



## Shasta College Foundation

Minutes of the Foundation Board Meeting  
1401 California St., 5<sup>th</sup> Floor, Redding, CA 96001

Tuesday, April 28<sup>th</sup>, 2026, at 12:00 p.m.

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### 1. OPEN SESSION

#### 1.1 *Call to Order & Roll Call*

The meeting was called to order at 12:00 p.m.

#### **Foundation Board Members Present**

- Ms. Star Alfaro, President
- Ms. Andree Blanchier, Executive Director (Ex-Officio Non-Voting Member)
- Mr. Joe Gibson
- Ms. Jennifer Hedman-Chase
- Ms. Michelle Hickok, Representative for the Shasta College Board of Trustees – arrived at 12:08 p.m.
- Dr. Frank Nigro, Superintendent/President (Ex-Officio Non-Voting Member)
- Ms. Mandy Trusas

#### **Special Guests:**

- Dr. Kevin O’Rorke, Associate Superintendent/CEO of North State Together (NST)
- Ms. Theresa Markword, Associate Vice President of Facilities and Capital Construction
- Mr. Ben Leavitt, CPA, CFE, Parter at CWDL (via Zoom)
- Ms. Ronke Olatunji, CFO of the Foundation (via Zoom)

#### 1.2 *Call for Request to Speak on an Agenda Item from the Audience*

There were no requests.

#### 1.3 *Introduction of Special Guests*

The Board welcomed the special guests.

### 2. DISCUSSION/ACTION ITEMS

#### 2.1 *Appointment new Board Director*

Board member Tiffany Blasingame resigned as of April 15, 2026. Per the Bylaws, the Foundation Board must have a minimum of seven (7) members. With this resignation, there are currently five (5) Board members.

The Board discussed approving the appointment of Dr. Kevin O’Rorke as a Board Member. Dr. O’Rorke brings valuable leadership experience and strong community partnerships and will be a valuable asset to the Board.

Dr. O’Rorke’s appointment increases the total number of Board members to be six (6) members. The Board will submit any names of potential Board members to the Executive Director.

**Motion: Appoint Dr. Kevin O’Rorke as a Director of the Foundation Board**

**Motion by Joe Gibson, second by Mandy Trusas**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Michelle Hickok, Mandy Trusas**



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### **2.2 Presentation of the 2024-25 Shasta College Foundation Audit Report, Ben Leavitt, CWDL**

Mr. Leavitt presented the Foundation's annual audit, reviewing the statement of financial position and financial activity for the year ending June 30, 2025. He highlighted total assets, net assets, and the overall increase in net assets compared to the prior year, and referenced the supporting financial statements and notes included in the report. He noted that all requested financial information was provided and required no corrections or adjustments. The financial statements were validated as presented, and CWDL issued an unmodified opinion, the highest level of assurance that can be given.

### **2.3 Presentation of the Form 990 (2024), Ben Leavitt, CWDL, and approval of the Form 990 (2024) for filing (attached)**

Mr. Leavitt also presented an overview of the Foundation's Form 990, walking through key sections including reported assets, revenue, and expenses, and explaining how these figures reconcile with the audited financial statements. He discussed differences in presentation for tax reporting purposes and reviewed program-related expenditures, including amounts relevant to potential lobbying activities. He noted how these calculations help determine the allowable level of support the Foundation could provide toward a potential bond measure, based on current financial activity. Board members asked clarifying questions regarding investment performance, reporting differences between the audit and the Form 990, and policy, which were addressed during the discussion.

**Motion: Approve the Form 990 (2024) for filing**

**Motion by Jennifer Hedman-Chase, second by Joe Gibson**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Michelle Hickok, Kevin O'Rorke, Mandy Trusas**

### **2.4 Discussion of Foundation Financials (July 1, 2025 – February 28, 2026) (attached)**

Ms. Blanchier provided a high-level overview of the Foundation's financial statements and reports, including the Statement of Activities, Statement of Functional Expenses, and Net Asset Roll Forward, all included in the meeting agenda. The reporting format has been updated to more closely align with the audit, allowing for improved tracking and monitoring throughout the year.

The Statement of Activities shows the different fund categories, including temporarily restricted, permanently restricted (endowments), and funds held for fiscal sponsorships, as well as those without donor restrictions. The revenues and expenses are tracking as expected for this point in the fiscal year, with timing differences related to multi-year grants and anticipated end-of-year sustainability fee collections. Expenses to date were lower, reflecting timing of reimbursements and program spending.

The Statement of Functional Expenses feeds into Form 990, which in part looks at fundraising. There has been improved classification of expense categories to align with Form 990 reporting and audit requirements. Working in Sage Intacct has been a significant improvement over the past practice of sorting through Excel data to identify reportable items.



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The Net Asset Roll Forward, developed by Ms. Olatunji, was presented as a comprehensive snapshot of fund activity, organized by fund type. Activity highlighted in the report include areas of active program fundraising and spending, including Athletics and Knight Fuel, as well as ongoing grant activity and scholarship funds. It was noted that unrestricted funds include an investment account that could be considered as a potential source of support for a future bond measure.

Ms. Alfaro commented on the significant improvements to the financial reports, noting the difference from prior formats was “night and day,” and expressed appreciation to Ms. Blanchier for her leadership.

### **2.5 Discussion of a contribution to the Campaign Committee for the Shasta College Bond Extension and approval of the contribution (attached)**

Ms. Markword presented an overview of the proposed bond measure, noting it would extend the existing bond on the tax rolls without introducing new taxes. The measure seeks approximately \$120 million and is being developed for the November 2026 ballot, pending approval of a resolution by the Board of Trustees in May 2026.

Securing bond funding is critical for leveraging state matching funds for capital projects, allowing the impact of bond dollars to stretch further. Examples from other districts were referenced to illustrate the potential impact of these matching funds.

Ms. Markword discussed plans to seek financial support through sponsorships and stakeholder partnerships, as well as anticipated changes in campaign costs due to increased use of digital outreach. Board members discussed potential levels of Foundation support and opportunities for community engagement, while noting they need to remain compliant with regulations related to campaigning. Board members expressed interest in volunteering to support future outreach and educational efforts as the process moves forward.

**Motion: Pending the Board of Trustee’s approval of the Shasta College Bond Extension campaign, approve the contribution of \$50,000 to the Campaign Committee in support of the Shasta College Bond Extension, with the agreement that any unused funds shall be returned to the Foundation by June 30, 2027**

**Motion by Mandy Trusas, second by Jennifer Hedman-Chase**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Michelle Hickok, Kevin O’Rorke, Mandy Trusas**

### **2.6 Discussion of continuing the July 4<sup>th</sup> Celebration and approval of a \$6,000 budget to pay for the 2026 event**

Discussion was held regarding continuing the Foundation’s July 4th Celebration and approval of a \$6,000 budget for the 2026 event. Initial planning details were shared, including event timing, food coordination, and overall format.

Board members discussed prior attendance and opportunities to improve engagement and overall experience. Ideas included identifying and inviting community members who may



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support future initiatives, utilizing Facebook events to highlight event details, and offering indoor, rooftop and balcony options for viewing the fireworks. Use of building spaces, including the rooftop and 4<sup>th</sup> floor balcony, was discussed with consideration for safety and logistics.

The Board expressed general support for continuing the event with a more focused and intentional approach.

**Motion: Approve a budget of \$6,000 to pay for the July 4<sup>th</sup>, 2026 Celebration expenses**  
**Motion by Michelle Hickok, second by Joe Gibson**  
**Final Resolution: Motion Carries**  
**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Michelle Hickok, Kevin O'Rorke, Mandy Trusas**

### **2.7 Approval of Resolution #SCF2025-26-01 recognizing Hiram Oilar's service to the Shasta College Foundation**

The resolution was approved as presented.

**Motion: Approve Resolution #SCF2025-26-01 recognizing Hiram Oilar's service to the Shasta College Foundation**  
**Motion by Michelle Hickok, second by Jennifer Hedman-Chase**  
**Final Resolution: Motion Carries**  
**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Michelle Hickok, Kevin O'Rorke, Mandy Trusas**

### **2.8 Approval of Resolution #SCF2025-26-02 recognizing Mike Mari's service to the Shasta College Foundation**

The resolution was approved as presented.

**Motion: Approve Resolution #SCF2025-26-02 recognizing Mike Mari's service to the Shasta College Foundation**  
**Motion by Michelle Hickok, second by Jennifer Hedman-Chase**  
**Final Resolution: Motion Carries**  
**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Michelle Hickok, Kevin O'Rorke, Mandy Trusas**

### **2.9 Approval of Resolution #SCF2025-26-03 recognizing Tiffany Blasingame's service to the Shasta College Foundation**

The resolution was approved as presented.

**Motion: Approve Resolution #SCF2025-26-03 recognizing Tiffany Blasingame's service to the Shasta College Foundation**  
**Motion by Michelle Hickok, second by Jennifer Hedman-Chase**  
**Final Resolution: Motion Carries**  
**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Michelle Hickok, Kevin O'Rorke, Mandy Trusas**



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### **2.10 Nomination and Election of a Vice President**

Ms. Hickok departed the meeting at 1:06 p.m.

Discussion was held regarding the selection of a new Vice President. Ms. Trusas was nominated and elected, and is well prepared to serve in the role, bringing prior experience as both a President and Vice President on other boards.

**Motion: Nominate and Elect Mandy Trusas to serve as the Vice President until the next election of Board officers.**

**Motion by Joe Gibson, second by Jennifer Hedman-Chase**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Kevin O'Rorke**

**Abstain: Mandy Trusas**

### **2.11 Approval of Policy #140 – Donation & Gift Acceptance Policy (attached) [AMENDED]**

Discussion was held regarding Policy #140 – Donation & Gift Acceptance. This is a new policy for the Foundation, intended to establish guidelines for accepting gifts and to align with District policies. The District Board Policy (BP) and Administrative Procedure (AP) have been revised and will proceed through the District's policy approval process. This policy defines the Foundation as the primary entity for receiving gifts on behalf of the District and outlines parameters for acceptable donations.

Key provisions discussed included considerations for accepting complex or non-liquid assets, such as property, which may require Board review prior to acceptance. The need for external expertise in evaluating such gifts and other complex gifts was noted. Clarification was also provided regarding the distinction between the Foundation and the District in gift acceptance practices. The District often receives unique in-kind donations, such as road base, steers, or glass blowing supplies. These in-kind gifts will continue to be accepted by the District. This policy represents a significant shift from past practices and will require communication and education for District staff.

**Motion: Approve Policy #140 – Donation & Gift Acceptance Policy**

**Motion by Joe Gibson, second by Jennifer Hedman-Chase**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Kevin O'Rorke, Mandy Trusas**

### **2.12 Approval/Ratification of Contracts & Grants (attached)**

Discussion was held regarding the approval and ratification of contracts and grants. The majority of these items relate to depository liability organizations for which the Foundation serves as fiscal sponsor. As their financial activity is incorporated into the Foundation's financial statements, the associated liabilities are also carried by the Foundation.

**Motion: Approve/ratify the recently executed contracts and grants**

**Motion by Joe Gibson, second by Mandy Trusas**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Kevin O'Rorke, Mandy Trusas**



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### 3. REPORTS & UPDATES

#### 3.1 2025-2026 Pay-It-Forward Projects (attached)

Pay-It-Forward (PIF) projects were presented and it was noted that \$15,600 of the available budget has been allocated to date. One project, a proposed mural on the 800 building, remains under consideration as more information is collected. If not approved, the remaining funds will roll over to the following year.

#### 3.2 Finish Line Scholars Grant

The Foundation has been awarded funding for the 2026–2027 academic year – this is the seventh consecutive year. Recent adjustments to the program were made following a five-year review based on donor feedback. The grant is funded through a \$100 million donation that is designated to fund a 20-year initiative through the Foundation for California Community Colleges. For FY27, the Foundation will receive \$300,000 – this is double the amount that was received in FY26. Funds will support scholarships and emergency aid for students nearing completion.

#### 3.3 Scholarship Update

Over \$500,000 in scholarships have been awarded to students in the 2025-2026 academic year. Implementation of a new scholarship system is underway and expected to launch in Fall 2026. Ongoing efforts include evaluating and improving application processes, reviewing scoring criteria, and consulting legal counsel regarding older endowments held by the District. The annual scholarship award ceremony is upcoming on May 14<sup>th</sup>, 2026 at 3:00 p.m. and will be held at Student Center Stage on the Redding Main Campus.

#### 3.4 Board Development

Board Development was briefly discussed and will be revisited at the June meeting.

### 4. APPROVAL/REVIEW OF MINUTES

#### 4.1 Approval of Minutes from the December 9, 2025 Foundation Board Meeting (attached)

The minutes were approved as presented.

**Motion: Approve the Minutes from the December 9, 2025 Foundation Board Meeting**

**Motion by Mandy Trusas, second by Joe Gibson**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Kevin O’Rorke, Mandy Trusas**

#### 4.2 Approval of Minutes from the February 6, 2026 Foundation Board Retreat (attached)

The minutes were approved as presented.

**Motion: Approve the Minutes from the February 6, 2026 Foundation Board Retreat**

**Motion by Mandy Trusas, second by Jennifer Hedman-Chase**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Kevin O’Rorke Mandy Trusas**

### 5. PUBLIC COMMENTS FROM THE AUDIENCE

#### 5.1 Public Comments from the Audience

There were no public comments.



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### **6. BOARD MEMBER UPDATES**

#### **6.1 Board Member Updates**

Dr. Nigro shared that Ms. Blanchier was honored with the Going the Distance Award and recognized by her colleagues for her work supporting staff members working outside of the main campus.

### **7. SETTING OF FUTURE MEETING DATE**

#### **7.1 Next Meeting**

The next meeting was scheduled for Friday, June 12<sup>th</sup>, 2026 at noon.

### **8. ADJOURNMENT**

#### **8.1 Adjournment**

The meeting was adjourned at 1:45 p.m.

**Approve the Motion to Adjourn the Foundation Board Meeting**

**Motion by Jennifer Hedman-Chase, second by Mandy Trusas**

**Final Resolution: Motion Carries**

**Yea: Star Alfaro, Joe Gibson, Jennifer Hedman-Chase, Kevin O'Rorke Mandy Trusas**