

Wednesday, November 1, 2023

Yuba Community College District Foundation Regular Board Meeting

REGULAR BOARD MEETING

TIME: 3:00 PM

LOCATION: ROOM 212, SUTTER COUNTY CENTER OF YUBA COLLEGE, 3301 E. Onstott Road, Yuba City, CA 95991; Room 113, Woodland Community College, 2300 E. Gibson Road, Woodland, CA 95776; Lake County Campus of Woodland Community College, 15880 Dam Road Extension, Clearlake, CA 95422

REGULAR BOARD MEETING

TIME: 3:00 PM

PUBLIC COMMENTS

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

Members of the public who wish to comment on a specific agenda item, are encouraged to please submit a comment to foundation@yccd.edu by 5:00 PM on the day prior to the meeting. Comments submitted via email will be read aloud and placed into the record of the meeting.

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 :	Nov 1, 2023 - 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 :	Nov 1, 2023 - 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

Subject :	2.01 Approval of Agenda
Meeting :	Nov 1, 2023 - 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 November 1, 2023 Agenda as presented.

3. Approval of Minutes

Subject :	3.01 Approval of Minutes - August 2, 2023
Meeting :	Nov 1, 2023 - 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 August 2, 2023 Foundation Regular Board Meeting as presented.

File Attachments

[Foundation Board Minutes - August 2, 2023.pdf \(111 KB\)](#)

4. Open Agenda and Public Comment

Subject :	4.01 Open Agenda and Public Comment
Meeting :	Nov 1, 2023 - 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. Information

Subject :	5.01 Investment Report
Meeting :	Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category :	5. Information
Access :	Public
Type :	Information

Public Content

Background:

Aaron Schmoekel from Edelman Financial Engines will provide an update on the current status of the Foundation's investments through September 30, 2023.

File Attachments

[YCCDF Performance Report.pdf \(248 KB\)](#)

[CLIENT_Yuba_portfolio \(1\).pdf \(461 KB\)](#)

[2023 Q3 DFA Quarterly Market Review.pdf \(486 KB\)](#)

[2023Q3_SI Model Report_Balanced Model.pdf \(260 KB\)](#)

[2023Q3_Russell Economic_and_Market_Review.pdf \(1,218 KB\)](#)

Subject :	5.02 Proposed Advisory Committee Additions to the YCCD Foundation Bylaws
Meeting :	Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category :	5. Information
Access :	Public
Type :	Discussion,Information

Public Content

Background:

The Yuba Community College District Foundations Bylaws were last revised in August 2014. Section 4 of Article 7 of the bylaws is titled Advisory Committees and states that the Board may also establish College or campus based advisory committees composed of any number of directors and/or other interested persons who are not directors. Advisory committees shall provide advice and recommendations to the Board but shall not have the authority of the Board or any final decision-making authority, except as specifically delegated. Currently there are two established committees that are designated as Advisory Committees, the Woodland Community College Fund Committee and the Yuba College Alumni and Friends Committee. In addition, the Lake County Campus is in the process of organizing an Advisory Committee. While the bylaws allow for the

creation of advisory committees, they do not provide any structure for the operation of the committees, specifically related to membership, meeting and officers.

The proposed additions to the Foundations Bylaws add language under Section 4 of Article 7 to provide structure related to number and qualification of Advisory Board members, Vacancies on Advisory Committees, Advisory Committee meetings, Officers of Advisory Committees and their responsibilities. The proposed revisions are detailed in the attachment to this agenda item.

The proposed additions are being recommended by the Woodland Community College Fund Committee and are being submitted to the Foundation Board for a first review and discussion. The proposed timeline for approval of the proposed additional is at the February 2024 regular meeting of the Foundation Board.

The proposed additions may be approved by a majority vote of the Board in accordance with Article XI: *Amendments of the currently approved Foundation Bylaws. "Subject to any limitations in the Nonprofit Public Benefit Corporation Law, these Bylaws may be initially adopted, and thereafter amended, or repealed and new bylaws adopted, by a majority vote of the Board at any properly called meeting where a quorum is present, so long as the amendments, proposed repeal, or new bylaws are provided to each director at least three (3) days prior to the meeting at which such amendments, repeal, or new bylaws will be discussed and voted on.*

File Attachments

[YCCDF Bylaws with Committee Section 11.1.2023.pdf \(181 KB\)](#)

[Bylaws - Advisory Committee Text 11.01.2023.pptx \(118 KB\)](#)

[Bylaws - Advisory Committee Text 11.01.2023.pdf \(149 KB\)](#)

6. Consent

Subject :	6.01 Consent Calendar
Meeting :	Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category :	6. 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, September 30, 2023 Financials, and Fund Account List with Balances as of September 30, 2023.

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 :	6.02 Acceptance of Contributions
Meeting :	Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category :	6. 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 2024 1st Quarter .pdf \(117 KB\)](#)

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 : 6.03 Acceptance of Quarterly Warrants
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 6. 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 2024 1st Quarter.pdf \(558 KB\)](#)

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 : 6.04 Newly Established Foundation Accounts
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 6. 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 09-30-23.pdf \(40 KB\)](#)

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 : 6.05 Financials
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 6. Consent
Access : Public
Type : Action (Consent)
Recommended Action : It is recommended that the Foundation Board approve the Financials as presented.

File Attachments

[Stmnt Activities 2024-1.pdf \(84 KB\)](#)
[Stmnt Financial Position 2024-1.pdf \(79 KB\)](#)

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 : 6.06 Fund Account List with Balances
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 6. 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 Balances 09-30-23.pdf \(122 KB\)](#)

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.

7. Action

Subject : 7.01 Approval of Yuba College Capital Campaign
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting

Category : 7. Action
Access : Public
Type : Action
Recommended Action : Approve Yuba College undertaking a \$11.6 million capital development campaign focused on improving facilities for athletics and classroom spaces for health and kinesiology programs.

Public Content

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File Attachments

[Yuba Capital presentation - 11.01.2023.pptx \(240 KB\)](#)

[Yuba College Feasibility Study Final Report \(2\).pdf \(739 KB\)](#)

Subject : 7.02 Approval of Investment Distribution for the 2023-24 Year.
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 7. Action
Access : Public
Type : Action
Recommended Action : Approve the recommended annual distribution from the investment portfolio for the 2022-23 year in the amount of \$489,736, 5% of the June 30 average for the years 2021, 2022 and 2023.

Public Content

Background:

Section VII of Foundation Board Policy 2.0 governs the annual spending of the invested funds of the Foundation. The intent of the Spending policy is to create a measured long-term focus of financial support for the Foundation that contemplates market conditions, net return, and a desire to grow the balance of the Fund. The targeted annual spending rate is 4.5 5.5% and will be determined using the average account value of the previous three fiscal years ending period (June 30) endowment values.

Status and Analysis:

It is recommended that the amount distributed for the 2023-24 year be **\$489,736**, 5% of the three-year average, and a \$11,576 increase over the 2022-23 distribution.

File Attachments

[Investment Distribution - Nov 2023 2.0.pptx \(120 KB\)](#)

Subject : 7.03 Approval of Foundation Budget
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 7. Action
Access : Public
Type : Action
Recommended Action : Approve the recommended Budget for the 2023-24.

Public Content

Background:

The proposed budget for 2023-24 has revenues of \$1,186,012 and expenses of \$816,030. The projected surplus is \$369,982.

Status and Analysis:

This is the third budget using the new investment distribution model which is budgeted to \$440,762 from the investment portfolio. This is a 4.5% distribution based on an average year-end balance of \$9,794,718 for the previous three years.

File Attachments

[YCCD Foundation Budget 2023-24.pdf \(67 KB\)](#)

8. Reports

Subject : 8.01 Foundation President's Report
Meeting : Nov 1, 2023 - 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 : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 8. Reports
Access : Public
Type : Report

Public Content

Background:

YCCD Board of Trustees annually appoints two Trustees to serve as liaisons to the YCCD Foundation Board. Trustee Ric Teagarden and Trustee Jesse Ortiz are the current liaisons and will provide an update on District Governing Board activities.

Subject : 8.03 Woodland Community College Report
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 8. Reports
Access : Public
Type : Information,Report

Public Content

Dr. Santanu Bandyopadhyay, Interim President of Woodland Community College, will present a college update.

Subject : 8.04 Yuba College Report
Meeting : Nov 1, 2023 - 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 college update.

Subject : 8.05 Chancellor's Report
Meeting : Nov 1, 2023 - Yuba Community College District Foundation Regular Board Meeting
Category : 8. Reports
Access : Public
Type : Information,Report

Public Content

Dr. Shouan Pan, Chancellor of Yuba Community College District will provide a district update.

Subject : 8.06 Foundation Director's Report
Meeting : Nov 1, 2023 - 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.

Subject : 8.07 Next Regularly Scheduled Meeting
Meeting : Nov 1, 2023 - 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, February 7, 2024 at 3:00 p.m.**

Meeting dates in 2024 are: February 7, May 1, August 7 and November 6.

9. Adjournment

Subject : 9.01 Adjournment
Meeting : Nov 1, 2023 - Yuba Community College District
Foundation Regular Board Meeting
Category : 9. Adjournment
Access : Public
Type : Procedural