

AMADOR COMMUNITY COLLEGE FOUNDATION REGULAR MEETING AGENDA

DATE: July 18, 2024

LOCATION: Board Meeting will be held via Zoom and in-person at the Center

TIME: approximately 5:30 pm, after the agenda items from the K16 Workforce Grant are completed.
Open Session of Regular Meeting of ACCF-Public Welcome

Discussion/Action Items:

Public Comments: Public Welcome and Introductions. At this time the Board will hear comments from the public, if any.

1. ORGANIZATION:
 - a. Acknowledgement of Neil Carlson's resignation from the Board effective July 8, 2024. The Board appreciates Neil's time on the Board and his efforts made on behalf of Amador College Connect!
 - b. Acknowledgement of the hiring of Andrew Gardner in the role of K16 Workforce Grant Program Director. Item was included on the agenda (item #1) of the Executive Council Meeting held June 20, 2024. The June minutes on the regular agenda minutes under "Committee Member Initiatives" Barbara made a motion to officially offer Andrew Gardner the position of Executive Director of the ACCF/Workforce Program. John seconded the motion and the motion passed unanimously.
 - c. Rachelle/Deb/Tiffany: Monthly reports on Amador College Connect activities.
 - d. Board: Review and approval of June minutes. (action item)
 - e. Craig: Presentation of monthly bank statements and expenditures.
 - f. Discussion: Should we continue with our proctored testing program. Before March, we should decide if we want to renew our membership or not. (Potential action item).
 - g. Maureen: Update on Dandelion Days 2025 application.
 - h. Craig/Barbara: Discussion: We need another person to sign checks.
 - i. Board Discussion: Held over as an agenda item from the May and June meetings: Since we are not on the Amador County Chamber calendar for hosting an event, should we host our own Open House with Barbara as the organizer of this event? Should we present to the Calaveras Chamber of Commerce our programs now that we are members or include the Calaveras Chamber and members in our potential Open House?
 - j. Board Discussion: Held over as an agenda item from the May and June meetings: Should we schedule a presentation to the ACUSD School Board? (updating them on our programs and dual enrollment) All ACUSD cabinet and School Board Members could be included in the potential Open House.
 - k. Karen/Rachelle: Update, if any, on the grant request made to Senator Marie Alvarado-Gil. Discussion of possible use of these grant monies to hire an office manager position.
 - l. Karen/John: Update on the Sierra Business Council Grant/Committee.
2. FUND DEVELOPMENT/FUNDRAISING COMMITTEE REPORT:
 - a. Barbara: Update on Fundraising Ideas/Events

- b. John: Publicity update. Susan: Social Media update.
- 3. STRATEGIC PARTNERS AND COMMUNITY RELATIONS REPORT:
- 4. PROGRAM OPERATIONS COMMITTEE REPORTS:

Committee Member Initiatives: (non-agenda items reported/suggested by members)

ADJOURNMENT: The next regular meeting is Thursday, August 15, 2024 at 4:30 pm via hybrid format or in-person at the Center.

AMADOR COMMUNITY COLLEGE FOUNDATION WORKFORCE K16 GRANT AGENDA

DATE: July 18, 2024

LOCATION: Board Meeting will be held via Zoom and in person at the Center

TIME: 4:30 pm Open Session of Regular Meeting of ACCF regarding the K16 Workforce Grant-Public Welcome

Discussion/Action items:

Public Comments: Public Comments: Public Welcome and Introductions. At this time the Board will hear comments from the public, if any.

- 1) Andrew: Update on the K16 Workforce Grant. Process towards the Objectives completed in the Statement of Work document.
- 2) Andrew: Introduction/Update on hiring of the Outreach and Enrollment Technician position. If in attendance, introduction of Mia Huss. Discussion: At future Board Meetings, will there will a report from Mia of her activities to present to the Board? Welcome Mia!
- 3) Andrew: Report/Update of ACCF's participation in the Amador County Chamber of Commerce Business Resource Event held on June 22, 2024.
- 4) Update: Andrew/Craig: Potential locations for the K16 personnel. Craig received a lease renewal agreement that includes the additional 290 square feet of space for the K16 program. (Potential action item). New lease agreement and previous lease agreement sent to Board Members for review via email.
- 5) Andrew: Update on the MOU with the Resource Connection/ECE and program.
- 6) Andrew: Update on the MOU with Volcano Communications Group/Computer Science program. Karen: Update on the additional insurance costs to ACC with Volcano's request for ACC to supply all insurances required.
- 7) Craig: Discussion/Update: Coverage for students/staff in the K16 program for Workman's Comp.
- 8) Barbara/Maureen: update on grant guidelines, procedures, and record keeping.
- 9) Thank you to Andrew for spearheading ACCF's participation in the Business Expo on June 22nd.
- 10) Thank you to Rachelle for assisting with the onboarding of Mia Huss, the new hire for the Outreach and Enrollment technician position.
- 11) Thank you to Barbara and Maureen for volunteering to facilitate the record keeping for the K16 grant funding.
- 12) Thank you to Craig for his work on both securing space for the K16 personnel and securing a new lease renewal.

ADJOURNMENT: The next Regular Meeting of ACCF regarding the K16 Workforce Grant is Thursday, August 15, 2024 at 4:30 pm via hybrid format or in-person at the Center.