

Wednesday, May 1, 2019

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 114; Yuba College, 2088 North Beale Rd., Marysville, CA 95901, Room 4; Lake County Campus, 15880 Dam Road Ext., Clearlake, CA 95422, Room 115.

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 : May 1, 2019 - 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 : May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting

Category : 1. Call to Order and Opening Items

Access : Public

Type : Procedural

## Public Content

### Background:

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 : May 1, 2019 - 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 May 1, 2019 Agenda as presented.

### 3. Approval of Minutes

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Subject : 3.01 Approval of Minutes  
Meeting : May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting  
Category : 3. Approval of Minutes  
Access : Public  
Type : Action  
Recommended Action : It is recommended that the Foundation Board approve the minutes from the February 6, 2019 Foundation Regular Board Meeting as presented.

#### File Attachments

[Foundation Board Meeting - February 6 2019 Minutes - DRAFT.pdf \(195 KB\)](#)

### 4. Open Agenda and Public Comment

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Subject : 4.01 Open Agenda and Public Comment  
Meeting : May 1, 2019 - 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 : May 1, 2019 - 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 Transfer of Non-Cash Gifts  
Meeting : May 1, 2019 - 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 Transfer of Non-Cash Gifts as presented.

## File Attachments

[2019-3 Non-Cash Gifts.pdf \(1,008 KB\)](#)

## 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 Donations  
Meeting : May 1, 2019 - 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

[2019-3 Donor Report by Program.pdf \(28 KB\)](#)

## 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 Acceptance of Quarterly Warrants  
Meeting : May 1, 2019 - 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 - Quarter 3 - Fiscal Year 2019.pdf \(16 KB\)](#)  
[Warrant Detail - Quarter 3 - Fiscal Year 2019.pdf \(28 KB\)](#)

## 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 Newly Established Foundation Accounts  
Meeting : May 1, 2019 - 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 03-31-19.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 : 5.06 Acceptance of Financial Reports  
Meeting : May 1, 2019 - 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 Financial Reports as presented.

## File Attachments

[Statement of Activities 2019 3rd Quarter.pdf \(39 KB\)](#)  
[Statement of Financial Position 2019 3rd Quarter.pdf \(35 KB\)](#)  
[Account List with Balances 03-31-19.pdf \(26 KB\)](#)

## 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 Current Foundation Board Policies and Administrative Procedures
Meeting :	May 1, 2019 - 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 the current Foundation Board policies and administrative procedures.

## Public Content

### Background:

Adopted and approved Foundation Board policies and administrative procedures are migrated into the repository, BoardDocs.

### Status and Analysis:

Current Foundation Board policies and administrative procedures have been reviewed and meet the mission of the Foundation Board of Directors. It is recommended that the Foundation Board of Directors reaffirm the current Foundation Board policies and administrative procedures.

FBP-FAP 1.01\_Gift Acceptance

FBP-FAP 2.01\_Investments

FBP-FAP 3.01\_Conflict of Interest Statement

FBP-FAP 4.01\_Whistleblower Protection

FBP 5.01\_Alcoholic Beverages

FBP-FAP 6.01\_Records Retention and Destruction

\*Key: FBP - Foundation Board Policy

FAP - Foundation Administrative Procedure

### For Board Consideration / Discussion:

How does this action achieve the District/College Mission, Vision and Values and support Student Learning?

## File Attachments

[FBP-FAP 1.01\\_Gift Acceptance.pdf \(63 KB\)](#)

[FBP-FAP 2.01\\_Investments.pdf \(101 KB\)](#)

[FBP-FAP 3.01\\_Conflict of Interest.pdf \(502 KB\)](#)

[FBP-FAP 4.01\\_Whistleblower Protection.pdf \(110 KB\)](#)

[FBP 5.01\\_Alcoholic Beverages.pdf \(63 KB\)](#)

[FBP-FAP 6.01\\_Records Retention and Destruction.pdf \(263 KB\)](#)

## 7. Information

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Subject :	7.01 Introduction of the New Director for the Foundation
Meeting :	May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting
Category :	7. Information
Access :	Public
Type :	Information

## Public Content

### **Background:**

At the August 1, 2018 Foundation Board of Directors meeting, the Foundation Board granted Dr. Houston, Chancellor YCCD, the authority to recruit and hire a new Director for the Foundation.

### **Status and Analysis:**

Yuba Community College District has hired Mr. Jay Lowden as the new Foundation Director through an external recruitment process.

### **For Board Consideration / Discussion:**

How does this action achieve the District/College Mission, Vision and Values and support Student Learning?

A Foundation Director will help tell the District's story which connects donors to the District's mission and garner direct resources in support of student learning.

Subject :	7.02 Proposed Foundation Board Policies and Administrative Procedures
Meeting :	May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting
Category :	7. Information
Access :	Public
Type :	Discussion, Information

## Public Content

### **Background:**

Proposed Foundation Board policies and administrative procedures are drafted and pending review and finalization by the Foundation Board of Directors.

**Status and Analysis:**

Listed below are the proposed Foundation Board policies and administrative procedures discussed at the February 6, 2019 Foundation Board of Directors meeting. They are attached for review, consideration and discussion.

FBP-FAP 7.01\_Alumni of the Year Award

FBP-FAP 8.01\_Naming Guidelines and Opportunities

FBP-FAP 9.01\_Student Emergency Relief Funds

FBP-FAP 10.01\_Student Scholarship Funds

\*Key: FBP - Foundation Board Policy

FAP - Foundation Administrative Procedure

**For Board Consideration / Discussion:**

How does this action achieve the District/College Mission, Vision and Values and support Student Learning?

**File Attachments**

[FBP-FAP 7.01\\_Alumni of the Year Award.pdf \(112 KB\)](#)

[FBP-FAP 8.01\\_Naming Guidelines and Opportunities.pdf \(216 KB\)](#)

[FBP-FAP 9.01\\_Student Emergency Relief Funds.pdf \(109 KB\)](#)

[FBP-FAP 10.01-Student Scholarship Funds.pdf \(112 KB\)](#)

Subject :	7.03 Update on Opportunity Draw of Refurbished 1969 Ford Mustang Coup
Meeting :	May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting
Category :	7. Information
Access :	Public
Type :	Discussion, Information

**Public Content**

**Background:**

At the May 16, 2018 Foundation Special Board Meeting, the Foundation Board approved purchase of a 1969 Ford Mustang Coup from Yuba Community College District. The Foundation Board also approved an opportunity drawing for this same vehicle. The request was defined as:

**Purchase:** This action supports the Board's Vision Statement in general and items 1, 3, and 5 in particular:

1. Providing an innovative, world-class learning environment;
2. Building and maintaining an atmosphere of trust within the college district and with our communities;
3. Developing and maintaining programs and facilities that best meet the needs of our students and communities;
4. Stewarding resources strategically to meet the diverse needs of our communities and region;

5. Providing educational, economic, cultural, and civic leadership for our communities and region.

**Opportunity Draw:** This action supports the Foundation Board's Strategic Goals I & IV as follows:

Goal 1: Long Range Planning (3, 5, 6 & 7)

- Establish major, innovative fundraising priorities while defining strategies for annual giving, major giving, corporate and foundation giving, and planned giving in a balanced and assertive approach.
- Recognize the centrality of alumni to the resource development efforts of higher education through identification, education and involvement of these individuals in all aspects of our external mission.
- Establish goal-driven, strategic events for the purposes of building a support base for the colleges. These should prioritize the participation of alumni, retirees, friends and related prospects.
- Develop a marketing plan that recognizes our target audiences, considers a balanced approach to the usage of website, portal, traditional media, social media, print media, and involves institutional leadership in community roles.

Goal IV: Special Projects (1)

- Provide support, where feasible, to situational priorities recommended by members of the YCCD community. Use such projects to improve image and build relationships in our various communities.

### **Status and Analysis:**

The Foundation purchased the vehicle from Yuba Community College District. An update and status on the Opportunity Draw will be provided by Yuba College.

### **For Board Consideration / Discussion:**

How does this action achieve the District/College Mission, Vision and Values and support Student Learning?

Subject :	7.04 2019-2020 Foundation Scholarship Committee Report
Meeting :	May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting
Category :	7. Information
Access :	Public
Type :	

## **Public Content**

### **Background:**

At the February 6, 2019 Foundation Board meeting, the 2019-2020 Foundation Scholarship Committee was formed and advised of the Foundation scholarship award process and deadlines. The Foundation Board requests that an update be given from committee members on this process.

### **Status and Analysis:**

An update on the review and recommendations of the Scholarship Committee will be presented to the Board.

### **For Board Consideration / Discussion:**

How does this action achieve the District/College Mission, Vision and Values and support Student Learning?

The Yuba Community College District vision statement states, "YCCD provides students with an innovative, world-class learning environment. Students applying and awarded Foundation scholarship funds will benefit by attending college and will receive a rewarding, high quality degree or certificate in lower division arts and sciences, vocational or occupational fields as well as business-focused training for economic development."

## 8. Reports

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Subject :	8.01 Foundation President's Report
Meeting :	May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting
Category :	8. Reports
Access :	Public
Type :	Report

## Public Content

### Background:

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

Subject :	8.02 YCCD Board of Trustees - Foundation Liaison Reports
Meeting :	May 1, 2019 - 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 :	May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting
Category :	8. Reports
Access :	Public
Type :	Report

## Public Content

**Background:**

The Chancellor's monthly newsletters are attached.

**File Attachments**

[02.14.2019 Chancellor's News.pdf \(585 KB\)](#)

[03.14.2019 Chancellor's News.pdf \(419 KB\)](#)

[04.11.2019 Chancellor's News.pdf \(539 KB\)](#)

Subject : 8.04 Yuba College, Sutter County Center and Beale AFB Reports

Meeting : May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting

Category : 8. Reports

Access : Public

Type : Report

**Public Content**

**Background:**

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

Subject : 8.05 Woodland Community College, Lake County Campus and Colusa County Campus Reports

Meeting : May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting

Category : 8. Reports

Access : Public

Type : Report

**Public Content**

**Background:**

Dr. Michael White, President of Woodland Community College, will present a status update.

Subject : 8.06 Next Regularly Scheduled Meeting

Meeting : May 1, 2019 - 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 August 7, 2019 at 3:00 p.m.

## 9. Adjournment

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Subject :	9.01 Adjournment
Meeting :	May 1, 2019 - Yuba Community College District Foundation Regular Board Meeting
Category :	9. Adjournment
Access :	Public
Type :	Procedural