



**SAN DIEGO  
CONTINUING  
EDUCATION  
FOUNDATION**  
— SINCE 2008 —

**BOARD OF DIRECTORS**

**OFFICERS**

Neill K. Kovrig  
*President*

Roma Weaver  
*Vice President*

Bill Grimes  
*Secretary*

Kelly Henwood  
*Treasurer*

Vinzent Balaoing  
*Student*

Olivia Flores  
*Counselor*

Gretchen Bitterlin  
*Retiree*

Michelle Fischthal D.B.A.  
*Vice President, Instruction*

Mary LeDuc  
*Retiree*

Star Rivera-Lacey, Ph.D.  
*Vice President,  
Student Services*

Jacqueline Sabanos  
*Vice President, Administrative*

Carlos O. Turner Cortez,  
Ph.D.  
*SDCE President*

Laurie Coskey, Ed.D.  
*Executive Director*

**Regular Meeting of the San Diego Continuing Education Foundation  
Board of Directors  
6-17-20 9:00 AM  
Via Zoom**

**Audio/Visual/Web-based Teleconference at <https://cccconfer.zoom.us/j/441793159>  
PLEASE SEE NOTICE OF TELECONFERENCE WHICH FOLLOWS ON PAGE 2**

**I. CALL TO ORDER, WELCOME AND INTRODUCTIONS – Neill Kovrig**

**II. SPECIAL ITEMS/PRESENTATIONS (40 Minutes)**

- a. Covid 19 Updates – Carlos Cortez, Michelle Fischthal, Star Rivera-Lacey, Jacqueline Sabanos, Vinzent Balaoing, Laurie Coskey
- b. Town Halls – Carlos Cortez and Star Rivera Lacey
- c. Organizational meeting, board membership and officer election – Neill Kovrig
- d. Policies: Credit Card – Neill Kovrig
- e. Funds to support COVID Success Grants (Barrier Grants) – Star Rivera Lacey and Neill Kovrig
- f. SDCEF Retreat, Wednesday, September 16, 9:00 – 2:00 - Neill Kovrig
- g. Employee Handbook prepared by SDCEF attorney Joseph Sanchez – Laurie Coskey

**III. REVIEW OF MINUTES (5 minutes)**

- a. Minutes from 5/20/20 – *Action Item*

**IV. PUBLIC COMMENT**

*Members of the public are welcome to address the Board on items under the Board's Jurisdiction at this time. The Board reserves the right to limit the amount of time allotted to public comment, and/or to limit the number of speakers on a particular topic. Individuals wishing to address the Board are requested, but not required, to register with the Secretary prior to their presentations to the Board.*

**V. FINANCIAL REPORT – Kelly Henwood (9:45)**

- a. Monthly Financial Reports May 2020 – Accountant Woody Ledford – *Action Item*

**VI. STANDING ITEMS (10:15)**

- a. ETI – Caron Lieber
- b. Executive Director Report – Laurie

***Mission:***

*The San Diego Continuing Education (SDCE) Foundation exists to support SDCE in championing equity by fostering innovation, raising funds for scholarships, eliminating barriers to student success, and positively impacting the community at large.*

***Vision:***

*The San Diego Continuing Education Foundation strives to provide all students with the tools and resources to reach their full potential by implementing equitable programs that address economic insecurities and promote progressive, systemic social change.*

- c. Development - Laurie
- d. Historic Preservation Project -- Laurie

**VII. CLOSED SESSION (10:40)**

- a. Conference with labor negotiators (Gov. Code section 54957.6) –  
Unrepresented employee: Executive Director

**VIII. REPORT FROM CLOSED SESSION**

**IX. ADJOURNMENT**

**NOTICE OF TELECONFERENCE AVAILABILITY and STATEMENT OF COMPLIANCE**

Section 54953(b) of the California Government Code permits Teleconference Access to meetings of a Board or Council subject to the provisions of the *Ralph M. Brown Act*, so long as the following provisions are adhered to in the scheduling and accessibility of the meeting:

- A quorum of the Board must participate from teleconferencing locations within the jurisdiction of the Board or the Board/Agency from which it derives its authority;
- The teleconferencing location is identified in the notice and on the Agenda
- The Agenda is itself posted at the teleconference location
- The Location is accessible to the public and provides all of the same opportunity for participation by the public as appropriate and required by law
- All votes shall be conducted by roll call

In response to local directives on COVID-19, regarding providing remote access to all meetings where and when possible, the San Diego Continuing Education Foundation shall, by this notice, provide access to its regular meeting for the month of March and each subsequent month as directed, to all members of the Board and members of the public. The details for access to the meeting are as follows:

**San Diego Continuing Education Foundation Board of Directors**

**Mar 18, 2020 09:00 AM Pacific Time (US and Canada)**

**Join from PC, Mac, Linux, iOS or Android:** <https://cccconfer.zoom.us/j/441793159>

**Or iPhone one-tap (US Toll):** +16699006833,441793159# or +16468769923,441793159#

**Or Telephone:**

**Dial:**

+1 669 900 6833 (US Toll)

+1 646 876 9923 (US Toll)

**Meeting ID: 441 793 159**

**International numbers available:** <https://cccconfer.zoom.us/u/acig7S2RiK>

**Or Skype for Business (Lync):** SIP:441793159@lync.zoom.us

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