

## Amador Community College Foundation Meeting Minutes

Thursday, February 18, 2021

Paul Molinelli called the regular public meeting of the Amador Community College Foundation to order on Thursday, January 21, 2021 via Zoom Meeting at 4:33 p.m.

Roll Call: John Tillman, Lynn Morgan, Craig Burman, Paul Molinelli, Frank Axe, John Ellyson, Janice Davis, Karen Dickerson, Tammy Montgomery, Serena Acierto, Anette Solis Rios and Susan Zaffarano. Staff: Rachelle Saldate and Nickie Crofts

Public Comments: There were no public comments

### 1) ORGANIZATION:

- a. The Board acknowledged the executive decision to make a change in the Center hours.
- b. At the time of the meeting, there were no Board Member applications. The Board discussion on securing a new Board member included the suggestion from Karen for other Board Members to personally reach out to potential candidates to invite them to apply. John T. asked for the characteristics we are looking for in a Board Member and potentially Craig has been working with a volunteer that might be interested in the position. If there are no candidates to consider by the March meeting, it was suggested we advertise for the vacancy.
- c. Rachelle presented her Executive Director report to the Board highlighting her activities. The issue with services from Gold Country Cloud are moving forward towards a resolution. All documents have been submitted to finish the ACCF Injury, Illness, and Prevention Plan. Rachelle shared the concept suggested by Stephanie Hess to partner with CalVet to offer a similar MHSA type scholarship to veterans. This opportunity/possibility resulted in a lengthy discussion by the Board including developing a specific plan to accomplish this program, what the needs are of veterans, CARES Act funding available for veterans and how this program would assist in economic development and job training. Rachelle presented a proposal for ACCF to be part of the Amador County's Community Development Block Grant Funds. AACF received positive feedback from Coastline College as ACCF students continue to perform above average in course success. Nickie presented her written report to the Board from the period of January 22, 2021-February 18, 2021. There are currently 97 total students enrolled. The largest number of students enrolled by institution is 61 at Coastline followed by 26 at Columbia. During this time period the center had 21 general visitors, and 15 student visitors. There were 15 in person appointments, 1 zoom/phone appointments, 14 email or phone inquiries were received, 17 current MHSA Scholarship students and there are 2 current ECE apprentices. Nickie presented a graph with compiled data on how our students found ACCF. The largest category was "referral from family/friend". Students are currently enrolling for Spring semester. The first Adult Education student from

ACUSD will be taking dual enrollment courses and then transition to college enrollment.

- d. John T. made a motion to approve the January minutes and Karen seconded the motion. The motion was unanimously approved by the Board.
  - e. Craig presented the Board with the February 2021 month by month budget summary. The February balance from El Dorado Savings was \$61,607. The balance of the Umpqua account was \$6,930. Therefore the total funding amount available is \$68,537. This total amount does not include expenses for pending bills for \$2,035. The PPP extension in the amount of \$10,000 has been applied to the budget. ACCF is still awaiting ARB check for \$5,000. ACCF has applied for California COVID relief in the amount of \$15,000. Our current funding will carry ACCF to October 2021 at our current monthly costs. If we receive both the PPP and California COVID relief funding we will be able to make it through the year end.
  - f. Craig informed the Board that the Payroll Protection Plan documentation has been sent and \$10,281 has been funded.
  - g. Craig reported to the Board that some progress has been made to resolve this contract issue with Gold Country. Craig has sent relevant documentation to Jerry Howe.
  - h. Nickie reported she will be attending the ACUSD counselor's meeting on Friday, February 26 to discuss dual enrollment.
  - i. The Board formally thanked Nickie for the creation and distribution of the February ACCF Newsletter.
  - j. The Board formally thanked Craig and Kelly for volunteering to assist with the clarification/services with Gold Country Cloud.
  - k. The Board formally thanked Craig for his detailed Proposed Budget Report and his amount of time and work spent in completing this document.
- 2) FUND DEVELOPMENT/FUNDRAISING COMMITTEE REPORT:
- a. Karen presented information on the fundraising committee activities including the ideas from the February 8<sup>th</sup> fundraising committee meeting. The committee fundraising ideas suggested were selling merchandise with the ACCF logo on them, Board Members could "host" raising monies for ACCF through Birthday Fundraising on their Facebook accounts, online auctions and providing online classes hosted by local individuals with an opportunity to donate after the class is ended. It was brought up to see if Columbia College professors would do this as an enrichment opportunity and as our partner.
- 3) STRATEGIC PARTNERS AND COMMUNITY RELATIONS REPORT:
- a. Kelly was not in attendance to provide an update on the Facebook ads or the ACCF publicity information being distributed to the ACUSD Elementary school sites. This item will be on the March agenda. John T. offered to have a sign placed on his property that advertises ACCF. This sign would be seen by individuals traveling on Highway 26. John T. offered to contact Merzlak Signs to get a quote on a sign.
  - b. Craig reported to the Board that there would be a \$150 charge to modify the TV ads and charge of \$500 per month to keep the ads running.
- 4) PROGRAM OPERATIONS COMMITTEE REPORTS:

- a. Board Discussion: Continued item discussion of expanding ACCF services through advertising, outreach, etc. to Calaveras County. This will be a reoccurring agenda item but due to the current COVID circumstances, this item will be tabled until a later date. The Board acknowledged that having a sign on Highway 26 could impact this agenda item.

COMMITTEE MEMBER INITIATIVES: Annette shared that she will be now expanding her job duties to include Calaveras County. She will have office hours at both locations. Annette let the Board know that a former ACCF student, Serena Miller, spoke recently at an employment workshop.

ADJOURNMENT: The Zoom meeting was adjourned at 5:57 pm. The next regular public meeting is scheduled for March 18, 2021 at 4:30 pm via Zoom.