

WESTCHESTER COMMUNITY COLLEGE FOUNDATION

AGENDA

Executive Committee Meeting

February 20, 2025, 9-10:45 am

Via Zoom

- Welcome and President/Chair Report (10 minutes) C. Spring/S. Wollin
- Action Items (5 minutes)
 - Minutes of 12/19/24 Executive Committee Meeting
- Committee Reports and Updates (30 minutes)
 - Standing Committees:
 - Audit Committee Report M. McCrosson
 - Finance Committee Report
 - Governance and By-Laws Committee
 - Investment Committee Report R. McNamara
 - Nominating Committee A. Janiak/L. Moser
 - Personnel Committee
 - Scholarship Committee
 - Special Events Committee S. Yubas/C. Brennan
 - Ad Hoc Committees
 - Outreach Committee
 - Public Relations Committee
 - Real Estate Committee J. Landau
 - Strategic Planning Committee
- Executive Director's Report (10 minutes) D. Swirin-Yao
 - Feasibility Study/Plan A Advisors
 - Public Relations: Good Rebellion
 - President's Council
 - Career Leadership Collective
 - WCC and WCCF Quarterly Board Leadership Meeting
 - Enrollment, scholarship administration and Title IX complaint
 - Gala 2023 Final Accounting
 - Gala 2025 Donor Advised Funds
 - New board portal password: WCCFBoard2025
- Information Items/Discussion (10 minutes)
- Wrap-Up Items (10 minutes)
- Executive Session as Needed (15 minutes)

Materials:

Minutes of December 19, 2024, Executive Committee Meeting

Upcoming Events

- President's Council Update by Dr. Miles, Wednesday, February 26, 11am-noon, over Zoom
- Native Plant Center (NPC) Spring Landscape Conference Monday, March 17, 9 am-12:30 pm, Davis Auditorium
- **Gala Kick-off Wine and Cheese Reception**, Wednesday, March 19, 5:30-7:00, Art Gallery, Hankin Academic Arts Building
- **Informal Board Luncheon in Culinary Café**, Thursday, April 10, 12-1:00 pm, David Swope Student Center
- Alumni Spring Fling, Thursday, April 10th, 6:00-9:00 PM, location being finalized
- **WCC Foundation Board of Directors Meeting**, Thursday, April 17, Foundation Board Room, Drimmer Library Second Floor and hybrid on Zoom, 9-10:45 am
- Dedication in honor of Shirley Phillips, founding Executive Director of WCC Foundation, Thursday, April 17, Gateway Building, 11:00 am
- NPC Native Plant Sale, Saturday, April 26, open to the public 10 am – 1 pm (members enter at 9 am), Field across from Visitors Parking Lot #1
- **Second Annual *Transforming Futures Together* Gala**, Wednesday, April 30, Tappan Hill, Tarrytown, 6:30-9:00 pm
- 50th Anniversary/Golden Alumni Luncheon, Thursday, May 15, 11:30 am – 1:30 pm David Swope Student Center Events Room
- President's Volunteer Luncheon, Thursday, June 5, noon, David Swope Student Center Events Room

(Bold items are primarily for board members; board members are welcome at all.)

WESTCHESTER COMMUNITY COLLEGE FOUNDATION
Executive Committee Meeting (Zoom)
Draft Minutes

Meeting Date: December 19, 2024, 9:00-10:30 am

Members Present: Meryl Allison, Rob Cordero, Lisa Denig, Jennifer Gruenberg, Joanne Landau, Tom Lee, George P. Lindsay, Wendy Nadel, Cornelia Spring, Susan Elion Wollin, and Susan Yubas

Members Excused: Betty Cotton, Elyse Klayman, Matthew McCrosson, Dr. Belinda Miles, John Priesing, Cecile Singer, Ruth Suzman, Lucille Werlinich.

Staff Present: Carrie Colon-Lopez, Jeff Goldberg, Ilene Lieberman, Kathleen Ryan, Michelle Schleibaum, Dolores Swirin-Yao

TOPIC	DISCUSSION/REPORT	ACTION	PRESENTERS
Welcome	Ms. Cornelia Spring called the meeting to order at 9:02 am. Ms. Spring announced that the new Nominating Committee chairs are Linda Moser and Anne Janiak.		Cornelia Spring
Minutes of the October 24, 2024 Executive Committee Meeting	A motion was made to approve the minutes for the October 24, 2024 Executive Committee Meeting.	<i>Moved Seconded Approved</i>	Susan Elion Wollin George Lindsay Unanimously
Real Estate Committee Report	Ms. Landau provided an update regarding the property at Tappan Hill. The Foundation had undertaken a study with the firm OLA who performed an overview of all the HVAC systems currently in use at Tappan Hill. In getting that report, it became made clear that there could be other options including ones which are more environmentally friendly for replacement of the systems. Using a consultant recommended by Joe Carlucci, the Foundation received names of other larger, specialized firms who are accustomed to doing this kind of work and have experience with big projects for museums and the likes of Mercy College. Ms. Landau and Mr. Goldberg interviewed the firms and felt confident about CNS, a very large regional firm (the other firm that was considered was national). CNS will be able to meet WCCF's needs a little better and they also have a specialist that deals with NY State's energy role. The process requires that NYS work with the provider, which in this case is Con Ed. If the study which NYS does shows that the property can use an environmentally friendly HVAC system, they will make a recommendation to Con		Joanne Landau

	Ed that will result in a rebate of \$25-50k towards the cost of the repair. An initial application was submitted to NYSERDA, and we expect that it will be approved. Ms. Landau concluded her report by thanking Mr. Goldberg for his time-consuming work of reviewing the contracts and Mr. Cordero for participating in the Real Estate Committee. Ms. Gruenberg inquired about any other renovations planned at Tappan Hill.. Ms. Landau will ask Mr. Vega, Tappan Hill's Facility Manager, what their renovation plans are and report back to the Executive Committee.		
Scholarship Committee Report	Ms. Denig announced the Scholarship Committee met to review the scholarship policies and procedures and is in the process of revising them. Ms. Denig and Ms. Lieberman have incorporated edits based on the committee's feedback and have submitted a draft for the Scholarship Committee's review and approval before presenting it to the Executive Committee. Ms. Denig expressed her appreciation for the thoughtful, insightful, and detailed oriented work by the committee.		Lisa Denig
Executive Director's Report	Ms. Swirin-Yao gave her Executive Director's Report as follows: The new by-laws passed in September 2024 allow more flexibility in the calendar of board and executive committee meetings. The schedule, which will be distributed this week, will consolidate some of the winter executive committee meetings and will include an August virtual executive committee meeting rather than having executive committee and board meetings scheduled closely together in September. A board luncheon will be scheduled at the Culinary Café on campus during the spring 2025 semester. College enrollment continues to be strong, with encouraging retention rates for the spring semester, which follows four consecutive semesters of growth. The Hartford Hall Society, chaired by Joanne Landau, held a well-received annual tea on December 4 which included a college update by Dr. Miles and a student presentation by Josiah Farrell. Reporting for the Investment Committee, the endowment portfolio of \$44.8 million is up 13.36% year to date as of 11/30 compared to a benchmark of 15.25%. The somewhat lower performance is largely because of lower private equity investment returns. The		Joanne Landau

	supplemental fund of \$7.3 million had a year-to-date return of 16.2% compared to a benchmark of 14.0%. Bonds and enhanced cash are at \$16.9 million. The full investment portfolio totals \$69.0 million. The committee continues to keep a close watch on the investments, particularly the private equity portion of the portfolio. The work with Plan A Advisors on the feasibility study for the next campaign was the focus of the remainder of the Executive Director's report. The feasibility study process is proceeding according to schedule with a half-dozen interviews completed and more scheduled for January. As we are seeking input from a broad range of demographics, Board members were asked for suggestions of donors in their 50s and 60s who might be invited to participate. A next meeting of the Steering Committee will be held early next year at about the halfway point in the 35 planned interviews. Through benchmarking with similar organizations and learning about the Foundation's historical and current staffing structure, Plan A is evaluating and advising on the staffing structure needed to implement a campaign and to keep the Foundation's fundraising capacity strong in subsequent years. Some of the initial observations include a smaller number of gift officers than would be expected relative to the number of donors and a lack of junior gift officers for succession planning; the opportunities to build greater mentoring and internship relationships with the business community with dedicated staffing; the need to review the staffing structure in finance in light of its responsibility for County Homes, investments, disbursements and the HR/payroll function; the time that fundraising staff spends on activities such as stewardship and database management that prevents them from focusing on fundraising; and generally the need to introduce a more logical reporting structure. A temporary campaign coordinator who will handle the logistics of the campaign will be needed for the duration of the campaign. A staffing recommendation is expected from Plan A that would be phased in over the next two or three years, much of which will be funded through the campaign. The need to continue each position, funded by additional revenue produced, will be evaluated after the campaign. As we prepare to launch the campaign, it will be important to know the College's plan for the growth of the career program, based on the analysis produced by the consulting firm Career Leadership Collective (CLC)		
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	funded by the Foundation. CLC will be brought back to facilitate a planning session early next year. A longtime anonymous donor has made an extraordinary \$1.5 million gift toward endowing the college's Honors College. Board members were asked to hold April 30 on their calendars for the Transforming Futures Together Gala at Tappan Hill.		
	Having declined an executive session, a motion was made to adjourn the meeting at 9:35am.	<i>Moved</i> <i>Seconded</i> <i>Accepted</i>	Susan Elion Wollin Meryl Allison Unanimously

2025 SPRING LANDSCAPE CONFERENCE MONDAY, MARCH 17, 8:30 AM–1 PM Gateway Center

People – Plants – Place



Blending Ecology, Beauty, and Spirit

Land stewards of today are recognizing the value of traditional cultural practices to manage gardens and landscapes that are resilient and beneficial to wildlife and people. These methods, along with native plants, sustain life and enhance physical and spiritual health. Discover how professionals and home gardeners alike are designing spaces that restore ecology, community, and balance while also rejuvenating the soul.

8:30–9AM: Registration/Continental breakfast

9–9:15AM: Welcome

**9:15–10AM: Jared Rosenbaum
Wild Plant Culture: Restoring
Our Relationship with Nature**



Native edible and medicinal plant species can be integrated into gardens and ecological restoration projects to create habitats that include people as integral members of local ecosystems. Learn how

the approaches to stewarding environments such as riparian corridors and glades can translate to yards, parks, and farms resulting in sustainable landscapes of richness and beauty.

Jared Rosenbaum is a botanist, Certified Ecological Restoration Practitioner, and a founding partner of Wild Ridge Plants, which grows local ecotype native species. He is the author of Wild Plant Culture: A Guide to Restoring Native Edible and Medicinal Plant Communities and host of the YouTube series Rooted Plant Videos.

**10–10:45AM: Nohham Cachat-Schilling
Reciprocity and a Return to Belonging**



Traditional Ecological Knowledge, the sustainable practices and lessons of Indigenous people, derives from millennia of living in reciprocity with “Our Mother,” Earth, a relationship that shaped the land. Discover how “treading lightly” and other traditions that helped to form the rich landscape guide the restoration and healthy preservation of biodiversity.

Nohham Cachat-Schilling is Medicine Elder for Bridge-in-the-Sky Medicine Circle, researcher for Oso:ah Foundation, chair of Massachusetts Ethical Archaeology Society, former horticulturist with the Native Plant Trust, and a contributing author to Our Hidden Landscapes: Indigenous Stone Ceremonial Sites of Eastern North America.

10:45–11AM: Break

**Snow date: Friday, March 21.
Program subject to change.**

**11–11:45AM: Jan Johnsen
Serenity by Design**



Outdoor spaces, including gardens, patios, paths, and front entries, can be areas of serenity, places to relax and enjoy a feeling of well-being. Find out some little-known scientific facts and ancient ideas for designing meditative areas such as determining a power spot on your property, shaping walkways to encourage movement, and which species is considered the “tree of peace.”

Jan Johnsen is an award-winning landscape designer and co-principal of Johnsen Landscapes & Pools. Her designs blend current and traditional approaches learned from studying and working in Japan, Hawaii, and Kenya. She is the author of Floratopia, Gardentopia, Heaven Is a Garden, and The Spirit of Stone and writes an online newsletter, Gardentopia.

**11:45AM–12:30PM: Shanti Nagel
Creating Urban Landscapes for
Ecological & Community Well-being**



Explore how dignity, health, and joy can be cultivated by bringing the beauty of the natural world into public places. Find out how to use native plants as healers and teachers to reinvigorate communities.

Shanti Nagel is founder of Design Wild, a landscape design firm working at the intersection of climate, people, and collective well-being that creates resilient gardens in extreme urban environments, public spaces, affordable housing, and private residences throughout New York City and the Hudson Valley.

**12:30–1PM: Wrap-up, book signing,
networking**

REGISTER BY MARCH 13

\$90 MEMBERS/\$130 NON-MEMBERS
www.sunywcc.edu/slc2025

EARN PROFESSIONAL CREDITS
3 LA-CES, others pending

SAVE THE DATE

for the 2nd Annual



To Benefit

The Westchester Community College Foundation

WEDNESDAY, APRIL 30, 2025

Tappan Hill Mansion, Tarrytown, NY

HONORING

Turner Construction Company
Corporate Citizenship Award

Westchester County Federation of Women's Clubs
Community Leadership Award

Elinor F. Urstadt
Philanthropy & Leadership Award

For ticket and sponsorship details, go to wccf-ny.org/gala-2025/

For more information, email Chrissy Brennan at foundationevents@sunywcc.edu, or call **914-606-6509**.

You & a guest are invited
**GOLDEN ALUMNI
LUNCHEON & REUNION
CELEBRATION**

THURS

15

MAY

11:30 AM - 1:30 PM

**Student Center, Valhalla
Campus \$15/person**

To register: michelle.schleibaum@sunywcc.edu

