

# Citrus College Foundation

Minutes of Monday, April 27, 2026  
Regular Meeting of the  
Citrus College Foundation Board of Directors  
Louis E. Zellers Center for Innovation Building,  
Community Room CI-159, 4:00 p.m.

**Present:** Laura Bollinger, Claudette Dain, Tina Doeve, Phyllis Fritz, Dr. Martin Gundersen, Dr. Dana Hester, Kevin Morris, Aaron Ralph, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres, Diane Wilkinson, Henoch Perez

**Absent:** Stacy Arena, Brian Bowcock, Carlos Campuzano, Jared Ceja, Veronica Kirton, Carlos Ramos, Brian Vosberg

**Non-Voting:** Dolores Ybarra, Director

## Call to Order:

The meeting was called to order by Foundation Board Member Ms. Phyllis Fritz at 4:06 p.m. A quorum was established.

## Pledge of Allegiance:

Ms. Fritz led the Directors in Pledge of Allegiance.

## Public Comment:

Ms. Fritz made a call for public comments; none were made.

## Support for Success

Ms. Fritz introduced Dr. My Chau, Director of Grants. Dr. Chau presented the impact of the Foundation's support for first generation students made during their inaugural three-day event built around National First-Generation Day. The inaugural celebration coincided with National STEM Day and the TRIO STEM program's 10<sup>th</sup> anniversary at the college. The three days were planned and included day one a first-gen panel of faculty, staff, and alumni sharing their journeys, followed by a mixer with refreshments and networking and "First-Gen Proud" promotional items. The second day consisted of a First-Gen student ally training led by the EOP&S/CARE/NextUP director and counselor with lunch provided and promotional items for participants. The final day was lunch and learn First-Gen film edition screening of A Million Miles Away the story of first-gen astronaut Jose Hernandez, with refreshments and a discussion on first-gen perseverance. Dr. Chau thanked the Foundation Board of Directors for their continued support for the Citrus College community and students.

## Approval of Minutes

The Board reviewed the minutes from February 2, 2026, and March 23, 2026, meetings. Ms. Fritz called for a motion to approve February 2, 2026, minutes and March 23, 2026, minutes presented. Ms. Claudette Dain motioned to make an addition to February 2 minutes. Minutes were approved February 2, 2026, with changes and March 23, 2026, as presented.

48 **Treasurer's Report**

49

50 Ms. Ybarra presented the financial information in Treasure Vosberg absence, noting it was  
51 included in the agenda packet through March 31. Total operating expenditure was reported at  
52 approximately \$86,200, representing roughly 22% of the approved budget. Dr. Schulz motion to  
53 accept the financial information as presented. Mr. Henocho Perez seconded the motion. Motion  
54 passed.

55

56 Yes: Laura Bollinger, Claudette Dain, Tina Doeve, Phyllis Fritz, Dr. Martin Gundersen,  
57 Kevin Morris, Aaron Ralph, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres,  
58 Diane Wilkinson, Henocho Perez

59

60 No:

61

62 Absent: Stacy Arena, Brian Bowcock, Carlos Campuzano, Jared Ceja, Veronica Kirton,  
63 Carlos Ramos, Brian Vosberg

64

65 Next, Ms. Ybarra presented the final operating budget for 2025-26. The final operating budget  
66 reflected an increase in Consulting and Professional Fees due to the changes in the investments  
67 being billed by Mercer quarterly as opposed to Vanguard automatically reducing fees from the  
68 portfolio. The increase also reflects the work LCW firm is doing for the master agreement and  
69 bylaws. Ms. Diane Wilkinson motion to accept the final 2025-26 operating budget. Mr. Kevin  
70 Morris seconded the motion. Motion passed.

71

72 Yes: Laura Bollinger, Claudette Dain, Tina Doeve, Phyllis Fritz, Dr. Martin Gundersen,  
73 Kevin Morris, Aaron Ralph, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres,  
74 Diane Wilkinson, Henocho Perez

75

76 No:

77

78 Absent: Stacy Arena, Brian Bowcock, Carlos Campuzano, Jared Ceja, Veronica Kirton,  
79 Carlos Ramos, Brian Vosberg

80

81 **Board President's Report**

82 Ms. Fritz began her report with an update on Foundation Board Giving at \$1,795 with 37% board  
83 participation. Ms. Fritz expressed the importance of having 100% participating board and not  
84 waiting until the fourth quarter to get their donations into the foundation.

85

86 Next, Ms. Fritz reported on the resignation of Mr. Teddy Villaluz from the Foundation Board of  
87 Directors. Ms. Diane Wilkinson motion to accept the resignation. Mr. Henocho Perez second the  
88 motion and noted that with sadness he motions to approve the resignation. Motion passed.

89

90 Yes: Laura Bollinger, Claudette Dain, Tina Doeve, Phyllis Fritz, Dr. Martin Gundersen,  
91 Kevin Morris, Aaron Ralph, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres,  
92 Diane Wilkinson, Henocho Perez

93

94 No:

95

96 Absent: Stacy Arena, Brian Bowcock, Carlos Campuzano, Jared Ceja, Veronica Kirton,  
97 Carlos Ramos, Brian Vosberg

98

99 Dr. Schulz expressed his gratitude for Mr. Villaluz serving on the board and appreciated the  
100 contribution he made to the Foundation.

101  
102 Ms. Phyllis Fritz made a motion to accept the 2026 Foundation Board of Directors Giving Goal of  
103 \$45,000 while obtaining 100% participation of giving by each director.

104  
105 Yes: Laura Bollinger, Claudette Dain, Tina Doeve, Phyllis Fritz, Dr. Martin Gundersen,  
106 Kevin Morris, Aaron Ralph, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres,  
107 Diane Wilkinson, Henoch Perez

108  
109 No:

110  
111 Absent: Stacy Arena, Brian Bowcock, Carlos Campuzano, Jared Ceja, Veronica Kirton,  
112 Carlos Ramos, Brian Vosberg

113  
114 During the discussion for setting an obtainable goal in monetary terms for the board Ms. Ybarra  
115 informed them that the goal set was obtainable given the research of prior giving from each of the  
116 directors. Also, noting that there is a goal to increase the number of directors which was also on  
117 the agenda for discussion.

118

### 119 **Superintendent/President's Report**

120 Dr. Schulz began by reporting on the great season our student athletes were having in both  
121 softball and baseball. Dr. Schulz stated he was looking forward to attending the Achievement  
122 Awards ceremony to celebrate the numerous students being acknowledged. These awards  
123 include Athlete of the Year and our Key of Knowledge recipients.

124

### 125 **Foundation Director's Report**

126 Ms. Ybarra began by reporting the emphasizing the importance of board expansion by recruiting  
127 new board members. The intention is to have a board development committee that will nominate  
128 prospective board members to the full board of the foundation; members will assist with vetting  
129 prospective members and assist with on-boarding and orientation of members. Tasks for the  
130 current committee will include documenting the process of on-boarding and orientation for new  
131 directors. Recommended committee members Phyllis Fritz, Diane Wilkinson, Dr. Marting  
132 Gundersen, Briceyda Torres, Laura Bollinger and Dolores Ybarra. Motion was moved by Ms.  
133 Diane Wilkinson. Dr. Dana Hester seconded the motion. Motion passed.

134

135 Yes: Laura Bollinger, Claudette Dain, Tina Doeve, Phyllis Fritz, Dr. Martin Gundersen,  
136 Kevin Morris, Aaron Ralph, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres,  
137 Diane Wilkinson, Henoch Perez

138

139 No:

140

141 Absent: Stacy Arena, Brian Bowcock, Carlos Campuzano, Jared Ceja, Veronica Kirton,  
142 Carlos Ramos, Brian Vosberg

143

144 Members of the board discussed what they would desire for future board members to be  
145 comprised of diversity not only in their education and career but also race and gender to reflect  
146 that of the composite of the current college campus community.

147

148 Next, Ms. Ybarra presented an audit committee that would operate as a subcommittee to the  
149 Finance and Investment Committee. The committee would be responsible for issuing any request

150 for proposals (RFPs), reviewing and evaluating qualified audit firms, and recommending the  
151 selection of an independent auditor to the Board for approval Recommended committee members  
152 Brian Vosberg, Stacy Arena, Dr. Dana Hester, Jared Ceja, and Dolores Ybarra. Mr. Heno Perez  
153 motion to approve. Dr. Levi Richard seconded the motion. A question was raised about the  
154 members of the Finance and Investment Committee and if they would be included as part of the  
155 newly formed audit committee. Once the discussion took place and it was ultimately decided that  
156 the audit committee did not have to be a subcommittee to Finance and Investment but rather  
157 would be an ad hoc committee the motion was withdrawn, after Mr. Heno Perez and Dr. Levi  
158 Rihard retracted their motion to approve and an amended motion was presented. The amended  
159 is as follows: motion to approve the ad hoc audit committee to review and evaluate qualified audit  
160 firms and recommend the selection of an independent auditor to the Board for approval.  
161 Recommended committee members Stacy Arena, Dr. Dana Hester, Jared Ceja, and Dolores  
162 Ybarra. Motion was approved by Ms. Claudette Dain. Seconded by Ms. Tina Doeve. Motion  
163 passed.

164  
165 Yes: Laura Bollinger, Claudette Dain, Tina Doeve, Phyllis Fritz, Dr. Martin Gundersen,  
166 Kevin Morris, Aaron Ralph, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres,  
167 Diane Wilkinson, Heno Perez  
168

169 No:

170  
171 Absent: Stacy Arena, Brian Bowcock, Carlos Campuzano, Jared Ceja, Veronica Kirton,  
172 Carlos Ramos, Brian Vosberg  
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174 **Committee Reports and Updates**

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176 **Ad Hoc Committee**

177 Mr. Ralph, on an update for the ad hoc committee, he stated that there is no further progress than  
178 that which was reported at the prior meeting. The ad hoc committee will need to establish an  
179 upcoming meeting where they will include Mr. Jared Ceja and Ms. Dolores Ybarra. At this current  
180 time, he cannot provide a timeframe of the work completed or a future meeting date.

181  
182 **Announcements:**

183 Ms. Fritz read through upcoming events for the College and Foundation. Encouraged members  
184 of the board to attend the upcoming Spring Community Day.  
185

186 **Adjournment:** Meeting adjourned by Phyllis Fritz at 5:36 p.m.  
187

188 Minutes submitted by Briceyda Torres, Citrus College Foundation