

Amador Community College Foundation Meeting Minutes

Thursday, August 19, 2021

Paul Molinelli called the regular public meeting of the Amador Community College Foundation to order on Thursday, July 15, 2021 via Zoom Meeting at 4:33 p.m.

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

Public Comments: There were no public comments. Introductions of attending Board Members to new staff member, Karen Warburton, occurred.

1) ORGANIZATION:

- a. The Board acknowledged the decision of Rachelle to reinstate COVID protocols including appointments only, requiring the use of facial coverings again and returning to a Zoom meeting format for the regularly scheduled Board Meetings and Strategic Planning Meetings.
- b. The Board congratulated, celebrated and thanked Nickie for her outstanding employment at ACCF for the last year and a half!
- c. Karen presented her written report to the Board. There are new, expanded hours at the center effective August 23rd. The center will be opened 5 additional hours. From the period of July 15, 2021-August 19, 2021, there are currently 152 total students enrolled. The largest number of students enrolled by institution is 92 at Coastline followed by 36 at Columbia. During this time period the center had 15 general visitors and 57 student visitors. There were 51 in person appointments, 15 email/phone inquiries, and 19 current MHSA Scholarship students and there are 2 current ECE apprentices, 6 current ECE scholarship students, 4 JRCR scholarship students and 14 dual enrollment students. Fall semesters for Coastline, Columbia and Foothill are beginning soon. The first cohort meeting for the semester for the MHSA students will be September 9th. Rachelle presented her Executive Director report to the Board. Rachelle's report included the many activities she is involved in for ACCF. Rachelle let the Board know the checks for the MOUs from ACUSD and Amador County Behavioral Health have been received. We are still waiting on the check from Columbia College. Additional information on an amendment for the Jackson Rancheria Employee Scholarship MOU is pending. Rachelle provided the Board with an update on meetings and programs housed at the center she attended on behalf of ACCF. Flyers advertising dual enrollment for high school students have been shared with ACUSD and Calaveras High School. The Amador County Chamber of Commerce has moved out of the Prosperity Center. This move will change our lease. The Spring Semester from 2021 report from Coastline was available. One highlight included that 14 students made the Honor Roll. Rachelle is currently working with Brittany to produce new brochures for the center, updating the center calendar and updating ACCF's talking points.

- d. John T. made a motion to approve the July minutes and Frank seconded the motion. The motion was unanimously approved by the Board.
 - e. Craig presented the Board with the August 2021 month by month budget summary. The August balance from El Dorado Savings was \$68,243. The balance of the Umpqua account was \$7,588. Therefore the total funding amount available is \$75,878. This balance reflected an addition of \$47,603 and a deduction amount of \$7,685. Craig notified the Board that the Umpqua branch will be closing. Craig discussed the new lease agreement. The Board was provided a copy of the document detailing the third amendment to our rental agreement effective August 1, 2021. After reviewing the new lease agreement, Janice made a motion to approve this new lease agreement and John T. seconded the motion. The Board voted unanimously to approve the motion.
 - f. Continued effort is still being made on the behalf of ACCF in resolving the issues associated with Gold Country Cloud. Susan has requested copies of pertinent emails be sent to her to then sort through them to assist Alan Coon in developing a letter on behalf of ACCF to get a resolution to these issues.
 - g. Frank reported to the Board that there was not a lot of current information to report on an update on the American Rescue Plan.
 - h. A discussion and a summary occurred on the Strategic Planning/Goal Setting Meeting held August 16th. Thank you to Lynn for volunteering to facilitate the August 16th meeting and to Maureen for volunteering to take notes. The participating Board Members reviewed the DRAFT document of our 2020 Strategic Plan and Goals. The DRAFT was reviewed and updated. Susan will email to all Board Members the results of this review.
 - i. Janice reported to the Board that the restructuring of the Volunteer/Tutor program has no update to report at this time.
 - j. Meg presented to the Board a need to have a Board Donation Policy to include in our By Laws. This information is sometimes a requirement to include when completing grant applications. Meg provided a sample policy. A discussion occurred between Board Members on the pros and cons of having a donation policy. A consensus of members shared a desire to review this policy and to include an "in-kind" donation. This item will be placed on the September agenda.
 - k. The Board formally recognized Simon Montagu's agreement to be a part of the Strategic Planning meeting.
 - l. The Board formally thanked Karen D. for providing the agenda for the August Strategic Planning meeting.
 - m. The Board formally thanked Maureen for volunteering to represent ACCF at the Sierra Wind Community Event even though this event was cancelled.
- 2) FUND DEVELOPMENT/FUNDRAISING COMMITTEE REPORT
- a. There was not an update from the Fundraising Committee.
- 3) STRATEGIC PARTNERS AND COMMUNITY RELATIONS REPORT:
- a. At the time of the meeting there was not an update on the Facebook/TV ads. It was confirmed they are currently up and running.
 - b. Maureen let the Board know the event hosted by Sierra Wind had been cancelled.

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. There has been contact by ACCF staff to/and information provided to Calaveras High School.

COMMITTEE MEMBER INTIATIVES: There were no committee member initiatives to report.

ADJOURNMENT: The Zoom meeting was adjourned at 5:46 pm. The next regular public meeting is scheduled for October 21, 2021 at 4:30 pm via Zoom.