

REGULAR MEETING OF THE NCOE Foundation

Wednesday, October 23, 2019

Members present

Josh Schultz, Caroline Wilson, Gillie Miller, Lynne Vaughan
Participated via Zoom: Julie McClure, Sara Sitch, Connie Silva
Absent: Tony Apolloni

1. ORGANIZATION

A. CALL TO ORDER

Mr. Schultz called the meeting to order at 3:35 p.m.

B. VISITORS

Dr. Nemko, Kelly Bucy, and Michelle Hamilton were welcomed.

C. APPROVAL OF THE AGENDA

The Agenda was approved on a motion by Ms. Wilson and a second by Ms. Silva.
Ayes - Ms. Silva, Ms. Wilson, Mr. Schultz, Ms. Miller, Ms. McClure, and Ms. Sitch.
Noes - None. Ms. Vaughan not present to vote.

D. APPROVAL OF MINUTES

The Minutes of September 25, 2019 were approved on a motion by Ms. Wilson and a second by Ms. Miller. *Ayes* - Ms. McClure, Mr. Schultz, Ms. Wilson, Ms. Silva, Ms. Vaughan, Ms. Miller, and Ms. Sitch. *Noes* - None. Ms. Vaughan not present to vote.

E. COMMENTS BY THE PUBLIC

Michelle Hamilton, the Robotics parent, thanked the NCOE Foundation for their support.

2. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

- Ms. McClure reminded the board that the logo and tag line for the NCOE Foundation has been approved, so we will see that on our communications going forward. Thanked everyone for their participation in that endeavor.
- Mr. Schultz reported that we have completed the process for the Directors General Liability insurance. Mr. Schultz will post the policy on SharePoint. Also noted, Ms. Bucy is in the process of paying the \$1,400 fee for the general liability insurance.

3. CONSENT AGENDA ITEMS

A. On a motion by Ms. Wilson and a second by Mr. Schultz, the Board approved Consent Agenda Item 3.A. Gift Approval: Approval of donations/gifts as follows:

- \$50.00 to the NCOE Foundation from Sara Sitch
- \$2,500.00 to the Robotics Team from Chevron
- \$750.00 to the Robotics Team from Walmart
- \$400.00 Employee Impact Grant from United Airlines on behalf of employee – Philip Hamilton

Ayes – Ms. McClure, Mr. Schultz, Ms. Wilson, Ms. Silva, Ms. Miller, Ms. Vaughan, and Ms. Sitch. Noes – None.

B. No action was taken on Consent Agenda Item 3.B. (Grant Approval).

C. No action was taken on Consent Agenda Item 3.C. (Event Approval).

4. INFORMATION ITEMS

A. NCOE Foundation Monthly Financial Statement

Mr. Schultz reported that the deposit items will be on next month’s financial statement.

B. Process for Grant Distributions from the Foundation

Ms. McClure reported that she sent the Process for Grant Distributions from the Foundation document to the board for review prior to the meeting. It will be brought back to the November meeting for a second reading and approval by the board.

C. Upcoming Grants and Opportunities

- Napa Valley Vintners 2020 was tabled to the November meeting.
- Ms. Sitch updated the board on the Bill Dodd Holiday Fundraiser process noting that Community Programs have been selected as beneficiaries of the fundraiser. Ms. Sitch reminded everyone to mark their calendars for December 9 and asked the board to reach out to family and friends who may be interested in donating auction items.

D. ABC License on behalf of CCR-Swine & Dine Event

Ms. McClure reported that we procured the ABC License on behalf of College & Career Readiness for the Swine and Dine event. Ms. Bucy explained that the ABC License cannot be granted to city or county agencies and can only be granted to 501c3 organizations.

5. FUTURE AGENDA ITEMS (1) Board approval of Grants to Napa County office of Education Programs; (2) process for Grant Distributions from the Foundation; (3) Superintendent’s Fund move to NCOE Foundation and, (4) Bill Dodd Fundraiser updates.

6. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION

The next meeting of the NCOE Foundation will be held November 19, 2019 at 3:30 p.m. at the NCOE.

7. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:05 p.m.

Respectfully submitted,
Julie McClure, Secretary

Approved _____

Date_____