



FOUNDATION FOR SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

MEETING MINUTES

Meeting of the Board of Directors

June 3, 2025

South Orange County Community College District
28000 Marguerite Parkway, Mission Viejo, CA 92692
Saddleback College – Payroll Conference Room HS-337

1. Procedural Matters:

1.1 Opening/Call to Order:

The meeting was called to order at 3:00 pm.

1.2 Attendance / Quorum

Attendance was recorded and a quorum was announced.

Members present were Connie Cavanaugh, Letitia Clark, Ann-Marie Gabel, and Christopher McDonald

Absent: Cindy Vyskocil

Guest: Richard Kudlik

1.3 Public Comments

There were no public comments.

2. Approve Minutes from March 4, 2025 Meeting:

A motion was made by Connie Cavanaugh, seconded by Letitia Clark, and unanimously carried to approve the minutes from the March 4, 2025, meeting.

3. Master Agreement Revision:

A motion was made by Connie Cavanaugh, seconded by Chris McDonald, and unanimously carried to approve the Master Agreement changes for 2025.

4. Financial Report as of March 31, 2025:

A motion was made by Connie Cavanaugh, seconded by Letitia Clark, and unanimously carried to approve the Financial Report as of March 31, 2025.

5. Budget 2025-26:

A motion was made by Letitia Clark, seconded by Chris McDonald, and unanimously carried to approve the 2025-26 Budget. Ann-Marie announced that the Irvine Valley College Foundation and the Saddleback College Foundation have agreed to increase their donation to \$3,500 per year.

6. Conflict of Interest Policy:

The Conflict of Interest Policy was reviewed and the Board members were asked to complete the annual Conflict of Interest Disclosure Form.

7. Meeting Schedule 2025-26:

A motion was made by Connie Cavanaugh, seconded by Letitia Clark, and unanimously carried to approve the Meeting Schedule 2025-26.

8. Adjourn:

The meeting adjourned at 3:11 pm.