

## AMADOR COMMUNITY COLLEGE FOUNDATION REGULAR BUSINESS MEETING AGENDA

DATE: June 19, 2025

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

TIME: 4:30-6:30 pm. 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 via email on 6/1/25, the minutes from the regular program were approved by majority vote. Paul made the motion to approve these minutes and Karen seconded the motion. Acknowledgement via email on 6/10/25 a decision was made to change the format of our agendas for the monthly business meetings. Acknowledgement that via email the March regular business meeting minutes were approved. Paul made the motion to approve these minutes, Karen seconded the motion, and the motion passed with a majority vote. Acknowledgment that the April K16 minutes were approved via email on 6/13/25. Paul made a motion to approve these minutes, Barbara seconded the motion, and the approval passed with a majority vote.
- b. Fundraising Updates: Barbara: Rocking Out at Kennedy Mine and the Tuscany Event.
- c. Board: Review and approval of May minutes for both the regular and K16 programs. (action item)
- d. Andrew: ACC Proposed Payroll Plan: A proposal of salaries funded monthly to ACC based on current pay rates and hours to approve. Program Director: \$2,916, Dual Enrollment Personnel: \$3,328, MHSA/JRCR: \$2,576 for a total of \$8,820. (action item)
- e. Andrew: ACCF Board to vote on inviting PNC Bank to host a one-time financial advising workshop at the center. (action item)
- f. Andrew: Board to approve the ACC proposed donation flyer, "One Student, One Choice=\$500" for public distribution. (action item)
- g. Andrew: Recommendation: ACCF initiates a hiring and payroll freeze including no opportunities for increased hours or pay raises until a budget plan is developed. (action item)
- h. Executive Committee/Personnel: Update on the development of job descriptions for Andrew and Rachelle (when she returns). Recognizing these job descriptions and hiring for these positions. (potential action item)
- i. Board: Discussion and decision regarding Fawn Vernon's request to have a designated space at the center. (action item)
- j. Treasurer: Craig is no longer able to serve in the role of Treasurer effective immediately. Craig let the Board know via email he is no longer a voting member of the Board and will not be at the June meeting. Discussion of these treasurer tasks and how to fulfill the

various tasks. Transfer of information of passwords, bank accounts, etc. will need to occur. Presentation of monthly bank statements and expenditures might be available for the meeting. Recognition of Craig's service for ACC.

- k. Karen: Update on budget to add Chris Molinelli to assist with some of the Treasurer tasks.
  - l. Andrew: Update on the SJF Grant, funding, programs, etc.
  - m. Board Discussion: Sue Allred's services to ACC. Do we have a contract with Sue for her services? How is ACC billed?
  - n. Item to discuss from previous meetings: Forming a team, including the Executive Director, to present in the community at organizations, events, and to search for major donors.
  - o. Discussion/Susan: ACC Website.
  - p. Lynda: Grants Committee Update: Grants and donations. Meeting with Lisa Lucke? Lynda sent an email on 6/16/25 stating she is currently working on the Rancheria Employee Grant for \$2,000 and is working with Andrew on signing up for Walmart's Sparkgood Program.
  - q. Paul/Karen: Personnel Committee Update
  - r. Janice: Student Services Committee Update- Janice provided the Board via email an update to this committee on 6/16/25.
  - s. Outreach/Special Events Committee Update. Need Chair?
  - t. Presentations to Organizations Committee Update: Need Chair?
  - u. Maureen: By Laws Committee Update. Maureen provided the Board via email an update to this committee on 6/16/25.
  - v. John: Publicity Committee Update.
  - w. Annette: Update on Emergency Planning staff training provided by law enforcement.
  - x. Barbara: Update on September Open House/Co-hosting the Chamber Event with Kennedy Mine.
2. FUND DEVELOPMENT/FUNDRAISING COMMITTEE REPORT:
- a. Barbara: Updates on Fundraising is on the agenda under organization for this meeting.
  - b. John: Publicity update.
  - c. Susan: Social Media update was sent to the Board on 6/16 via email.

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

ADJOURNMENT: The next regular meeting is Thursday, July 17, 2025 at 4:30 pm via hybrid format or in-person at the Center.