

## NCOE Foundation

The NCOE Foundation will hold a regular meeting on Wednesday, February 24, 2021, at 3:30 p.m.

### 1. ORGANIZATION

A. Call to Order

B. Welcome to Visitors

#### C. **Public Participation:**

Members of the public are invited to join by computer, tablet, smartphone, or telephone. Members of the public wishing to provide public comment must request to be called upon by:

1. Using the chat feature on the web conference to send a request to meeting host Julie McClure, or
2. Using the hand raising feature in the participant panel on the web conference, or
3. Emailing a request to [jmccclure@napacoe.org](mailto:jmccclure@napacoe.org). Requests to provide public comments should include the name of the commenter, the phone number or username of the commenter used to join the conference, and an indication if the comment is regarding items that ARE or ARE NOT on the Board's February 24, 2021 agenda.
4. Join from PC, Mac, Linux, iOS or Android:  
or iPhone one-tap: +1(773)2319226,,1489534387#  
or telephone+1(773)2319226

**Meeting ID: 148 953 4387**

D. Approval of Agenda

E. Approval of Minutes – January 27, 2021

F. Comments by the Public: Suggestions, comments, and requests may be presented to the Board on those subjects over which the Board has jurisdiction. Normally, the Board will take no action at this time. Individuals may be limited to three minutes for their presentations.

### 2. PRESENTATION

Grant Fluxx Presentation, Francesca Soriano-Hersh (Julie McClure, Secretary)

### 3. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

The Board Chair and/or Board members may report miscellaneous items for information purposes.

### 4. CONSENT AGENDA ITEMS

Background information on these items is provided to the Board prior to the meeting. Action is taken by a common motion without discussion unless discussion of an item(s) is requested by a Board member(s).

A. Gift Approval: Approve all contributions, gifts, and transactions. **Refer to Transaction List on NCOE Foundation Monthly Financial Statement.**

All donation/gift acceptance requests will be submitted to the Board Secretary for approval. Approval will take the form of a consent agenda item where all gifts are listed

and then the board takes action to accept them. Items that the Board Secretary thinks might be controversial will be held for discussion or action. (Julie McClure, Secretary)

- B. Grant Approval: All grant submission requests will be submitted to the Board Secretary for approval. Approval will take the form of a consent agenda item where all grant requests are listed and then the board takes action to accept them. Items that the Board Secretary thinks might be controversial will be held for discussion or action. (Julie McClure, Secretary)
- C. Event Approval: All event approval requests will be submitted to the Board Secretary for approval. Approval will take the form of a consent agenda item where all event requests are listed and then the board takes action to accept them. Items that the Board Secretary thinks might need further discussion will be held for discussion or action. (Julie McClure, Secretary)
- D. Fund Distribution: Funds received through grants or donations to support a particular department, individual or organization will be transferred upon acceptance of NCOE Foundation terms. Approval of distribution of funds from the NCOE Foundation will take the form of a consent agenda item. (Julie McClure, Secretary)

**5. ACTION ITEMS**

- A. Board Approval Brokerage Account Authorized Signatures – the Board will be asked to approve the authorized signatures on the Brokerage Account for the NCOE Foundation. (Josh Schultz, Treasurer)

**6. INFORMATION ITEMS**

- A. NCOE Foundation Monthly Financial Statement (Josh Schultz, Treasurer)
- B. Review Investment Policy (Josh Schultz, Treasurer)
- C. Update on Letter to Donors (Julie McClure, Secretary)
- D. Upcoming grants and opportunities (Julie McClure, Secretary)

**7. FUTURE AGENDA ITEMS**

**8. NEXT MEETING OF THE NCOE FOUNDATION**

The next regular meeting of the NCOE Foundation will be on Wednesday, March 24, 2021.

**9. ADJOURNMENT**

In compliance with the American with Disabilities Act, if special assistance is needed to participate in this meeting, contact the NCOE Foundation at 253-6810. Notification forty-eight hours prior to the meeting will enable the NCOE to make reasonable arrangements to ensure accessibility to this meeting. I HEREBY CERTIFY THE AGENDA FOR THE STATED MEETING WAS POSTED ON THE NCOE WEBSITE AND IN NCOE'S DISPLAY CASE AT 2121 IMOLA AVENUE, NAPA, CA 94559, Friday, February 19, 2021. Informational material is available for review at the NCOE.

Ellen Sitter, Recording Secretary  
NCOE Foundation