

Wednesday, February 5, 2020

Yuba Community College District Foundation Regular Board Meeting

REGULAR BOARD MEETING

TIME: 3:00 PM

LOCATION: Yuba Community College District Board Room, 425 Plumas Blvd., Yuba City, CA 95991; Woodland Community College, 2300 E. Gibson Rd., Woodland, CA 95776, Room 113; Yuba College, 2088 North Beale Rd., Marysville, CA 95901, Room 4; Lake County Campus, 15880 Dam Road Ext., Clearlake, CA 95422, Room 908. Conference Call: 1-669-900-6833; Meeting ID: 249314392# or 1-646-876-9923; Meeting ID: 249314392#

Persons wishing to address the Board should complete a request card and submit it to the Recorder at the beginning of the meeting.

Agendas also available at: <http://www.boarddocs.com/ca/yccd/Board.nsf>

## 1. Call to Order and Opening Items

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Subject : 1.01 Meeting Reminder: Please Mute or Turn Off Cell Phones

Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 1. Call to Order and Opening Items

Access : Public

Type : Procedural

## Public Content

Please take a moment to mute or turn off your cell phone at this time.

Subject : 1.02 Call to Order

Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 1. Call to Order and Opening Items

Access : Public

Type : Procedural

## Public Content

The Foundation Board President will call the meeting to order.

## 2. Approval of Agenda

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Subject : 2.01 Approval of Agenda

Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 2. Approval of Agenda

Access : Public

Type : Action

Recommended Action : It is recommended that the Foundation Board approve the February 5, 2020 Agenda as presented.

### 3. Approval of Minutes

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Subject : 3.01 Approval of Minutes  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 3. Approval of Minutes  
Access : Public  
Type : Action (Consent)  
Recommended Action : It is recommended that the Foundation Board approve the minutes from the November 6, 2019 Foundation Regular Board Meeting as presented.

### File Attachments

[Minutes - November 6 2019..pdf \(243 KB\)](#)

### Consent

All items on the Consent Agenda will be taken by the Foundation Board in one motion, without discussion unless it is requested by a member of the Foundation Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

### 4. Open Agenda and Public Comment

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Subject : 4.01 Open Agenda and Public Comment  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 4. Open Agenda and Public Comment  
Access : Public  
Type : Information

## Public Content

The Foundation Board President will call for public comment at this time.

### 5. Consent

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Subject : 5.01 Consent Calendar  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 5. Consent  
Access : Public  
Type : Action (Consent)

Recommended Action : It is recommended that the Foundation Board approve the Consent Agenda as presented.

## Consent

All items on the Consent Agenda will be taken by the Foundation Board in one motion, without discussion unless it is requested by a member of the Foundation Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

Subject : 5.02 Acceptance of Contributions  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 5. Consent  
Access : Public  
Type : Action (Consent)  
Recommended Action : It is recommended that the Foundation Board approve the Acceptance of Donations as presented.

## File Attachments

[Giving Report Fiscal Year 2020 Quarter 2.pdf \(56 KB\)](#)  
[Non-Cash Gifts Fiscal Year 2020 Quarter 2.pdf \(820 KB\)](#)

## Consent

All items on the Consent Agenda will be taken by the Foundation Board in one motion, without discussion unless it is requested by a member of the Foundation Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

Subject : 5.03 Acceptance of Quarterly Warrants  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 5. Consent  
Access : Public  
Type : Action (Consent)  
Recommended Action : It is recommended that the Foundation Board accept the Quarterly Warrants as presented.

## File Attachments

[Check Register Fiscal Year 2020 Quarter 2.pdf \(18 KB\)](#)

## Consent

All items on the Consent Agenda will be taken by the Foundation Board in one motion, without discussion unless it is requested by a member of the Foundation Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

Subject : 5.04 Newly Established Foundation Accounts

Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 5. Consent

Access : Public

Type : Action (Consent)

Recommended Action : It is recommended that the Foundation Board approve the Newly Established Foundation Accounts as presented.

## File Attachments

[New Accounts List 12-31-19.pdf \(19 KB\)](#)

## Consent

All items on the Consent Agenda will be taken by the Foundation Board in one motion, without discussion unless it is requested by a member of the Foundation Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

Subject : 5.05 Financials

Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 5. Consent

Access : Public

Type : Action (Consent)

Recommended Action : It is recommended that the Foundation Board approve the Financials as presented.

## File Attachments

[Statement of Financial Position 2020 2nd Quarter.pdf \(34 KB\)](#)  
[Statement of Activities 2020 2nd Quarter.pdf \(38 KB\)](#)

## Consent

All items on the Consent Agenda will be taken by the Foundation Board in one motion, without discussion unless it is requested by a member of the Foundation Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

Subject : 5.06 Fund Account List with Balances

Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 5. Consent

Access : Public

Type : Action (Consent)

Recommended Action : It is recommended that the Foundation Board approve the Fund Account List with Balances as presented.

## File Attachments

[Account List with Balances 12-31-19.pdf \(21 KB\)](#)

## Consent

All items on the Consent Agenda will be taken by the Foundation Board in one motion, without discussion unless it is requested by a member of the Foundation Board that specific items be removed from the Consent Calendar for discussion. In that case the item(s) will be considered immediately following the Consent Calendar and acted upon separately.

## 6. Action

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Subject :	6.01 Foundation Administrative Procedures 7.01 Alumni of the Year
Meeting :	Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting
Category :	6. Action
Access :	Public
Type :	Action
Recommended Action :	It is recommended that the Foundation Board approve the revision to Foundation Administrative Procedure 7.01 Alumni of the Year.

## Public Content

### Background:

Foundation Administrative Procedure 7.01 was presented for approval at the November 6, 2019 meeting. The item was one of four Foundation Board Policies and Foundation Administrative Procedures that were on the agenda for approval. The item was removed from the motion for approval with the understanding that item FAP 7.01 Alumni of the Year would be brought back for approval at the February 2020 meeting with the word graduate changed to the word former in the opening paragraph of the procedure.

### Status and Analysis:

The following Foundation Administrative Procedures were presented for a first reading at the November 6, 2019 Board meeting. It is being brought back for Action by the Foundation Board of Directors.

FAP 7.01 Alumni of the Year Award

\*Key: FAP - Foundation Administrative Procedure

## File Attachments

[FAP 7.01 Alumni of Year - 01.27.2020.pdf \(56 KB\)](#)

Subject :	6.02 Reaffirm Foundation Board of Directors
Meeting :	Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting
Category :	6. Action

Access : Public  
Type : Action  
Recommended Action : It is recommended that the Foundation Board of Directors reaffirm its membership.

## Public Content

### **Background:**

As per Foundation Board Bylaws, Article V, Section 3: Appointments:Term of Office; Term Limits.At each annual meeting, the Board shall nominate and appoint directors to available at large positions by majority vote.The term of office of each director shall be three (3) years and until a successor has been elected and qualified.The terms of directors may be staggered using any reasonable method.There shall be no limit on the number of terms a director may serve if he or she remains qualified and appointed to the Board.

### **Current membership status:**

Wayne Ginsburg, Installed 2002

John Cassidy, Installed 2003

Douglas Houston, Installed 2011

Lynn Jepsen, Installed 2013

Marcia Stranix, Installed 2014

Richard Teagarden, Installed 2014

G.H. Javaheripour, Installed 2015

Eileen Schmidtbauer, Installed 2018

Jared Hastey, Installed 2018

Jesse Ortiz, Installed 2019

Art Pimentel, Installed 2019

Sonja Lolland, Installed 2019

Subject : 6.03 Copy of Election of Officers for the Foundation Board of Directors for 2020  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 6. Action  
Access : Public  
Type : Action  
Recommended Action : It is recommended that the Foundation Board of

# Public Content

## Background:

As per Foundation Board Bylaws, Article VI, Sections 1-6:

Section 1. Officers of the Corporation. The elected officers of the Foundation shall be President, Secretary, and Treasurer. All officers must be directors.

Section 2. Election of Officers. The elected officers of the Foundation shall be elected by and from among the directors at the annual Board meeting.

Section 3. Terms of Office; Term Limits. Officers shall serve at the pleasure of the Board for one-year terms. There is no limit on the number of terms an officer shall serve if he or she is a director and continues to be elected to an officer position by the Board.

Section 4. Removal of Officers. Any elected officer may be removed at any time, with or without cause, by a majority vote of all the other directors on the Board.

Section 5. Resignation of Officers. An officer may resign at any time by giving written notice to the President. The resignation shall take effect as of the date the notice is received or at any later time specified in the notice and, unless otherwise specified in the notice, the resignation need not be accepted to be effective.

Section 6. Vacancies in Office. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled by a majority vote of the directors present at any annual or special meeting of the Board where a quorum is present. The individual filling a vacant officer position shall serve until the end of the term of the officer whose vacancy he or she is filling.

## Current status of officers:

President - Wayne Ginsburg, 2016 to present

Secretary - Marcia Stranix, 2014 to present

Treasurer - Lynn Jepsen, 2016 to present

## 7. Information

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Subject :	7.01 2018 - 2019 Financial Audit
Meeting :	Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting
Category :	7. Information
Access :	Public
Type :	Information, Presentation

# Public Content

## Background:

The Foundation's Annual Financial Audit was conducted by the independent audit firm of Cossolias Wilson Dominguez Leavitt (CWDL). The report is made available to the Foundation Board of Directors for review and comment. There were no audit findings. Ben Leavitt from CWDL will present the audit to the Foundation prior to discussion.

**Status and Analysis:**

This item is procedural.

**File Attachments**

[Yuba Foundation Audit Report June 30, 2019 - Electronic.pdf \(989 KB\)](#)

Subject :	7.02 Master Agreement between Yuba Community College District and Yuba Community College District Foundation
Meeting :	Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting
Category :	7. Information
Access :	Public
Type :	Discussion, Information

**Public Content**

**Background:**

The Yuba Community College District Foundation was organized and incorporated in October 1972. The Foundation is a recognized as tax-exempt under section 501(c)(3) of the Internal Revenue Code. The IRS has not classified the Foundation as a private foundation, but as a 509(a)(3) supporting organization.

The District wishes to designate the Foundation as an auxiliary organization pursuant to Education Code section 72670, et seq., and section 59250, et seq., of Title 5 of the California Code of Regulations. The Board of Trustees of the District has adopted Board Policy and Administrative Procedure 3600, which requires that all auxiliary organizations enter into a written agreement with the District.

The purpose of the proposed agreement between the Foundation and the District is to fulfill the Districts policies and regulations regarding auxiliary organizations.

The current Master Agreement between the Foundation and the District is more than 10 years old. The last Agreement was approved by the Foundation Board of Directors in January 2008. We have not been able to locatedocumentation indicating that that Agreement was ever approved by the Governing Board of the District.

The proposed agreement has been reviewed twice by the Foundation Task Force in October 2019, by the Foundation Board in November 2019, again by the Task Force in December 2019, and lastly by both the Foundation Board and the Governing Board of the District at a Joint Meeting on January 9, 2020.

The attached Master Agreement by and between the Yuba Community College District and the Yuba Community College District Foundation is presented for a First Reading review by the Foundation Board of Directors.

**Status and Analysis:**

**For Board Consideration / Discussion:**

## File Attachments

[Master Agmnt 01.27.2020.pdf \(171 KB\)](#)

Subject : 7.03 Scholarship Process - Part 1  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 7. Information  
Access : Public  
Type : Information

## Public Content

### Background:

The funding and awarding of scholarships is a major function of the YCCD Foundation. There are 102 current scholarship funds in the Foundation of which 9 have a zero balance. of the 102 Funds, 35 of them are permanently endowed. These 102 funds will provide the funding for approximately 200 individual scholarships in 2020-21.

director Lowden will provide a brief presentation on what governs the scholarship process of the Foundation, and how Foundation Scholarships are created.

## File Attachments

[Scholarships Part One 2.5.2020.pdf \(480 KB\)](#)

## 8. Reports

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Subject : 8.01 Foundation President's Report  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 8. Reports  
Access : Public  
Type : Report

## Public Content

The President of the Foundation Board will present a status update.

Subject : 8.02 YCCD Board of Trustees - Foundation Liaison Reports  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 8. Reports  
Access : Public  
Type : Report

# Public Content

## Background:

YCCD Board of Trustees Liaisons to the Foundation Board will report.

Subject : 8.03 Chancellor's Report  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 8. Reports  
Access : Public  
Type : Report

# Public Content

The Chancellor's monthly newsletters are attached.

## File Attachments

[11.14.19 Chancellor's News.pdf \(236 KB\)](#)

[12.19.19 Chancellor's News.pdf \(291 KB\)](#)

Subject : 8.04 Yuba College Report  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 8. Reports  
Access : Public  
Type : Report

# Public Content

Dr. GH Javaheripour, President of Yuba College, will present a status update.

Subject : 8.05 Woodland Community College Report  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 8. Reports  
Access : Public  
Type : Report

# Public Content

Dr. Art Pimentel, President of Woodland Community College, will present a status update.

Subject : 8.06 Next Regularly Scheduled Meeting  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 8. Reports  
Access : Public  
Type : Information

## Public Content

The next Foundation Board of Directors meeting is scheduled on **May 6, 2020 at 3:00 p.m.**

Remaining meetings for 2020 are: May 6, August 5, and November 4. All meetings are scheduled for 3:00 to 5:00 pm at the District Office.

Subject : 8.07 Foundation Director's Report  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 8. Reports  
Access : Public  
Type : Report

## Public Content

Thomas Lowden, Director of the Foundation will present a status update to the Foundation Board of Directors.

### File Attachments

[Foundation Director Report 2-5-20.pdf \(155 KB\)](#)

## 9. Adjournment

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Subject : 9.01 Adjournment  
Meeting : Feb 5, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 9. Adjournment  
Access : Public  
Type : Procedural