

**REGULAR MEETING OF THE NCOE Foundation**  
**Wednesday, April 24, 2019**

**Members present**

Josh Schultz, Julie McClure, Sara Sitch

Participated via Zoom: Tony Apolloni, Connie Silva

Absent: Caroline Wilson

**1. ORGANIZATION**

**A. CALL TO ORDER**

Mr. Schultz called the meeting to order at 3:10 p.m.

**B. VISITORS**

Visitors were welcomed to the meeting.

**C. APPROVAL OF THE AGENDA**

The Agenda was approved on a motion by Ms. Sitch and a second by Ms. McClure. Ayes - Ms. Silva, Dr. Apolloni, Mr. Schultz, Ms. McClure, and Ms. Sitch. Noes - None.

**D. APPROVAL OF MINUTES**

The Minutes of March 27, 2019 were approved on a motion by Ms. McClure and a second by Ms. Silva. Ayes - Ms. McClure, Mr. Schultz, Dr. Apolloni, Ms. Silva, and Ms. Sitch. Noes - None.

**E. COMMENTS BY THE PUBLIC**

Michelle Hamilton, John Cardinale, and Debbie Haverstick, parents of the robotics team "Cellar Rats" students at Napa High School, provided public comment on items not on the agenda. The parents shared their desire to support the robotics team and want to open a dialogue about how to work together to support the Napa High School robotics team since the Napa County Office of Education supports this program. The parents looked into starting their own 501c3 and were encouraged to talk to the NCOE Foundation to work together to support the team.

Mr. Schultz invited the parents to stay after the meeting so he could answer their questions.

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

Nothing to report.

**3. CONSENT AGENDA ITEM**

**A.** On a motion by Ms. Sitch and a second by Mr. Schultz, the Board approved Consent Agenda Item 3.A. (Gift Approval). Ayes - Ms. McClure, Mr. Schultz, Dr. Apolloni, Ms. Silva, and Ms. Sitch. Noes - None.

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

#### **4. INFORMATION ITEMS**

##### **A. NCOE Foundation Monthly Financial Statement**

Mr. Schultz reminded the Board, should they have any questions, that Ms. Kelly Bucy is available to answer questions about the monthly financial statement provided in your packet. Mr. Schultz noted that the cash balance in the account is \$6,530.08.

Ms. McClure reminded the board of the fund names, so the board could fundraise on behalf of the individual programs.

Mr. Schultz noted that the bank will only accept checks to the approved funds: Camille Creek, College and Career Readiness, Community Programs, and the Superintendent's Fund, but we can issue funds to the program requested.

Mr. Schultz asked Ms. McClure to clarify with Ms. Bucy that she correctly tracked her donations.

##### **B. Review Donations/Gift Policy**

Review Donations/Gift Policy was tabled to the May meeting.

##### **C. Give!Guide**

Ms. Sitch reported that a meeting is scheduled in early May. Ms. Sitch noted that there is a mandatory 90 minute registration period to be cleared. Ms. Sitch also noted that she is waiting for clarification with regard to the registration being its entirety or individually.

Ms. McClure clarified that Ms. Sitch wants the Give!Guide to remain an Information Item on the agenda.

##### **D. Upcoming Grants and Opportunities**

Ms. McClure invited the Board to report on upcoming grants and opportunities. Ms. Sitch commented about the art grant opportunity and reported that the next step is to get in touch with us to invite us for the full application process.

##### **E. Review Posting Bylaws to NCOE Foundation website**

Ms. McClure reported that we will be posting Bylaws to the NCOE Foundation website.

**5. FUTURE AGENDA ITEMS** (1) Give!Guide update, (2) Review Cellar Rats program, and (3) Review board positions as some people's terms may be expiring.

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

The next meeting of the NCOE Foundation will be held May 22, 2019 at 3:00 p.m. at the NCOE.

#### **7. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Julie McClure, Secretary

Approved \_\_\_\_\_

Date \_\_\_\_\_