

Wednesday, May 5, 2021

Yuba Community College District Foundation Regular Board Meeting

REGULAR BOARD MEETING

TIME: 3:00 PM

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.

Consistent with the foregoing, this YCCD Foundation Board Meeting is being held as a virtual meeting.

To join this meeting, from your computer or telephone, please use this information:

Zoom Link: <https://cccconfer.zoom.us/j/94563142360>

Zoom Call-In Numbers: +1 669 900 6833 (US Toll)

Zoom Meeting ID: 945 6314 2360

To join via the internet, click on the link above and follow all prompts to run the Zoom software. We recommend you begin this process at least 15 minutes prior to the start of the Board Meeting. Once you have successfully joined the meeting, you will be placed in the waiting room until the meeting begins.

Only the Board Members and individuals presenting information or action items will have audio & video capability.

PUBLIC COMMENTS

The Yuba Community College District Foundation Board welcomes public comment on issues within the jurisdiction of the foundation.

In order to equitably facilitate public comments:

Members of the public joining online are encouraged to use the "Raise Your Hand" button on your screen. Members of the public joining on the phone are encouraged to press *9. This action will place the member of the public in the queue for public comment. The Board President will call you by name or last four digits of your phone number and you will be unmuted when it is your turn to comment.

Members of the public who choose not to observe the Yuba Community College District Foundation Board Meeting but wish to comment on a specific agenda item, are encouraged to please submit a comment online at <https://apps.yccd.edu/Board/> by 5:00 PM on the day prior to the meeting. Comments submitted online will be read aloud and placed into the record of the meeting.

If you are unable to send comments online, please call 530-740-1703 and leave a message by 5:00 PM the day prior to the meeting and someone will return your call.

Per YCCD Policy 2350, five minutes may be allotted to each speaker with a maximum of 20 minutes per subject. No action or discussion shall be undertaken on any public comments except that members of the Board or its staff may briefly respond to or ask a question for clarification regarding statements made or questions posed by persons addressing the Board under this agenda item.

Persons with disabilities needing assistance such as listening devices or other accommodations, please notify the Foundation Office at 530-740-1703 at least 72 hours prior to the meeting so arrangements can be made.

1. Call to Order and Opening Items

Subject :

1.01 Meeting Reminder: Please Mute or Turn Off Cell Phones

Meeting : May 5, 2021 - 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 5, 2021 - 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.

Subject : 1.03 Remote Meeting Protocols
Meeting : May 5, 2021 - Yuba Community College District Foundation Regular Board Meeting
Category : 1. Call to Order and Opening Items
Access : Public
Type : Information

Public Content

Background

Virtual meeting protocols are slightly different from conducting a meeting with everyone in the same space. The Board President will provide a quick overview of the process that will be used for operating the meeting such as, including muting, conducting votes, and how to be recognized by the chair.

Status and Analysis:

For Board Consideration / Discussion:

2. Approval of Agenda

Subject : 2.01 Approval of Agenda

Meeting : May 5, 2021 - 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 5, 2021 Agenda as presented.

3. Approval of Minutes

Subject : 3.01 Approval of Minutes

Meeting : May 5, 2021 - 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 February 3, 2021 Regular Board Meeting of the Foundation Board of Directors and the minutes of March 23, 2021 Special Meeting of the Foundation Board of Directors as presented.

File Attachments

[Foundation Minutes MArch 23, 2021.pdf \(114 KB\)](#)

[Foundation Minutes February 3 2021.pdf \(292 KB\)](#)

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

Subject : 4.01 Open Agenda and Public Comment

Meeting : May 5, 2021 - Yuba Community College District Foundation Regular Board Meeting

Category : 4. Open Agenda and Public Comment

Access : Public

Type : Information

Public Content

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The Board President will call you by name or last four digits of your phone number and you will be unmuted when it is your turn to comment.

5. Consent

Subject : 5.01 Consent Calendar
Meeting : May 5, 2021 - 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 : May 5, 2021 - 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 2021 Quarter 3.pdf \(117 KB\)](#)
[In-Kind Gifts Fiscal Year 2021 Quarter 3.pdf \(103 KB\)](#)

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 : May 5, 2021 - 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 2021 3rd Quarter.pdf \(574 KB\)](#)

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 : May 5, 2021 - 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 03-31-2021.pdf \(52 KB\)](#)

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 : May 5, 2021 - 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 Activities 2021 3rd Quarter.pdf \(102 KB\)](#)
[Statement of Financial Position 2021 3rd Quarter.pdf \(99 KB\)](#)

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 : May 5, 2021 - 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

[Accounts with balance 03-31-2021.pdf \(101 KB\)](#)

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 : 5.07 Quarterly Investment report
Meeting : May 5, 2021 - Yuba Community College District Foundation Regular Board Meeting
Category : 5. Consent
Access : Public
Type : Action (Consent)
Recommended Action : Approve the investment report as submitted.

Public Content

At the November 2020 the Foundation Director presented an Investment Report to provide the Board with an update on investment activity on a monthly, quarterly and Year-to-Date basis. Attached is the report for the quarter ending March 31, 2021.

File Attachments

[Investment Report 03.31.2021.pdf \(15 KB\)](#)

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

Subject :	6.01 Proposed Foundation Board Policy 11.01 - Spokesperson
Meeting :	May 5, 2021 - Yuba Community College District Foundation Regular Board Meeting
Category :	6. Action
Access :	Public
Type :	Action, Presentation
Recommended Action :	It is recommended that the Foundation Board of Directors approve FBP 11.01 as presented.

Public Content

Background:

At the November 2020 meeting of the Foundation Board of Directors it was recommended that the Foundation identify an official spokesperson, so in the case a spokesperson is needed, there is a designated individual in place. Chancellor Houston share that he is the authorized spokesperson on behalf of the District, but the President of the Governing Board is the official spokesperson on behalf of the Governing Board. Using that precedent, Foundation Board policy 11.01, which was reviewed at the February 3, 2021, meeting is being presented for approval by the Board of Directors.

File Attachments

[FBP 11.01 Spokesperson - for consideration 2.0.pdf \(210 KB\)](#)

Subject :	6.02 Proposed Foundation Board Policy 12.01 - Authorized Signatures
Meeting :	May 5, 2021 - Yuba Community College District Foundation Regular Board Meeting
Category :	6. Action
Access :	Public
Type :	Action, Presentation
Recommended Action :	It is recommended that the Foundation Board of Directors approve Foundation Board Policy 12.01 and Foundation Administrative Procedure 12.01 as presented.

Public Content

Background:

At the November 2020 meeting of the Foundation Board of Directors approved authorized signatures for the financial (Banking and Investment) accounts of the Foundation. The Foundation Board asked that the authorized signatures could be put into a policy.

At the November 2020 meeting the Board also authorized increasing the amount that required two signatures on a check from \$500 to \$1,000.

Foundation Board Policy 12.01 and Administrative Procedure 12.01 which are attached, were reviewed by the Foundation Board at the February 3, 2021 meeting. They are now being presented as an action item for approval by the Board.

File Attachments

[FBP 12.01 - Accounts - for consideration.pdf \(109 KB\)](#)

7. Information

Subject :	7.01 New Investment Advisor Presentation
Meeting :	May 5, 2021 - 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 has retained Mr. Aaron Schmoekel and the firm Smart investor to serve as the outside investment advisor for the Foundation's investment portfolio. Mr. Schmoekel will make a presentation to the board and start the process of working with the board to develop a new investment policy and procedures.

Status and Analysis:

For Board Consideration / Discussion:

8. Reports

Subject :	8.01 Foundation President's Report
Meeting :	May 5, 2021 - 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 :	May 5, 2021 - 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 5, 2021 - Yuba Community College District Foundation Regular Board Meeting
Category : 8. Reports
Access : Public
Type : Report

Public Content

The Chancellor's monthly newsletters are attached.

Subject : 8.04 Woodland Community College Report
Meeting : May 5, 2021 - 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 : 8.05 Yuba College Report
Meeting : May 5, 2021 - 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 : 8.06 Next Regularly Scheduled Meeting
Meeting : May 5, 2021 - 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 5, 2020 at 3:00 p.m.**

Remaining meetings for 2020 are: 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 : May 5, 2021 - 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.

9. Adjournment

Subject : 9.01 Adjournment
Meeting : May 5, 2021 - Yuba Community College District Foundation Regular Board Meeting
Category : 9. Adjournment
Access : Public
Type : Procedural