

REVISED AGENDA

Note changes to:

Item 3.A. – gifts added

Item 4.B. – approved policy attached

NCOE Foundation

The NCOE Foundation will hold a regular meeting on Wednesday, April 24, 2019, at 3:00 p.m. in **Rooms B and C** at the NCOE, 2121 Imola Avenue, Napa, CA.

1. ORGANIZATION

- A. Call to Order
- B. Welcome to Visitors
- C. Approval of the Agenda
- D. Approval of Minutes – March 27, 2019
- E. 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. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

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

3. 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: Approval of donations/gifts from Julie McClure as follows:
\$100 to NCOE Foundation
\$100 to Camille Creek Fund
\$100 to Community Programs Fund
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. 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)

4. INFORMATION ITEMS

- A. NCOE Foundation Monthly Financial Statement (Josh Schultz, Treasurer)
- B. Review Donations/Gift Policy (Caroline Wilson)
- C. *Give!Guide*: Update (Sara Sitch)
- D. Upcoming Grants and Opportunities (Julie McClure, Secretary)
- E. Review Posting Bylaws to NCOE Foundation website (Julie McClure, Secretary)

5. FUTURE AGENDA ITEMS

6. NEXT MEETING OF THE NCOE FOUNDATION May 29, 2019

7. 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, Thursday, April 18, 2019. Informational material is available for review at the NCOE.

Ellen Sitter, Recording Secretary
NCOE Foundation