

Wednesday, August 5, 2020

Yuba Community College District Foundation Regular Board Meeting

REGULAR BOARD MEETING

TIME: 1:00 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 :	Aug 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 : Aug 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.

Subject : 1.03 Remote Meeting Protocols
Meeting : Aug 5, 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.

1. To be recognized please use the "Raise Your Hand" button on your screen.
2. All votes will be in a roll call manner, as required by the Brown Act.

Status and Analysis:

For Board Consideration / Discussion:

2. Approval of Agenda

Subject : 2.01 Approval of Agenda
Meeting : Aug 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 August 5, 2020 Agenda as presented.

3. Approval of Minutes

Subject :

3.01 Approval of Minutes - May 6, 2020

Meeting :

Aug 5, 2020 - 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 May 6, 2020 Foundation Regular Board Meeting as presented.

File Attachments

[Foundation Minutes - May 6, 2020.pdf \(245 KB\)](#)

4. Open Agenda and Public Comment

Subject :

4.01 Open Agenda and Public Comment

Meeting :

Aug 5, 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 :

Aug 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. Items included are: Acceptance of Contributions, Acceptance of Quarterly Warrants, June 30, 2020 Financials, and Fund Account List with Balances as of June 30, 2020.

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 : Aug 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 4.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 : Aug 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 2020 4th Quarter.pdf \(401 KB\)](#)

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 Financials
Meeting : Aug 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 Activities 2020 4th Quarter.pdf \(102 KB\)](#)
[Statement of Financial Position 2020 4th Quarter.pdf \(98 KB\)](#)

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 Fund Account List with Balances
Meeting : Aug 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 06-30-20.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 Update
Meeting : Aug 5, 2020 - Yuba Community College District

Foundation Regular Board Meeting

Category : 7. Information
Access : Public
Type : Information

Public Content

Background:

During the spring semester the colleges awarded foundation funded scholarships through the Financial Aid Offices of each College. Due to the COVID-19 Pandemic, the process was extended to allow students more time to complete applications. This item is a report of the results of the 2020 Scholarship Award Process.

File Attachments

[scholarship report.xlsx \(18 KB\)](#)

[scholarship report.pdf \(8 KB\)](#)

Subject : 7.02 Proposed Board Orientation & On-boarding
Meeting : Aug 5, 2020 - Yuba Community College District Foundation Regular Board Meeting
Category : 7. Information
Access : Public
Type : Discussion, Information

Public Content

Background:

Providing an organized and comprehensive orientation and onboarding process for new board members is an important obligation of the Foundation to those individuals that have agreed to serve on the board. The orientation should provide the information necessary so board members can fulfill their responsibilities. The document attached outlines a proposed orientation process and content to be included in the orientation and onboarding process. The orientation and onboarding process is being provided to the board to elicit feedback on the proposed content and process.

Status and Analysis:

For Board Consideration / Discussion:

File Attachments

[Proposed Board Orientation - 08.2020.pdf \(131 KB\)](#)

[Proposed Board Orientation - 08.2020.docx \(210 KB\)](#)

Subject : 7.03 Board Effectiveness Survey
Meeting : Aug 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 7. Information
Access : Public
Type : Discussion, Presentation

Public Content

Background:

In July 2020 a Board Effectiveness Survey was conducted. The survey was conducted utilizing the Survey Planet platform. It included a total of 25 questions, 20 on a rating scale and five that allowed for written responses. Fifteen questions were related to Board Governance, four questions were related to business operations, and the remaining questions were related to board member involvement.

Status and Analysis:

For Board Consideration / Discussion:

Following a presentation by Director Lowden, the board will discuss the results of the survey to help determine needs to be addressed through the 2020-21 Operating Plan of the Foundation.

File Attachments

[Board Effectiveness Survey - 2020.pdf \(2.887 KB\)](#)

Subject : 7.04 2020-21 Operating Plan Update
Meeting : Aug 5, 2020 - Yuba Community College District Foundation Regular Board Meeting
Category : 7. Information
Access : Public
Type : Discussion, Information

Public Content

Background:

At the May 2020 Foundation Board Meeting, the Foundation Director shared a Draft Operating 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.

Following the presentation of the results of the Board Effectiveness Survey, the Director would appreciate feedback on the plan and objectives for 2020-21 and suggestions for additions or revisions to the plan based on the board survey results.

Status and Analysis:

File Attachments

8. Reports

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

Public Content

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

Subject : 8.04 Yuba College Report
Meeting : Aug 5, 2020 - Yuba Community College District Foundation Regular Board Meeting

Category : 8. Reports
Access : Public
Type : Information, Report

Public Content

Dr. Tawny Dotson, President of Yuba College, will present a status update.

Subject : 8.05 Chancellor's Report
Meeting : Aug 5, 2020 - Yuba Community College District Foundation Regular Board Meeting
Category : 8. Reports
Access : Public
Type : Information, Report

Public Content

The Chancellor's monthly newsletters are attached.

File Attachments

[05.14.2020 Chancellor's News.pdf \(368 KB\)](#)
[06.11.2020 Chancellor's News.pdf \(383 KB\)](#)
[07.09.2020 Chancellor's News.pdf \(838 KB\)](#)
[20200805 - Convocation comments to Foundation.pdf \(4,303 KB\)](#)

Subject : 8.06 Next Regularly Scheduled Meeting
Meeting : Aug 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 **Wednesday, November 4, 2020 at 3:00 p. m.**

2021 meeting dates are: February 3, May 5, August 4 and November 3. All

Subject : 8.07 Foundation Director's Report
Meeting : Aug 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 - August 2020.docx \(20 KB\)](#)

[Foundation Director Report - August 2020.pdf \(186 KB\)](#)

9. Adjournment

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