

Wednesday, May 6, 2020

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/91639557114>

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

Zoom Meeting ID: 916 3955 7114

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.

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 6, 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 : May 6, 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.

Subject : 1.03 Remote Meeting Protocols  
Meeting : May 6, 2020 - 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 6, 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 May 6, 2020 Agenda as presented.

### 3. Approval of Minutes

---

Subject : 3.01 Approval of Minutes  
Meeting : May 6, 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 February 5, 2020 Foundation Regular Board Meeting as presented.

#### File Attachments

[03.03.2020 Board Meeting Minutes.pdf \(12 KB\)](#)

#### 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 6, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 4. Open Agenda and Public Comment  
Access : Public  
Type : Information

## Public Content

In order to equitably facilitate public comments, members of the public joining online are encouraged to use the "Raise Your Hand" button on their screen when prompted for public comment. Members of the public joining on the phone are encouraged to press \*9 when prompted for public comment. 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.

### 5. Consent

---

Subject : 5.01 Consent Calendar  
Meeting : May 6, 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 : May 6, 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 3.pdf \(144 KB\)](#)

### 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 6, 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 2020 3rd Quarter.pdf \(1,027 KB\)](#)

### 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 6, 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 03-31-2020.pdf \(94 KB\)](#)

## 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 6, 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 3rd Quarter.pdf \(99 KB\)](#)  
[Statement of Activities 2020 3rd Quarter.pdf \(102 KB\)](#)

## 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 6, 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 03-31-20.pdf \(105 KB\)](#)

## 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

---

## 7. Information

---

Subject : 7.01 Scholarship Process  
Meeting : May 6, 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.

The Martin Gutierrez, Yuba College Financial Aid Director, and Kimberly Reed, Woodland Community College Financial Aid Director will make a presentation on the scholarship process including how they are promoted, how recipients are selected and the importance of selection committee volunteers, and discuss the challenges related to the current software program used to for students to apply and for staff to manage the application process.

## File Attachments

[Scholarship Flier\\_What to bring to workshop.docx \(412 KB\)](#)  
[Scholarship Timeline.pdf \(150 KB\)](#)  
[General Scholarship Application Screenshots.pdf \(437 KB\)](#)  
[Scholarship Deadline Extended April 17.docx \(709 KB\)](#)

Subject : 7.02 YCCD COVID-19 Pandemic Response  
Meeting : May 6, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 7. Information

Access : Public

Type :

## Public Content

### **Background:**

On March 18, the Yuba Community College District started the transition to remote operation of instruction and student services. This item will be a brief presentation followed by a discussion on how the District has responded to the pandemic, what is the current status of operations as we come to the end of the Spring 2020 Term and look ahead to Summer and Fall 2020. Dr. Sonja Lolland who has been the point person for the District response will make the presentation.

### **Status and Analysis:**

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

### **File Attachments**

[YCCD Foundation Presentation Covid Update May 2020.pptx \(1,951 KB\)](#)

[YCCD Foundation Presentation Covid Update May 2020.pdf \(1,079 KB\)](#)

Subject : 7.03 Investment Update and Discussion  
Meeting : May 6, 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 retains Spectrum Asset Management as the outside investment advisor for the Foundation's investment portfolio. Ryan Kelly, CEO of Spectrum will make a presentation on the current status of our portfolio, how the portfolio has fared during the current COVID-19 pandemic, and what opportunities might exist coming out of the current market.

### **Status and Analysis:**

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

### **File Attachments**

[Spectrum YCCDF 5-1-20.pdf \(1,493 KB\)](#)

Subject : 7.04 2020-21 Annual Plan  
Meeting : May 6, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 7. Information

Access : Public  
Type : Discussion, Information, Presentation

## Public Content

### Background:

The Foundation Director has prepared a Draft Operational Plan with objectives for the 2020-2021 Academic year. There are five areas covered by the plan: Governance & Board Development, Investment & Financial Stewardship, Annual & Major Gift Fundraising, Relationship Building & Foundation Awareness and Improving the Scholarship Process. Woven throughout is the ideal of strengthening services for the colleges and increasing support of students.

The Director will provide an informational presentation on the plan to be followed by Board discussion.

### Status and Analysis:

This item is procedural.

## File Attachments

[2020-21 Operating Plan.pdf \(59 KB\)](#)  
[2020-21 Operating Plan PowerPoint.pdf \(879 KB\)](#)  
[2020-21 Operating Plan.pptx \(1,728 KB\)](#)

## 8. Reports

---

Subject : 8.01 Foundation President's Report  
Meeting : May 6, 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 : May 6, 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 : May 6, 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.

Subject : 8.04 Yuba College Report  
Meeting : May 6, 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 : May 6, 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 : May 6, 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 **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 6, 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.

## 9. Adjournment

---

Subject : 9.01 Adjournment  
Meeting : May 6, 2020 - Yuba Community College District Foundation Regular Board Meeting  
Category : 9. Adjournment  
Access : Public  
Type : Procedural