

REGULAR MEETING OF THE NCOE Foundation

Wednesday, August 25, 2021

Members present

Participated via Zoom: Gillie Miller, Kelsey Petithomme, Julie McClure, Connie Silva, Sara Sitch, Caroline Wilson, Tony Apolloni

Absent: Mr. Schultz, Ms. Vaughan

1. ORGANIZATION

A. CALL TO ORDER

Ms. McClure called the meeting to order at 3:30 p.m.

B. VISITORS

Visitors were welcomed to the meeting.

C. PUBLIC PARTICIPATION

Ms. McClure read the instructions regarding Public Participation. There were no comments by the public.

D. APPROVAL OF THE AGENDA

At the request of Ms. McClure, the Agenda was amended to change Action Item 4.A. to *Board Approval to cancel the regularly scheduled meeting on September 22, rather than reschedule it to September 29.* On a motion by Dr. Apolloni and a second by Ms. Wilson, the amended agenda was approved. *Ayes - Dr. Apolloni, Ms. Silva, Ms. Petithomme, Ms. Wilson, Ms. Miller, Ms. McClure, Ms. Sitch. Noes - None.*

E. APPROVAL OF MINUTES

The Minutes of July 28, 2021 were approved on a motion by Ms. Miller and a second by Ms. Silva. *Ayes - Dr. Apolloni, Ms. Silva, Ms. Petithomme, Ms. Wilson, Ms. Miller, Ms. McClure, Ms. Sitch. Noes - None.*

F. COMMENTS BY THE PUBLIC

There were no comments by the public.

2. CORRESPONDENCE, COMMUNICATIONS, AND REPORTS

3. CONSENT AGENDA ITEMS

A. On a motion by Dr. Apolloni and a second by Ms. Miller, the Board approved Consent Agenda Item 3.A. (Gift Approval): ***Refer to the Transaction List on the NCOE Foundation Monthly Financial Statement.*** *Ayes - Dr. Apolloni, Ms. Silva, Ms. Petithomme, Ms. Wilson, Ms. Miller, Ms. McClure, 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).

D. No action was taken on Consent Agenda Item 3.D. (Fund Distribution).

4. ACTION ITEM

A. On a motion by Ms. Wilson and a second by Ms. Silva, the Board approved cancelling the September 22 regular meeting and rescheduling the regular meeting to October 27. Ayes - Dr. Apolloni, Ms. Silva, Ms. Petithomme, Ms. Wilson, Ms. Miller, Ms. McClure, Ms. Sitch. Noes - None.

5. INFORMATION ITEMS

A. NCOE Foundation Monthly Financial Report

The NCOE Foundation Monthly Financial Report was accepted as presented.

B. Upcoming grants and opportunities

Ms. Sitch reported that her department is working on additional ways to attract students and staff in the ACE program. Ms. Sitch noted they are considering scholarships for high school seniors who might be interested in mentoring with athletic expertise and support to our middle school students. Ms. Stich noted that scholarships to be put toward education purposes might be an option, and she is open to any suggestions as to how to implement this.

Dr. Apolloni noted that we need to know how to pass the scholarship money to the students, so it's clear and simple. Dr. Apolloni noted that this would be a big draw for students' college applications.

Ms. Silva reported that she was approached by Carla Grant who runs a foundation-based program out of CDE's foundation arm. Ms. Grant has expressed interest in joining the NCOE, as she has done some work for us before. She wants to move her program, Dial EE, to a COE.

C. NCOE Foundation Compliance Calendar

Ms. McClure reported that the NCOE Foundation is on track with our compliance calendar. Ms. McClure noted that the Annual Fiscal Report will be on the October Agenda.

D. Need Statement Update

Ms. McClure noted that the Need Statement should reflect who we as a foundation and where we want to go. Ms. McClure and Barbara Nemko met with Kay Sprinkle who is an expert in developing fundraising plans for foundations. She was referred to us by the director of *If Given a Chance*. Ms. Sprinkle has great ideas and wants to work with us. Barbara asked her for a proposal in terms of a Need Statement and a plan going forward.

E. Report on Agencies to Help Identify New Federal Funding Environment

Report on Agencies to Help Identify New Federal Funding was tabled to the October meeting.

F. Schedule Future Planning Time

Schedule Future Planning Time was tabled to the October meeting.

G. Annual Reports on the Expenditure of Funds

Annual Reports on the Expenditure of Funds was tabled to the October meeting.

6. FUTURE AGENDA ITEMS: 1) Report on agencies that can help us identify the new federal funding environment; and, 2) Annual Fiscal Report.

7. NEXT MEETING OF THE NAPA COUNTY BOARD OF EDUCATION

The next meeting of the NCOE Foundation will be on Wednesday, October 27, 2021 at 3:30 p.m.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:08 p.m.

Respectfully submitted,
Julie McClure, Secretary

Approved _____

Date _____