

## Amador Community College Foundation Meeting Minutes

Thursday, May 20, 2021

Paul Molinelli called the regular public meeting of the Amador Community College Foundation to order on Thursday, May 20, 2021 via Zoom Meeting at 4:34 p.m.

Roll Call: Maureen Angle, John Tillman, Lynn Morgan, Craig Burman, Paul Molinelli, , John Ellyson, Serena Acierto, Annette Solis Rios, Andy Byrne, Frank Axe and Susan Zaffarano. Staff: Rachelle Saldate and Nickie Crofts.

Public Comments: There were no public comments.

### 1) ORGANIZATION:

- a. The Board acknowledged the resignation of Board Member, Tammy Montgomery. A gift card to the Kitchen Store and a thank you card was sent to Tammy from the Board for her service on the Board.
- b. The Board officially welcomed new Board Member, Andy Byrne. Introductions of the Board Members attending the meeting occurred.
- c. Susan let the Board know there are other potential Board Member applications that might be available to confirm via email. The ACCF Board Member student applications are due to Susan by May 28<sup>th</sup>. Copies of completed applications will be emailed to current Board Members for voting. The new Board Members, once approved, will be invited to the June Board Meeting. In addition, Lynn made a motion reviewed via email to increase the number of the Board of Directors to 18. If passed there will be a change to ARTICLE VII Section 3 in the ACCF By-Laws. John T. seconded the motion and the Board unanimously passed the motion. Susan will make the change as an addendum in the By-Laws Book
- d. Nickie presented her written report to the Board. From the period of April 16, 2021- May 20, 2021. There are currently 124 total students enrolled. The largest number of students enrolled by institution is 77 at Coastline followed by 30 at Columbia. During this time period the center had 19 general visitors and 45 student visitors. There were 39 in person appointments, 3 zoom/phone appointments, 20 email/phone inquiries, 19 current MHSA Scholarship students and there are 2 current ECE apprentices and 4 current ECE scholarship students. The center is now open to walk-ins. The May newsletter was sent out on May 19<sup>th</sup>. Nickie is continuing working with First Five staff to sign up students for the new ECE scholarship. ACCF is continuing to assist local high school/Adult Ed students in dual enrollment. ACCF currently has 17 dual enrollment students. Nickie and Rachelle are continuing their work on the development/discussion of a veteran's scholarship. There will be an informal cohort meeting on July 8<sup>th</sup> for students taking summer courses. The next human services practicum class will be offered in fall of 2021. Once students reach the end of their semester, they are receiving employment emails posting employment opportunities. Rachelle presented her Executive Director report to the Board. Rachelle's report included the many activities she is

involved in for ACCF. Rachelle gave detailed information on the development of the Amador County Veteran's Service Scholarship and the development of the ECE scholarship paying student's tuition and textbooks if they are taking ECE classes for the summer and fall 2021 semesters. There is forward movement on the hiring process for Nickie's replacement. Rachelle has completed an updated ACCF's degree/certificate program list that also will be on our website. Rachelle continues to be our liaison between Amador County Behavioral Health, Yosemite Community College District and ACUSD to renew our contracts with them. Rachelle has been in contact with the apprenticeship specialist at Columbia regarding a culinary apprenticeship program. The program is being revamped and once that is completed, Rachelle will reach out to the owner of Bistro 49 with an update. Rachelle represented ACCF at a Rotary Club meeting, meeting with Calaveras High personnel, the Child Development Apprenticeship Advisory Committee and communicating with Brittany Williams regarding our email/website.

- e. Lynn made a motion to approve the April minutes and Craig seconded the motion. The motion was unanimously approved by the Board.
- f. Craig presented the Board with the May 2021 month by month budget summary. The May balance from El Dorado Savings was \$48,097. The balance of the Umpqua account was \$7,588. Therefore the total funding amount available is \$57,141. ACCF has applied for the California COVID relief in the amount of \$15,000. The additions for this month include donations from Upcountry Rotary Club in the amount of \$1,000, the \$5,000 from American River Bank and miscellaneous testing fees. Rachelle is completing invoices for ACUSD, Columbia and MHSA.
- g. Effort is still being made on the behalf of ACCF in resolving the issues associated with Gold Country Cloud. This will be on the June agenda to get an update.
- h. Lynn made a motion for an additional 4 hours to be added to the Program Assistant/Transition Specialist position. Craig seconded this motion and the Board approved the motion unanimously. The additional 4 hours will be effective for the new hire in August.
- i. Frank reported to the Board on the American Rescue Plan Funding Meeting he attended on behalf of ACCF. Many other county organizations were in attendance to learn the rules/guidelines of 7.7 million dollars coming to Amador County. There is a second meeting scheduled and the county is waiting to get more details on the rules for the spending of these funds. ACCF may be eligible for funding due to the opportunities for training for residents. This will be on the June agenda for Frank to give an update.
- j. Maureen updated the Board on the USDA RA Distance Learning/Telemedicine Grant Program from an online seminar she participated in on behalf of ACCF. This opportunity is for competitive grants for hardware and stationary learning technology. An organization must have a plan developed when submitting their grant for consideration. These are matching funds. The cycle to apply for the grant was not a possibility for 2021 but it might be something to consider for 2022. Maureen will report to the Board at the June meeting the timeline for the next grant cycle.

- k. Karen will be on the June agenda to provide an update on the Virtual Walk for Mental Illness.
  - l. The Board discussed the format of the June meeting due to COVID restrictions changing. Lynn made a motion that the June meeting will be held in person at the center in the classroom with the option of attending via Zoom. Craig seconded this format of a hybrid meeting beginning in June and the motion passed unanimously. Rachelle will send out Zoom invitations to Board Members who request the Zoom meeting option. From previous meetings, a lengthy discussion of hosting/scheduling a Strategic Planning Meeting occurred. It was decided that both a plan and goals could be formulated from separate meetings attended by interested Board Members. The first meeting to begin this process has been scheduled for July 1<sup>st</sup> at 4:30 pm at the Center. The option for attending via Zoom will be an option. Susan will send to Board Members the DRAFT created from our January 2020 Strategic Planning Meeting to review as a starting point to develop a new plan/goals. The dates of the meetings will occur the 1<sup>st</sup> Thursday of each month through December. We need a volunteer to Chair the Strategic Planning Meeting in January of 2022.
  - m. Karen will be on the June agenda to give an update on staff interest in the activities/programs of ACCF and possible Board participation.
  - n. The Board formally thanked Serena for securing an increase for the administrative support for the Jackson Rancheria Scholarship Program.
  - o. The Board formally thanked Karen for the development of the flyers for the Celebrate the Children event and to Kelly and ACUSD Adult Ed for printing them.
  - p. The Board formally thanked Rachelle for representing ACCF at the Upcountry Rotary Event.
  - q. The Board formally thanked Janice, Rachelle and Meg for their work on the timeline for hiring the new Program Assistant/Transition Specialist position.
  - r. The Board formally thanked Janice, Maureen, Rachelle and Susan for covering the Center during Nickie's vacation.
  - s. The Board formally thanked Frank, Maureen and Karen for representing ACCF and volunteering their time to the three programs listed in the organization area of the agenda.
  - t. The Board formally thank Rachelle for updating the "talking points" for ACCF.
- 2) FUND DEVELOPMENT/FUNDRAISING COMMITTEE REPORT:
- a. Maureen and John T. updated the Board with information from the fundraising committee activities. The Fundraising Committee met and discussed the following idea generation: 1) Karen will contact Volcano Telephone about their technical classes, 2) Lynn will discuss with Frank the results of the American Rescue funding meeting, 3) Craig suggested hosting technical classes at the expanded space at the center, 4) Maureen will determine the funding cycle for next year for the Rural Education and Telemedicine Grant, 5) John T. suggested contacting the CSU system and the Community College system about collaboration with ACCF, 6) Maureen and Craig suggested hosting science Saturdays for junior and high school students where parents and young adults would become aware of ACCF, 7) Karen suggested we

need a plan at the ready to have to submit when applying for grants that would include a “wish list” for ACCF.

3) STRATEGIC PARTNERS AND COMMUNITY RELATIONS REPORT:

- a. Facebook/TV ads are currently up and 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. Karen will be contacting individuals from Calaveras County as an outreach to determine interest. In anticipation of potentially serving Calaveras County, additional hours have been approved for the Program Assistant/Transition Specialist position.

COMMITTEE MEMBER INITIATIVES: Susan asked Board Members to let her know if any member is in need of replacement name tags. Andy brought up the idea of Entrepreneurship class/workshop for our county. This opportunity could train people to be self-employed and/or start their own business with skills needed to be successful. ACCF could host workshops in this area. Frank let the Board know that the Council of Tourism is training people to train others on soft skills to welcome individuals into our county.

ADJOURNMENT: The Zoom meeting was adjourned at 6:22 pm. The next regular public meeting is scheduled for June 17 at 4:30 pm in person at the ACCF Center and also via Zoom.