

**REGULAR MEETING OF THE NCOE Foundation**  
**Wednesday, August 26, 2020**

**Members present**

Participated via Zoom: Josh Schultz, Julie McClure, Sara Sitch, Tony Apolloni, Connie Silva, Lynne Vaughn, Gillie Miller, Caroline Wilson

**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 Ms. Vaughan and a second by Ms. Sitch. Ayes - Ms. Silva, Dr. Apolloni, Ms. Wilson, Ms. Miller, Mr. Schultz, Ms. McClure, Ms. Vaughan, Ms. Sitch. Noes - None.

**D. APPROVAL OF MINUTES**

The Minutes of July 22, 2020 were approved on a motion by Ms. Sitch and a second by Ms. Silva. Ayes - Mr. Schultz, Ms. Wilson, Ms. Miller, Ms. Vaughan, Ms. Silva, Dr. Apolloni, Ms. McClure, Ms. Sitch. Noes - None.

**E. COMMENTS BY THE PUBLIC**

There were no comments from the public.

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

Mr. Schultz reported that we have a donor who has expressed interest in being able to contribute appreciated securities to the NCOE Foundation. Mr. Schultz noted that he is in the process of opening a brokerage account for the Foundation through Vanguard. We will have the option for this particular donor, who has expressed interest, as well as for anyone else in the future who wants to do donate via this process or for anyone interested in soliciting those types of gifts.

**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 Ms. Vaughan and a second by Ms. McClure, the Board approved Consent Agenda Item 3.D. Fund Distribution. Ayes - Mr. Schultz, Ms. Vaughan, Ms. Silva, Dr. Apolloni, Ms. McClure, Ms. Sitch. Noes - None.

The recipients of the approved fund distributions are:

- Superintendent's Fund: Dr. Nemko reported that the Superintendent's Fund provided a gift card for \$500 to Grocery Outlet for a family, from Pope Valley, who were evacuated to Williams, CA because of the fires.

- Donor's Choose Project: Ms. McClure reported on the Donor's Choose Project and directed the Board to the expenditures listed on the NCOE Foundation Monthly Financial Statement for further details. Ms. McClure noted that we are still working on getting all of our projects funded, and we are pleased to announce that one of the projects was funded. Ms. McClure further noted that the process requires the Foundation to contribute half the funds, and then the Kellogg Foundation matches the other half for different middle school related projects. The first project was funded for a variety of different types of gym equipment and games for Camille Creek students to use. There is a list in the agenda that will show all that was purchased from this fund. We have two more projects that are working their way through their system, and Community Programs will be the recipient of those funds.

#### **4. ACTION ITEMS**

A. On a motion by Mr. Schultz and a second by Ms. Silva, the Board approved the Superintendent's Fund Description. Ayes - Mr. Schultz, Ms. Vaughan, Ms. Silva, Dr. Apolloni, Ms. McClure, Ms. Sitch. Noes - None.

#### **5. INFORMATION ITEMS**

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

Mr. Schultz reported that we can now set up monthly contributions to the Foundation through payroll and to contact Anna Vasquez or Kelly Bucy if anyone is interested in contributing to the Foundation through payroll.

##### **B. Annual Report on the Expenditure of Funds**

Ellen Sitter reported for the Superintendent's Fund, and Kesley Petithomme reported on the \$100 she spent for her program. The other departments who had funds distributed have yet to spend them. Those funds will carry over into next year and when the programs spend those funds, they should report on them.

##### **C. Update Possible Grant Services**

Update Possible Grant Services was tabled to the September 23 meeting.

##### **D. Upcoming grants and opportunities**

Ms. McClure reported that the NCOE will open the childcare program on September 8. We have 110 spots available and more than that are interested, especially at elementary level. A large number of those interested cannot afford the tuition. We have room for scholarships in our budget but not enough for the number of people who need it. Reaching out to the donor list from the Dodd event was discussed.

**6. FUTURE AGENDA ITEMS:** Update Grant Service options.

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

The next virtual meeting of the NCOE Foundation will be held September 23, 2020 at 3:30 p.m.

#### **8. ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:10 p.m.

Respectfully submitted,  
Julie McClure, Secretary

Approved \_\_\_\_\_

Date \_\_\_\_\_