

**Yuba Community College District Foundation Board
Minutes of the August 7, 2019 Regular Foundation Board Meeting**

The Yuba Community College District Foundation Board met on Wednesday, August 7, 2019 for a Regular Foundation Board Meeting at the YCCD Board Room, room 201 & 202, 425 Plumas Blvd., Yuba City, CA 95991; Woodland Community College, 2300 E. Gibson Rd., Woodland, CA 95776, Room 114; Yuba College, 2088 North Beale Rd., Marysville, CA 95901, Room 4; Lake County Campus, 15880 Dam Road Ext., Clearlake, CA 95422, Room 115. Conference Call: 669-900-6833.

Board Members Present: Richard Teagarden (District Office), Marcia Stranix (District Office), Eileen Schmidtbauer (District Office), Lynn Jepsen (District Office), Wayne Ginsburg (District Office), Jared Hastey (District Office)

Board Members Present by phone/Teleconference: Douglas Houston (conference call), GH Javaheripour (Yuba College), Artemio Pimentel (Woodland Community College), Jessie Ortiz (conference call),

Absent: John Cassidy

Resource Members: Mazie Brewington (Vice Chancellor), Katy Miller (Accounting Assistant), Angelica Munoz (Recorder), Jay Lowden (YCCD Foundation Director)

Guests: Darleen Grey (WCC Committee)

1. Call To Order and Opening Items

1.01 Meeting Reminder: Please Mute or Turn Off Cell Phones

1.02 Call to Order

Board President Ginsburg called the meeting to order at 3:02 PM

2. Approval of Agenda

2.01 Approval of Agenda

It was recommended that the Foundation Board approve the August 7, 2019 meeting agenda.

Motion by: Jessie Ortiz, second: Lynn Jepsen

Final Resolution: Motion Carries

Aye: Marcia Stranix, Eileen Schmidtbauer, Richard Teagarden, Lynn Jepsen, Douglas Houston, GH Javaheripour, Wayne Ginsburg, Jared Hastey, Artemio Pimentel, Jessie Ortiz

3. Approval of Minutes

3.01 Approval of Minutes

It was recommended that the Foundation Board approve the Minutes of the May 1, 2019 Foundation Board Meeting as presented.

Motion by Richard Teagarden, second by Eileen Schmidtbauer.

Final Resolution: Motion Carries

Aye: Marcia Stranix, Eileen Schmidtbauer, Richard Teagarden, Lynn Jepsen, Douglas Houston, GH Javaheripour, Wayne Ginsburg, Jared Hastey, Artemio Pimentel, Jessie Ortiz

4. Open Agenda and Public Comment

4.01 Open Agenda and Public Comment

None

5. Consent Agenda-

It was recommended that the Foundation Board approve the Consent Agenda as presented.

Motion by Jared Hastey, second by Marcia Stranix

Final Resolution: Motion Carries

Aye: Marcia Stranix, Eileen Schmidtbauer, Richard Teagarden, Lynn Jepsen, Douglas Houston, GH Javaheripour, Wayne Ginsburg, Jared Hastey, Artemio Pimentel, Jessie Ortiz

- 5.01 Acceptance of Calendar
- 5.02 Acceptance of Donations
- 5.03 Acceptance of Quarterly Warrants
- 5.04 Newly Established Foundation Accounts (couple of new ones)
- 5.05 Acceptance of Financial Reports as of June 30
- 5.06 Acceptance of Fund Account List with Balances

Ms. Stranix questioned the fund account balance and if they were going to review small accounts. Ms. Miller explained they had combined accounts and that they would go through them again. Some of the reports have been reorganized and were now grouped by purpose or contribution and campus.

6. Action

6.01 Current Foundation Board Policies and Administrative Procedures

It was recommended that the Foundation Board of Directors approve the Foundation Board policies and administrative procedures as presented: FBP 7.01 Alumni of the Year; FBP 8.01 Naming Guidelines and Opportunities; FBP & FAP 9.01 Student Emergency Relief Funds; and FBP & FAP 10.01 Student Scholarship Funds.

Motion by: Jessie Ortiz, second: Marcia Stranix

Aye: Marcia Stranix, Eileen Schmidtbauer, Richard Teagarden, Lynn Jepsen, Douglas Houston, GH Javaheripour, Wayne Ginsburg, Jared Hastey, Artemio Pimentel, Jessie Ortiz

Ms. Schmidtbauer mentioned 8.01 and the naming guidelines. She stated that the AP is being revised and that they should remove it and possibly add it back after it has been approved. President Ginsburg suggested adding contingency language in so that it would be added back in later.

Trustee Ortiz raised a question to 7.01 and wanted to make sure everyone was clear on the criteria language that related to the Alumni of The Year, and graduating from Yuba or Woodland. He stated that with this language a person could qualify by attending another school, obtain 50 or more units, then come to Yuba or Woodland Community College, obtain 12 units and graduate. Richard Teagarden commented that there are committees in place to take this type of information into consideration. President Ginsburg agreed that there were processes in place to help with this selection.

7. Information

7.01 Foundation Board Policies and Administrative Procedures

The following Foundation Board administrative procedures were presented for a first reading at the first reading to the Board in the attached file for review and discussion.

- FAP 7.01_Alumni of the Year Award
- FAP 8.01_Naming Guidelines and Opportunities
- FAP 1.01_Gift Acceptance
- FBP 2.01_Investments

Ms. Schmidtbauer had a question on FAP Alumni of the Year and the reason for the removal of "or its committees". She asked what was the rationale. Mr. Lowden asked if to be on a Board of Trustee committee you must be a Trustee. Do we want community members to participate? Chancellor Houston commented that no community members participate in any of the committees. Ms. Schmidtbauer mentioned the Retirement Board of Authority.

Ms. Stranix asked if it was necessary that committee members cannot be recognized. Trustee Teagarden mentioned that he had received the recognition/award at one time but he was not a trustee at that time. Chancellor Houston stated that he could be inclined not to exclude them for this consideration. Ms. Schmidtbauer suggestion taking out the work "former".

Mr. Lowden will bring it back for approval in November.

7.02 Foundation Branding

President Ginsburg was excited about branding and the website. Mr. Lowden went over the initial work related to branding. He mentioned that the current name “Yuba Community College District Foundation” has been causing confusion on campuses, other than Yuba College. When a donor from the community would like to donate to Woodland they want to be sure the funds are going to Woodland Community College. He proposed rebranding to help clear up any confusion and keep things consistent throughout the district. Legally donors give to the Yuba Community College District Foundation, but it is proposed that we create some primary funds so they can select one, i.e. the Woodland Fund, Lake Fund, Beale Fun and Yuba Fund. President Ginsburg like the idea and agreed that Yuba Community College District Foundation does not say much, certainly not in Woodland and imagines that the other campuses or sites would feel the same. The branding work is in early stages and will be shared with numerous groups for input over the next few months.

Ms. Stranix asked what happened to the district looking into branding for each college. Trustee Teagarden believed it has never finalized. Trustee Teagarden also asked if there would be a Board for each fund. Mr. Lowden explained that the legal board is the Foundation Board of Directors, but each college would have an advisory committee. It would all tie back to the foundation. Ms. Stranix likes the idea, and does not mind donating but does like to know where and to whom she is donating too. Trustee Teagarden mentioned that he is just thinking about the relationships and other subcommittees. He wants to make sure the authorities still lie with the Foundation Board. President Ginsburg pointed out that the Board is made up of representatives from each area to make sure each site gets what they need. Mr. Lowden stated that in the Bylaws Advisory Committees are mentioned and they can provide advice and recommendations to the Board, but do not have the authority of the board or any final decision making, unless delegated by the board.

President Ginsburg recommended they review suggestions and send feedback to Mr. Lowden before the next meeting so that he could bring the items back for action.

7.03 Combining AAUW & Yuba City Women’s Club Funds

Mr. Lowden recommended that the scholarship funds of the American Association of University Women (AAUW) and the Yuba City Women’s Club be combined with AAUW overseeing future selection of scholarship recipients. This has come from a request by AAUW, which has been overseeing the YC Women’s Club scholarship for a number of years. The AAUW fund is not endowed, but the YC Women’s Club account is. The recommendation is that the combined account remain endowed.

Mr. Lowden has met with AAUW leadership. The Yuba City Women’s Club no longer exist.

7.04 Website and Online Giving

Jay presented the initial concept for a new website for discussion.

President Ginsburg asked if the webmaster would be our IT people. Who will maintain it? Mr. Lowden explained it is currently being discussed and it will depend on the MOU.

7.05 IRS Status

Mr. Lowden went over the Foundations current IRS status and explained that there have been some issues on the status, particularly being classified as a 509(a)(3) organization. We are working to change sub status to 509(a)(1) status which will allow the Foundation to accept a wider range of gift options and expand engagement with donors.

Ms. Jepsen asked if the Foundation could be a public charity. Mr. Lowden explained that we are a 501(c)(3) organization, and that our sub-status is 509(a)(3) which means we are a supporting organization for a single entity, and that entity is the district. While we could eliminate the sub-status, it is not recommended, and it would “disconnect” us from the District. Chancellor Houston explained that under the Education Code that might not even be allowable.

8. Reports

8.01 Foundation President's Report

No report.

8.02 YCCD Board of Trustees – Foundation Liaison Reports

Trustee Teagarden had no report, but wanted to mention the need for an upcoming joint meeting and stated that there should be an agenda if they are going to meet.

Trustee Ortiz had no report, but mention that the Yuba Community College District was awarded funding for the new Performing Arts and Culinary building at Woodland Community College.

8.03 Chancellor's Report

Chancellor Houston mentioned that his monthly newsletters letters were attached, but he wanted to point out of few highlights, Convocation for the District was yesterday and the budget/funding for the culinary and performing arts building Woodland Community College was approved. The District received 18 million in State funds, to be combined with 26 million in bond funds,

Funding for 2nd year of promise program was approved.

Both colleges are working on Guided Pathways, also massive reform on development education, directly placing students in college level course based on High School GPA.

8.04 Yuba College, Sutter County Center and Beale AFB Reports

Alumni and Friends, worked on a recognition plaque for the Huckins Totem Pole that was donated in 1981. The Vietnam Moving Wall will be on campus in September, with a formal presentation on September 13, 2019. Last time it was in this area was 12 years ago in Chico.

8.05 Woodland Community College/Lake County Campus/Colusa County Campus Report

Two big events. Convocation will be on Wednesday, September 14, 2019. The focus will be guided pathways and reducing barriers for students. Equity and student success will also be a conversation.

Woodland is focusing on the first day of school, developing an enrollment management plan and launching a media marketing campaign. The have created a workgroup on the timeline for the new building.

8.06 Foundation Director's Report

On September 18, 2019 the Foundation will host a Welcome to Woodland for Dr. Pimentel. Mr. Lowden presented a timeline for the next 12 months.

8.07 Next Regularly Scheduled Meeting of the Foundation Board – Wednesday, November 6, 2019 at 3:00 PM in the YCCD Board Room.

9. Adjournment

9.01 Adjournment

President Ginsburg adjourned the meeting at 4:26PM