

**REGULAR MEETING OF THE NCOE Foundation**  
**Wednesday, September 23, 2020**

**Members present**

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

**1. ORGANIZATION**

**A. CALL TO ORDER**

Mr. Schultz called the meeting to order at 3:30 p.m.

**B. VISITORS**

Dr. Nemko was welcomed to the meeting.

**C. APPROVAL OF THE AGENDA**

The agenda was approved on a motion by Dr. Apolloni and a second by Ms. Vaughan. *Ayes* - Ms. Silva, Dr. Apolloni, Ms. Wilson, Ms. Vaughan, Ms. Miller, Mr. Schultz, Ms. McClure. *Noes* - None. *Not Present to Vote* - Ms. Sitch.

**D. APPROVAL OF MINUTES**

The Minutes of August 26, 2020 were approved on a motion by Ms. McClure and a second by Ms. Vaughan. *Ayes* - Mr. Schultz, Ms. Wilson, Ms. Miller, Ms. Vaughan, Ms. Silva, Dr. Apolloni, Ms. McClure. *Noes* - None. *Not Present to Vote* - Ms. Sitch.

**E. COMMENTS BY THE PUBLIC**

There were no comments from the public.

**2. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS**

**3. CONSENT AGENDA ITEMS**

A. No action was taken on Consent Agenda Item 3.A. (Donation/Gift Approval).

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).

D. On a motion by Mr. Schultz and a second by Dr. Apolloni, the Board approved Consent Agenda Item 3.D. Fund Distribution. *Ayes* - Mr. Schultz, Ms. Vaughan, Ms. Silva, Dr. Apolloni, Ms. Wilson, Ms. Miller, Ms. McClure. *Noes* - None. *Not Present to Vote* - Ms. Sitch.

The recipients of the approved fund distributions are:

- Superintendent's Fund: Ms. McClure reported that the Superintendent's Fund, at the request of Gillie Miller, Director, College & Career Readiness, provided five \$400 Target Gift Cards for five families who lost their homes in the fire. Target also donated five \$100 gift cards for a total of \$500 per family.
- Donor's Choose Project: Ms. McClure reported that Camille Creek received assorted physical education equipment and games for students to use.

**4. INFORMATION ITEMS**

**A. NCOE Foundation Monthly Financial Statement**

Mr. Schultz reported that the Financial Statement references transactions for the year through the end of August with the total balance noted.

Ms. McClure clarified that Dr. Apolloni’s previous donation was for the childcare program, and noted that she and Ms. Sitch will create a tracking mechanism to make sure we are matching that donation with the Bill Dodd funding.

**B. Grant Database Tools**

Mr. Schultz reviewed options shown on the Grant Database spreadsheet previously sent to the Board. Mr. Schultz suggested that we consider trying one of the options, one at a time, on a monthly basis.

Ms. McClure noted that she had reached out to Francesca Soriano-Hersh to provide assistance with the grant database options, and invited Ms. Vaughan to join them.

Ms. Sitch noted that she is interested in an additional database resources and management tool for her department’s purposes. Ms. McClure suggested we look at all the possibilities as well as possibly splitting the costs to maximize efficiency.

**C. Upcoming grants and opportunities**

Ms. McClure reported, as discussed at the last meeting with regard to possibly reaching out to the Bill Dodd list, that she has developed a letter and worked with Michael Mulcahy, Board Member, *If Given a Chance*, because he had a connection to a foundation who may have had longer-term interests in supporting us.

Ms. McClure further noted that we are asking for donations that we can use with the Bill Dodd funding to match. We will send the letter to the same list that contributed to us through the Bill Dodd Holiday Fundraiser in 2019. Senator Dodd signed the letter, so it will go out under his name. We will also be using it for some of the scholarships.

Dr. Apolloni noted that he will donate \$1,000 to the childcare program.

**5. FUTURE AGENDA ITEMS: Update Grant Database/Management Tools**

**6. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION**

The next virtual meeting of the NCOE Foundation will be held October 28, 2020 at 3:30 p.m.

**7. ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:03 p.m.

Respectfully submitted,  
Julie McClure, Secretary

Approved \_\_\_\_\_

Date \_\_\_\_\_