Exp	0
6113000 Accounting Service Exp	26,995.75
6116000 Investment Management Service Exp	0
6116001 OCF Reserve Investment Exp UR	6,542.41
6116002 Title V El Buen Hijo Investment Exp TR	2,742.59
6116003 Title V HSI Investment Expense TR	11,603.47
6116004 Title V Investment Expense TR	3,352.23
6116005 Title III Acabado Investment Exp TR	4,933.01
6116006 Title V Progresso Investment Exp TR	1,043.50
6116007 Proyecto Exito Investment Exp TR	421.28
Total for 6116000 Investment Management Service Exp	**$30,638.49**
6117000 Other Service Exp	0
6117001 Payroll Processing Fees	709.50
6117002 Professional Service Exp	16,297.02
Total for 6117000 Other Service Exp	**$17,006.52**
Total for 6110000 Fees for Service Exp	**$74,640.76**
6120000 Advertising & Promotion Exp	185.00
6140000 Information Technology Exp	2,100.00
6170000 Travel Exp	20.00
6230000 Insurance Exp	12,588.07
6240000 Miscellaneous Exp	0
6240002 Fees, licenses, and Taxes	17,416.27
6240005 Membership	1,540.00
6240007 Postage	389.00
6240009 Oxnard College Name Tags Exp	180.26
6240011 Bank Charges	6,094.70
6240013 Board of Directors Expense	1,145.73
6240015 Supplies	18,382.32
6240016 OC 50th Anniv exp	8,449.36
6240018 OC STEM Exp	8,043.92
6240019 Oxnard College Educ.Prog-Expens	65,846.26
6240021 Special Events Exp	64,043.42
6240022 Athletics Dept Exp	705.00
6240023 OCF PROMISE Tuition Expense	119,968.00
6240034 BOD Approved Campus Support	858.66
6240036 Geo Bowl expense	1,169.52
6240037 Annual Campaign Exp	247.72
6240038 Awards and Events Expense	540.73
6240039 TRIO-SSS, OMEGA support	431.06

Statement of Activity

Oxnard College Foundation

July 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
6240041 Community Outreach	13,422.29
Total for 6240000 Miscellaneous Exp	**$328,874.22**
Total for Expenses	**$821,255.44**
Net Operating Income	**$600,931.97**
Other Income	
7050000 Unrealized Gain (CR)/Loss (DR)	-$1,546.60
7050001 OCF Reserve Unrealized Gain (CR)/Loss (DR) UR	-140,068.44
7050002 Title V El Buen Hijo Unrealized Gain (CR)/Loss (DR) TR	-75,484.24
7050003 Title V Invest Unrealized Gain (CR)/Loss (DR) TR	-62,156.55
7050004 Title V HSI Unrealized Gain (CR)/Loss (DR) TR	-165,055.89
7050005 Title III Acaba Unrealized Gain (CR)/Loss (DR) TR	-64,525.86
7050006 Title V Progresso Unrealized Gain (CR)/Loss (DR) TR	-39,679.05
7050007 Proyecto Exito Unrealized Gain (CR)/Loss (DR) TR	2,130.95
Total for 7050000 Unrealized Gain (CR)/Loss (DR)	**-$546,385.68**
7080001 Prior Period Adj Gain (CR)/Loss (DR)	3,755,951.13
Total for Other Income	**$3,209,565.45**
Other Expenses	
9999991 Ask About	-3,581.80
Total for Other Expenses	**-$3,581.80**
Net Other Income	**$3,213,147.25**
Net Income	**$3,814,079.22**

Information / Discussion

V - B

Executive Director Report

OXNARD COLLEGE FOUNDATION

Executive Director Report on Finances
May 19, 2024 Finance/Budget Committee Meeting

Bank Account Balances

The following are as of 5/14/2025.

General Checking (Montecito)	$271,235.62
Scholarship (Community West)	$37,816.04

Investment Update

There are seven funds being managed by McMorgan and Company, held at Fidelity. Below are comparisons to the March meeting report and one year ago.

Accounts	April 2024	January 2025	April 2025
Investment Total	$ 9,828,455.23	$ 10,825,851.32	$ 11,548,934.86
Title V-Progresso	449,824.03	514,630.83	450,051.69
Title III-Acabado	1,361,328.40	1,549,693.86	1,343,727.01
HSI Title V	3,207,478.88	3,658,909.50	3,173,213.81
El Buen Hijo	756,447.46	859,572.87	748,421.74
Title V	1,447,761.86	1,596,625.62	1,387,572.00
Proyecto Exito	116,767.27	130,908.58	117,668.67
Reserves	2,840,663.89	3,238,593.60	2,815,047.16
Investment Total	**10,180,271.79**	**11,548,934.86**	**10,035,702.08**

Reserves Account - Endowments

The following permanently restricted endowment funds are managed in the Reserves account. The amounts shown are as reported on March 31, 2025.

Fund	Fund Balance
Carnegie Art Cornerstones	62,265.00
Sedlak	33,827.00
Sarafian	4,402.00
Yunker	62,208.00
American Legion	11,971.00
Kenward	30,910.00
Ledesma	4,729.00
Gohlke	22,830.00
Brownlee	53,100.00
Total	286,242.00

OXNARD COLLEGE FOUNDATION

Fund Development

Current Activity

The following initiatives are active this fiscal year.

1. Athletic Teams Drive – the fundraising campaign raised $10,110. The campaign is still open, but has not received a donation since January. The drive fell well short of expectations which we're addressing. We plan to use the same crowdfunding platform as the past three years, but will remove the focus on student-athlete fundraising and place greater emphasis on coaches, Athletic staff, and Foundation staff. We will also incorporate sponsorship and banner sales into the Drive.
2. President's Circle – represents unrestricted contributions of more than $1,000. As the campaign enters its final month, it appears that only five donors will fit this category. Total giving is $9,500. The President's Circle should be a primary focus.
3. Employee Giving – there are currently 36 OC/OCF employee contributors, generating $12,623.65. It's still on pace to exceed $15,000 in support, but already broke last year's $11,997 all-time record.
4. Board Giving – there are currently 11 board members who've made contributions during this fiscal year, contributing $11,358.70. Last year's board contributed $9,547 from 11 donations.
5. Athletic Hall of Fame event – the fourth annual event is estimated to net $950. We will build ways to increase both the attendance and surplus next year.
6. Scholarship funds – We're finishing a thorough review of all active, inactive, and on hold scholarship funds. The purpose is to identify actual fund amounts, revise criteria (if necessary), and work with donors on strategic next steps…including giving.

Giving Summary

Below is a comprehensive giving summary of the most recent 12 months, as compared to the previous 12 and 24 months.

	Current Year	Prior Year	Two Years Ago
Active Donors			
Number of Active Donors	240	340	328
Total Revenue	$247,468.33	$152,493.97	$105,131.23
Number of Gifts	702	731	705
Gifts Per Donor	2.93	2.15	2.15
Number of 2+ givers for year	56	63	58
Retained Donors			
Number of Retained Donors	73	72	56
Donor Retention Rate	21.47%	21.95%	41.18%
Retained Donor Revenue	$174,835.88	$47,748.36	$50,661.54
New Donors			
Number of New Donors	155	250	250
New Donor Revenue	$68,020.95	$46,328.86	$48,756.20
Number of New Donor Gifts	202	296	280

OXNARD COLLEGE FOUNDATION

Community Marketplace

The Marketplace continues to grow. Below are 12-month figures.

Month	Daily	Monthly	Rental Income
May (4 weeks)	33	105	44,015
June (5 weeks)	61	110	48,580
July (4 weeks)	51	111	47,870
August (3 weeks)	42	114	43,190
September (5 weeks)	92	117	60,275
October (3 weeks)	51	113	35,640
November (4 weeks)	60	115	46,480
December (5 weeks)	81	121	59,495
January (3 weeks)	42	123	44,520
February (4 weeks)	50	124	40,685
March (5 weeks)	56	125	53,985
April (3 weeks)	30	118	38,641
Totals (48 weeks)	**641**	**1,395**	**$562,476**

Scholarships

Below are allocation figures for the most recent fiscal years.

Final 2023/2024 Scholarship Grants

Category	Awarded	Amount
Continuing	156	132,250
Entering	29	17,500
Transfer	65	46,600
Fire Academy	28	30,000
Middle College	45	22,500
Total	**323**	**$248,850**

Current 2024/2025 Scholarship Grants *

Category	Awarded	Amount
Continuing	147	115,600
Entering	16	9,000
Transfer	67	52,000
Metallica	60	50,000
Fire Academy	22	24,500
Middle College *	48	24,000
Total	**360**	**$275,100**

* *Middle College awards night is May 16th*

OXNARD COLLEGE FOUNDATION

Scholarships Roster

Below is a list of scholarship funds, their estimated fund balances, scholarship award categories, and statuses. The review of each scholarship fund is not complete. Please note that the 1:1 match is included for any donations received during the 2024/2025 fiscal year.

Name of Scholarship	Balance/Available	Category	Status
Academic Senate	(1,000.00)	Continuing	Active
ALTRUSA	11,120.24	Continuing	Active
Anima Mukherji	600.00	Continuing	Uncertain
ASG	(6,076.80)	Transfer	Uncertain
Auto Tech Club	2,400.00	Continuing	Active
Barbara Fontes	8,840.00	Continuing	Active
BASC	740.32	Continuing	Active
Ben Secor Auto	10,041.00	Entering	Active
Bonker Babes	338.01	Continuing	Hold
CA Wellness	-		Inactive
Cabral Business	14,100.00		Inactive
Cabrera & Cabrera-Urango	4,890.00	Entering	Active
Carlos Diaz	1,785.68		Active
Carmen Ramirez	5,400.00	Continuing	Active
Carnegie Art Cornerstones	Endowment -	Transfer	Active
Classified Senate	(1,500.00)	Continuing	Hold
Cool Carriers	19,072.25	Continuing	Active
CRM-Culinary Rest Mgmt	8,199.90	all three	Active
Denham Curtis	12,015.53	Dental Hygiene	Active
Don Zrehigian	750.00	Continuing	Active
Dr. Maria T Klein Teacher Pathway	2,000.00	Transfer	Active
Dreamers	18,064.18	Transfer	Active
EAC/Orange	(1,000.00)	Transfer	Inactive
Edison Fire	9,000.00	Fire Academy	Active
Edison STEM	(2,916.86)	Transfer	Hold
El Buen Hijo	Endowment	Transfer	Active
El Buen Hijo-TRIO	-		Inactive
Emmie Brownlee	Endowment -	Transfer	Active
England Family	25,682.38	Continuing	Active
Friends of Santa Clara River	1,000.00	Continuing	Active
George Lauterbach	7,907.01	Continuing	Active
Gilbert & Vera Ramirez	(1,000.00)	Transfer	Active
GMR Global Medical	8,500.00	Fire Academy	Active
GOOD Club	3,504.53	Transfer	Active
Holcomb	468.65	Continuing	Active
John & Lilian Sedlak	Endowment	Transfer	Active
John F. Elmer	6,100.00	Continuing	Active
John Flynn Memorial	40,756.00	Entering	Active
John Houdeshell			Inactive
Kyle Jaeger	(1,750.00)	Fire Academy	Hold

OXNARD COLLEGE FOUNDATION

Luke Langelier Memorial	9,595.00	Transfer	Active
Las Madrinas Rebozo	4,411.14	Continuing	Active
League of Women Voters	12,627.93	Transfer	Active
Ledesma	Endowment		Inactive
Los Arboles			Inactive
Macy Boser	10,750.00	Transfer	Active
Manny Lopez	900.00		Inactive
Metallica Scholars	25,000.00	Metallica	Active
OC Arts Scholarship	1,000.00	Continuing	Active
OC Fire Acad-PT	9,368.56	Fire Academy	Active
OC Student Scholarship	125,341.08		Active
OCF Board of Directors	(37,665.55)		Hold
Osher	Under Review	Continuing	Active
Oxnard Gem and Mineral	2,274.52	Transfer	Active
Oxnard Monday Club	(335.75)		Hold
Phi Theta Kappa			Inactive
Priscilla de Garcia	3,300.00	Returning	Active
Radio Lazer	1,647.64	?	Active
Rafael Guerrero	1,250.00	Entering, Continuing	Active
Rhodes Fest	17,924.00	?	Inactive
Rodriguez Hurtado	600.00	Transfer	Active
Romain van de Genachte	112,312.80	Continuing	Active
Ronald Newburg	85,000.00	Entering	Active
SAME	3,404.11	Continuing	Active
Santa to the Sea	40,400.01	Transfer	Active
School of STEM Scholarship	10,000.00	Continuing	Active
Sefarian	Endowment		Inactive
Strawberry Fest	655.71	Continuing	Active
Tull Family	2,357.54		Inactive
Vallarta/Gonzales	1,898.51	Continuing	Active
VC Bomberos	5,000.00	Fire Academy	Active
VC Corvette Club	(1,204.78)		Inactive
Voyager Clean Power	1,333.33	Continuing	Active
Westlake Village Garden Club	8,000.00	Transfer	Active
William/Debra Gohlke	Endowment	Transfer	Active

Scholarship Figures

Amount awarded to date from 2024/2025 donations	$68,952
Amount awarded to date from previous donations	$152,555
Match amount on 2024/2025 scholarship donations to date	$107,050

OXNARD COLLEGE FOUNDATION

Account Review & Actions

Montecio Bank & Trust-General Checking (5.14.2025)	$271,235.62
Community West Bank-Scholarship (5.14.2025)	$37,816.04
Fidelity-Reserves Account (4.30.2025)	$2,815,047.16

Permanently Restricted funds in Reserves (3.31.2025)	$286,242

Note: The figure was provided by Fidelity.

Temporarily Restricted Scholarship Fund pool	$700,000

Notes:

- The amount is an estimate, as we continue to evaluate each scholarship fund.
- These funds are not held in a stand-alone account. A portion of the funds can be found in our cash accounts.

Recent Actions

1. The full board voted to create a new scholarship endowment and move $2,000,000 from Reserves to the new account.
2. Received a request to move Permanently Restricted funds to the new scholarship endowment.

Based on the recent actions, the accounts will appear as follows.

Montecito Bank & Trust-General Checking (5.14.2025)	$271,235.62
Community West Bank-Scholarship (5.14.2025)	$37,816.04
Fidelity-New Scholarship Endowment	$2,286,242.00
Fidelity-Reserves Account	$528,805.16