

AMADOR COMMUNITY COLLEGE FOUNDATION REGULAR MEETING AGENDA

DATE: Thursday, November 18, 2021

LOCATION: Board Meeting will be held via Zoom Meeting

TIME: 4:30 PM Open Session of Regular Meeting of ACCF-Public Welcome

Discussion/Action Items:

Public Comment: Public welcome and introductions. At this time the Board will hear comments from the public, if any. This meeting is the last regularly scheduled meeting for 2021.

1) ORGANIZATION:

- a. Acknowledgement of Serena Acierto's resignation from the ACCF Board effective 11/3/21. Board discussion of a thank you card and gift from the Board and staff.
- b. Update on get well/thinking of you package sent to Craig from the Board and staff.
- c. Board Discussion: Application to review for a new Board Member, Courtney Avallon. Courtney's application was sent via email to Board Members 11/12/21 to review. (action item)
- d. Rachele/Karen W.: Monthly report on Amador College Connect activities.
- e. Board Discussion/Susan: Review and approval of September minutes. (action item)
- f. Board Discussion/Susan: Review and approval of October minutes (action item)
- g. Susan: Board Meeting Dates for 2022. Schedule sent to Board Members and staff.
- h. Craig: Presentation of Monthly bank balances and expenditures.
- i. Strategic Plan: Discussion and review of the document and chart Karen D. sent to Board Members, suggested changes (if any) and final approval of the Strategic objectives. (potential action item)
- j. Janice: Update: ACCF employee job duties. Document outlining these duties was emailed to Board Members.
- k. Janice: ACCF Employee Evaluations.
- l. Frank: Update on the American Rescue Plan funding.
- m. Lynn: Update on Chamber calendar and hosting a mixer at the Prosperity Center in the Spring of 2022.
- n. Annette: Update on the parking lot lighting and safety concerns with the parking lot at the Prosperity Center.
- o. Susan: Update/discussion on additional documentation to accompany new Board Policy regarding donations from Board Members after discussing need with Meg for grant submissions.
- p. Janice: ACCF T-shirt update.
- q. Thank you to Paul for stepping in, when needed, in Craig's absence for check signing.
- r. Thank you to Karen D. for developing the individual flyers/posters for the "menu" courses of enrichment and workforce opportunities.

- s. Thank you to Karen, Janice, Rachelle and Meg for their time, work and effort put into the Buena Vista Rancheria Community Fund Grant.
 - t. Thank you to Neil and Meg for attending the Harrah's Event for non-profits sponsored by Harrah's.
 - u. Thank you to Karen D. and Meg for their work on the Strategic Plan document and chart.
 - v. Thank you to Maureen for volunteering to take the secretary duties for ACCF during Susan's leave of absence.
- 2) FUND DEVELOPMENT/FUNDRAISING COMMITTEE REPORT:
- a. Karen/Maureen/John T./Craig/Lynn: Update from the Fundraising committee.
 - b. Meg/Karen D./Rachelle: Meg submitted an application for ACCF to be the recipient of a Buena Vista Rancheria Community Fund grant. The requested funding is for \$15,000.
 - c. Karen/Maureen: Update on the Giving Tuesday Event.
- 3) STRATEGIC PARTNERS AND COMMUNITY RELATIONS REPORT:
- a. Neil/Meg: Update on the Harrah's mixer/event for non-profits held on October 26th.
 - b. Karen D./Publicity Committee: Update on discussion with Brittany regarding a year round advertising/publicity calendar for ACCF.
- 4) PROGRAM OPERATIONS COMMITTEE REPORTS:
- a. Board Discussion: Expanding ACCF services through advertising, outreach, etc. to Calaveras County. This is a tabled item on the regular meeting agenda due to the current COVID restrictions but will continue to remain on the agenda.

Committee Member Initiatives: (non-agenda items reported/suggested by members)

ADJOURNMENT: Next regular meeting is Thursday, January 20, 2022 at 4:30 pm via Zoom format.