

# AUXILIARY PROGRAMS CORPORATION



## BOARD OF DIRECTORS

Kevin G. Walthers, Ph.D., President  
Dennis Curran, Treasurer  
Robert Curry, Ph.D., Secretary  
Suzanne Levy, Ed.D.  
Fred Patrick  
Ora Shrecengost, Student

### Agenda

Quarterly Regular Meeting  
August 28, 2025  
Captain's Room, B-102

Allan Hancock College  
800 South College Drive, Santa Maria, CA 93454

	<u>Page</u>	<u>Est. Time</u>
1. Call to Order		3:00 PM
2. Public Comment		
Public comments on an agenda item or another topic within the jurisdiction of the Board of Directors will be given in person during the meeting or submitted in writing at least 24 hours before the meeting via email to: <a href="mailto:melinda.martinez1@hancockcollege.edu">melinda.martinez1@hancockcollege.edu</a> . The leading speaker from the audience side on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. Please submit an individual comment card for each item. Testimony on specific agenda items will be welcome during consideration of the item by the Board of Directors. When public testimony is completed regarding a specific agenda item, discussion is then confined to directors only. This practice is in accordance with laws governing Board of Directors public meetings.		
3. Action Items		
3.a. Approval of Minutes from the May 15, 2025 Quarterly Regular Meeting	2	
3.b. Acceptance of Cash Donations of \$500 or Greater to PCPA for the period of April 1, 2025 through July 31, 2025	4	
3.c. Acceptance of PCPA Public Relations/Advertising Report of Promotions, Sponsorships, and In-kind Donations of \$500 or Greater for the period of April 1, 2025 through July 31, 2025	6	
4. Information Items	7	
4.a. Financial Report for Auxiliary Programs		
5. Oral Reports for Auxiliary Programs		
6. Adjournment		

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Melinda Martinez at 805-922-6966 ext. 3454 or [melinda.martinez1@hancockcollege.edu](mailto:melinda.martinez1@hancockcollege.edu). Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.



## AUXILIARY PROGRAMS CORPORATION BOARD OF DIRECTORS

### MINUTES

Quarterly Regular Meeting

Thursday, May 15, 2025

Captain's Room, B-102

1. Call to Order

Dr. Walthers called the meeting to order at 3:01 p.m. with the following directors present:  
Curran, Shrecengost, Walthers

Directors Absent: Curry, Levy, Patrick

Staff Members Present: Jennifer Schwartz, Shelby Scott, Keli Seyfert

Note Taker: Melinda Martinez

2. Public Comment

No public comment was made.

3. Action Items

3.a. Approval of Minutes from the February 21, 2025 Meeting

On a motion by Ora Shrecengost, seconded by Dennis Curran, the board voted to approve the minutes from the February 21, 2025 meeting. (Ayes: Curran, Shrecengost, Walthers; Noes: None; Concur: None; Absent: Curry, Levy, Patrick)

3.b. Acceptance of Cash Donations of \$500 or Greater to PCPA for the period of February 1, 2025 through March 31, 2025

On a motion by Ora Shrecengost, seconded by Dennis Curran, the board voted to approve donations to PCPA of \$500 or greater made during the period of February 1, 2025 through March 31, 2025. (Ayes: Curran, Shrecengost, Walthers; Noes: None; Concur: None; Absent: Curry, Levy, Patrick)

3.c. Acceptance of PCPA Public Relations/Advertising Report of Promotions and Sponsorships of \$500 or Greater for the period of February 1, 2025 through March 31, 2025

On a motion by Ora Shrecengost, seconded by Dennis Curran, the board voted to approve the acceptance of PCPA Public Relations/Advertising Report of Promotions and Sponsorships of \$500 or Greater for the period of February 1, 2025 through March 31, 2025. (Ayes: Curran, Shrecengost, Walthers; Noes: None; Concur: None; Absent: Curry, Levy, Patrick)

4. Information Items

4.a. Financial Report for Auxiliary Programs

Keli Seyfert said there was nothing to note about the income statement provided and offered to respond to questions.

Jennifer Schwartz shared *Waitress* was slightly short of its sales goals, but she is optimistic the show will fair well in Solvang. She reported the fiscal year budget is close to breaking even.

4.b. Tax Year 2023, Fiscal Year 2023-2024 Forms 990, 990-T Tax Returns

Keli Seyfert reported there was a clean audit, and the annual tax returns have been filed.

5. Oral Reports for Auxiliary Programs

PCPA

Jennifer Schwartz shared upcoming PCPA events, including graduation. She noted that the National Endowment for the Arts (NEA) is cancelling their grant. PCPA submitted an invoice to get the final NEA grant payment. The total grant amount was \$20,000.

Ms. Schwartz provided an overview of technical theater student interns and acting students, which is close to 100 PCPA students in total. She shared budget planning for next year and said the holiday show will be announced to the public in June.

Ms. Schwartz also added PCPA received a donation from the PCPA Foundation to work with a New York performing arts group that helps organizations with digital marketing. PCPA will soon start using Google Ads; she hopes this will bring in extra revenue for the summer.

Athletics

Shelby Scott reported 5,665 raffle tickets and 57 passes were sold for the golf tournament. She announced the fundraiser was successful and raised \$40,000. Dr. Walthers pointed out that Kim Ensing's shake-down efforts in selling raffle tickets at the last board of directors meeting were captured in the February 21, 2025 meeting minutes.

ASBG

Ora Shrecengost shared highlights from the ASBG banquet and noted this is her last time being on the ASBG board. She said it has been a great year.

6. Adjournment

Dr. Walthers adjourned the meeting at 3:14 p.m.



To: Board of Directors		Date:  August 28, 2025
From: Jennifer Schwartz		
Subject: Acceptance of Cash Donations of \$500 or Greater to PCPA for the period of April 1, 2025 through July 31, 2025		
Reason for Board Consideration:  ACTION	Item Number:  3.b.	Enclosures:  Page 1 of 2

### Background

Following is a list of donations of \$500 or greater contributed to PCPA for the period of April 1, 2025 through July 31, 2025.

Date	Donations \$500 or Greater	Amount
4/2/2025	Mrs. Wanda Mills	\$5,000
4/4/2025	Joel McCormick	\$1,000
4/11/2025	Dr. Steven and Elizabeth Green	\$2,500
4/30/2025	PCPA Foundation	\$219,568
4/30/2025	Dale and Helen Charlesworth	\$1,000
4/30/2025	Aloha Family Chiropractic	\$500
5/1/2025	Children's Resource and Referral of Santa Barbara County	\$1,750
5/2/2025	PCPA Foundation	\$3,000
5/4/2025	Bette Kulp	\$2,000
5/7/2025	YMCA Santa Maria (Genspan Foundation)	\$1,000
5/8/2025	Towbes Fund for the Performing Arts	\$10,000
5/19/2025	John and Sharon Henning	\$6,000
5/19/2025	Linda Stafford Burrows	\$14,000
5/27/2025	Mrs. Wanda Mills	\$5,000
5/28/2025	Edwin and Jeanne Woods Family Foundation	\$30,000
5/29/2025	Fidelity National Title Central Coast	\$520
6/1/2025	Dene Hurlbert	\$10,000
6/2/2025	Mrs. Wanda Mills	\$5,000
6/10/2025	National Endowment for the Arts	\$15,000

(continued)

### Fiscal Impact

None

### Recommendation

Staff recommends that the Auxiliary Programs Corporation Board of Directors accept PCPA's donations of \$500 or greater for the period of April 1, 2025 through July 31, 2025.

Administrator Initiating Item:  Jennifer Schwartz	Final Disposition:
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Date	Donations \$500 or Greater	Amount
6/12/2025	Break-Away Tours Event Planning	\$14,000
6/12/2025	PCPA Foundation	\$14,000
6/13/2025	Steve Pepe	\$3,000
6/17/2025	Ms. Paula Brose	\$500
6/23/2025	Linda Stafford Burrows	\$1,042
6/23/2025	Eric Melsheimer	\$2,084
6/23/2025	Polly Firestone Walker	\$10,000
6/24/2025	Dr. José and Carmen Ortiz	\$500
6/30/2025	Mrs. Shawnah Van Gronigen	\$1,042
6/30/2025	Kiwanis Club of Santa Maria	\$500
7/2/2025	Bill and Norma Hollowell	\$500
7/2/2025	Donna and Jack Croom	\$3,000
7/2/2025	Judge Jed Q. and Diane Beebe	\$10,000
7/7/2025	Richard and Cathy Lockett	\$10,000
7/10/2025	Mr. David Mills	\$5,000
7/17/2025	Mr. Phil Wagner	\$500
7/18/2025	Jackie Eldridge	\$2,000
7/18/2025	Virginia Rodgers	\$1,000
7/18/2025	Jerry and Sharon Melson	\$1,000
7/18/2025	Philip Morris	\$1,000
7/18/2025	Ms. Maureen Tolson	\$60,234
7/18/2025	Jerry and Sharon Melson	\$9,000
7/18/2025	Jerry and Sharon Melson	\$3,000
7/18/2025	Kelly and Scott Davis	\$500
7/18/2025	Dee Ringstead	\$3,000
7/18/2025	Craig Huseeth	\$3,000
7/19/2025	John and Lynn Sigafoos	\$600
7/22/2025	Cory Gonzalez	\$1,000
7/23/2025	Mrs. Danna Weidner	\$525
7/23/2025	Lenen Lopez	\$683
7/23/2025	Edwin and Caroline Woods	\$1,000
7/23/2025	Keith and Wendy George	\$500
7/24/2025	David and Tricia Ottesen	\$600
7/24/2025	Mr. and Mrs. Raymond Caldwell	\$500
7/27/2025	Mr. and Mrs. Arlene Gasch	\$500
7/30/2025	Dorothy Roark	\$500
7/30/2025	Leslie Mosson	\$1,000
<b>GRAND TOTAL</b>		<b>\$499,648</b>



To: Board of Directors		Date:  August 28, 2025
From: Jennifer Schwartz		
Subject: Acceptance of PCPA Public Relations/Advertising Report of Promotions, Sponsorships, and In-kind Donations of \$500 or Greater for the period of April 1, 2025 through July 31, 2025		
Reason for Board Consideration:  ACTION	Item Number:  3.c.	Enclosures:  Page 1 of 1

#### Background

Following is an update of promotions, sponsorships, and in-kind donations of \$500 or greater for the period of April 1, 2025 through July 31, 2025.

Promotions, Sponsorships, and In-kind Donations of \$500 or Greater	Vendor Trade/ In-Kind Services	Cash Sponsor	PCPA Trade
KCBX radio	\$670		
New Times/Sun	\$3,645		
KCOY/KEYT	\$4,500		
KIDI LaBuena radio	\$2,000		
Noozhawk	\$1,780		
Follett	\$5,000		
<b>TOTAL</b>	<b>\$17,595</b>		

#### Fiscal Impact

None

#### Recommendation

Staff recommends that the Auxiliary Programs Corporation Board of Directors accept PCPA's public relations/advertising report of promotions, sponsorships, and in-kind donations of \$500 or greater for the period of April 1, 2025 through July 31, 2025.

Administrator Initiating Item:  Jennifer Schwartz	Final Disposition:
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To: Board of Directors		Date:  August 28, 2025
From: Dennis Curran		
Subject: Financial Report for Auxiliary Programs		
Reason for Board Consideration: INFORMATION	Item Number: 4.a.	Enclosures: Page 1 of 3

Background

Attached are copies of financial statements for the following funds:

- Associated Student Body Trust Fund
- PCPA Special Revenue Fund

The statements reflect financial data as of June 30, 2025.

Administrator Initiating Item: Dennis Curran	Final Disposition:
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**Associated Students Trust Fund**  
**Income Statement by Fund Type**  
**For Period Ending 06/30/2025**

**REVENUES**

Athletic Entry Fees	9,900
Fundraising	783
Interest and Investment Income	13,795
Non Cash Contribution	5,000
Other Local Revenues	2,240
Sales and Commission	95,382
Single Tickets	28,272
<b>Total REVENUES</b>	<b>155,372</b>

**EXPENDITURES**

Bad Debt Expense	40
Bank Service Charges	12
District/College Support	6,725
Dues & Memberships	4,306
Entertainment/Special Events	425
Equipment Rental	2,465
Field Trips	234,668
Food - Business Meetings/Events	30,836
Game Personnel (Athletic Events)	71,250
Indep Contractor (Individuals)	3,371
Merchant Fees	5
Non Instr Printing	1,322
Office/Operational Supplies	10,862
Public Relations/Recognitions	780
Service Contracts (Businesses)	7,365
Travel - All Travel Costs	8,460
<b>Total EXPENDITURES</b>	<b>382,892</b>

<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(227,520)</b>
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**OTHER FINANCING SOURCES(USES)**

Interfund Transfer-In District	360,136
Intrafund Transfer-In	437,898
<b>Total OTHER FINANCING</b>	<b>798,034</b>

**OPERATING TRANSFERS OUT**

In-Kind Student Assistance	5,000
Intrafund Transfers-Out	437,898
Scholarships	5,580
Trsf-Out Co-Curricular/ASB	50,000
Trsf-Out Co-Curricular/Athletic	64,860
<b>Total OPERATING TRANSFERS OUT</b>	<b>563,339</b>

**Excess of Revenues and Other**

<b>Financing Sources Over/(Under)</b>	<b>7,176</b>
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**FUND BALANCE:**

<b>Fund Balance, July 1</b>	<b>303,998</b>
<b>Current Balance</b>	<b>311,174</b>

Allan Hancock College  
PCPA Fund  
Income Statement by Fund  
For Period Ending 06/30/2025

	<u><b>Actual</b></u>
<b>REVENUES</b>	
Local Revenues	\$ 3,185,002
Total REVENUES	<u>3,185,002</u>
<b>EXPENDITURES</b>	
Classified Salaries	3,269,909
Employee Benefits	803,282
Supplies and Materials	286,975
Other Operating Exp. and Services	891,173
Capital Outlay	30,478
Total EXPENDITURES	<u>5,281,818</u>
Excess of Revenues Over/ (Under) Expenditures	<u>(2,096,816)</u>
<b>OTHER FINANCING SOURCES (USES)</b>	
Other Financing Sources	3,009,319
Total OTHER FINANCING SOURCES (USES)	<u>3,009,319</u>
<b>OPERATING TRANSFERS OUT</b>	
Other Outgo	1,010,520
Total OPERATING TRANSFERS OUT	<u>1,010,520</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	<u>(98,017)</u>
<b>FUND BALANCE</b>	
Fund balance, July 1	4,029,232
Current Balance	<u>\$ 3,931,215</u>