

**Yuba Community College District
Foundation Board Meeting
Minutes – 08/04/2021**

IN RESPONSE TO THE COVID-19 PANDEMIC AND ITS IMPACT ON PUBLIC MEETINGS UNDER THE BROWN ACT, ON MARCH 17, 2020, GOVERNOR NEWSOM SIGNED EXECUTIVE ORDER N-29-20 THAT SUSPENDS, ON AN EMERGENCY BASIS PURSUANT TO GOVERNMENT CODE 8571, CERTAIN PROVISIONS OF THE BROWN ACT'S GENERAL REQUIREMENTS FOR PUBLIC MEETINGS. ACCORDINGLY, THE REQUIREMENTS OF THE BROWN ACT REQUIRING THE PHYSICAL PRESENCE OF BOARD MEMBERS AT MEETINGS OF THE BOARD AND PROVIDING A PHYSICAL SPACE FOR MEMBERS OF THE PUBLIC TO OBSERVE AND PARTICIPATE HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE.

The Yuba Community College District Foundation Board met on Wednesday, August 4, 2021 its Regular Foundation Board Meeting.

Board Members Present via Zoom: Marcia Stranix, Eileen Schmidtbauer, Wayne Ginsburg, Sonja Lolland, Tawny Dotson, Artemio Pimentel, Dr. Houpis

Absent: John Cassidy, Jared Hastey, Richard Teagarden, Jessie Ortiz

Resource Members: Kathleen Miller, Jay Lowden, Angelica Munoz

Guest: None

1. Call to Order and Opening Items

Board President Ginsburg called the meeting to order at 3:01 PM, and reviewed the remote meeting protocols.

2. Approval of Agenda

Motion to approve the August 4, 2021 Foundation Board Agenda: Marcia Stranix; second by Eileen Final Resolution: Motion carries

Aye: Marcia Stranix, Eileen Schmidtbauer, Wayne Ginsburg, Sonja Lolland, Tawny Dotson, Artemio Pimentel, James Houpis

3. Approval of Minutes

It is recommended that the Foundation Board approve the Minutes of May 5, 2021 as presented.

Motion to approve: Eileen Schmidtbauer; Second by Sonja Lolland; Final Resolution: Motion carries

Aye: Marcia Stranix, Eileen Schmidtbauer, Wayne Ginsburg, Sonja Lolland, Tawny Dotson, Artemio Pimentel, James Houpis

4. Open Agenda and Public Comment - NONE

5. Consent Agenda

The Consent Agenda included: Acceptance of Contributions; Acceptance of Quarterly Warrants; Financials; Fund Account List with Balances; Newly Established Foundation Accounts

Motion to approve the Consent Agenda: Tawny Dotson; Second by Marcia Stranix; Final Resolution: Motion carries.

Aye: Marcia Stranix, Eileen Schmidtbauer, Wayne Ginsburg, Sonja Lolland, Tawny Dotson, Artemio Pimentel, James Houpis

6. Action Items

6.01 Board Policy 2.01 Investments

Mr. Lowden presented the proposed Investment Policy (FBP 2.0). The policy was prepared with input from the Foundation's Investment Advisor Aaron Schmokel. The Policy will outline Roles and Responsibilities, Principles, Policies, Goals and Objectives, asset allocation, and reporting. It also provides for frequency of reporting and how gifts of publicity traded securities to the fund will be handled. The last section covers spending and how the annual distribution of investment funds will be determined on an annual basis..

Motion to approve the Policy as presented: Tawny Dotson; Second by Sonja Lolland

Final Resolution: Motion carries.

Aye: Marcia Stranix, Eileen Schmidtbauer, Wayne Ginsburg, Sonja Lolland, Tawny Dotson, Artemio Pimentel, James Houpis

7. Information Items

7.01 Commensurate Benefits Report

The Master agreement between Yuba Community College District and the Foundation calls for an annual report of how the Foundation benefits the District. The report is based on expenses of the foundation. Last year the foundation spent \$311,000 (\$288,000 net benefit) to support the District. Majority of expenses were related to scholarships. Donated services from the District to the Foundation included office space, audit services and fiscal services support. The numbers presented are un-audited.

7.02 Quarterly Investment Report

Director Lowden gave a quick review of the Quarterly investment Report. During the most recent quarter the portfolio had a growth 4.48% growth, and for the past year the growth was 14.89%. \$56,900 was paid in advisor fees during the year which as approximately one-half of one percent.

7.03 Operating Plan Update

Director Lowden provided an update on the Operating Plan that was reviewed last summer. At that time some people thought it was aggressive. There were five sections to the plan, and not everything that was included in the plan was accomplished 5 areas to the plan. The Board self-assessment was completed, but there are still five openings for community members on the board. Moving forward we need to look at the leadership succession plan, some additional policies and procedures regarding gifts, and the transition of some fiscal records into colleague. The IRS status was taken care of. The website was update. The annual joint meeting with the District was cancelled. A new software program was implements to manage the scholarship process. Mr. Ginsburg asked if the new program will if it will help the reviewer. Mr. Lowden explained it would because they would only have to read the application once.

Contribution were minimally ahead of the previous year. \$318,000 (\$13,000) more than last year.

Dr. Pimentel feels there needs to be an increased emphasis on raising money. Feels we should tap into the energy people have around investing during COVID. Maybe the Foundation can develop some metrics. Dr. Dotson, has been conceptualizing a capital campaign for Yuba College. They have a lot of needs but not a lot of resources. It would be helpful to include that because they will need some support. Dr. Houpis suggested contract the work out to assist with the campaigns. Mr. Ginsberg feels it is important we get the volunteer positions on the Board filled.

8. Reports

8.01 Foundation President's Report.

Stressed the importance of filling the positions on the Board.

8.02 YCCD Board of Trustees Foundation Liaison Report

None

8.03 Woodland Community College Report-Dr. Pimentel

Getting ready to start the Fall semester and Convocation. Having a lot more in person courses. 30 percent in person. Plan for even more in the Spring. At WCC all in person classes will be required to wear a Facial Covering, but not in Colusa in Lake because there is no Mandate. All staff and student services are now working full five days a week on-site.

- 8.04 Yuba College Report
Working on Education Master Plan process. 50 percent of classes are in-person classes due to CTE classes. Not mandating mask if you are vaccinated. The College will use CDPH or CalOSHA Guidance to determine what to implement, whichever is stricter. They are communicating the importance of vaccinations. Athletics teams will start competing in the next two weeks. It is likely they will have to provide weekly COVID testing. Lots of facility improvements are being done on the Yuba Campus, including painting and prep work. The campus is a little messy now.
- 8.05 Chancellor's Report
Get what you give, importance of giving. Set an example. Will be donating \$7,000 to set the example. Will work with Jay on how to put best leverage that gift.
- 8.06 Foundation Director's Report
Jay met with Yuba alumni, Dr. Fred Smiley about establishing a scholarship endowment. The conversation has been ongoing since the summer of 2019. Fred stated his education on Yuba College, then Chico State and beyond. He retired in 2018 from Montana State. Jay will be going to San Francisco to finalize the detail with Dr. Smiley. He has also been working with others to set up other new scholarships
- 8.06 Next Regularly Scheduled Meeting will be Wednesday November 3rd, 2021
- 9.0 Adjournment**
The meeting adjourned at 4:12p.m.