

AMADOR COMMUNITY COLLEGE FOUNDATION WORKFORCE K16 GRANT AGENDA

DATE: Thursday, March 20, 2025

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) Board: Review and approval of the February K16 minutes. (action item)
- 2) Andrew: Update on the K16 Workforce Grant.
- 3) Mia: Monthly report on K16 activities. Mark your calendar: Monday, June 30, 2025 K16 Career Pathway Program Commencement 5-8 pm/Dinner/Ceremony, location: TBA
- 4) Andrew: update of K16 Grant reporting and keeping track of the necessary documents needed to submit to Columbia to meet the guidelines outlined by the Grant. At this time, there are no Board members involved of the overseeing of the grant expenditures.

ADJOURNMENT: The next Regular Business Meeting of ACCF regarding the K16 Workforce Grant is Thursday, April 17, 2025 at 4:30 pm via hybrid format or in-person at the Center.

AMADOR COMMUNITY COLLEGE FOUNDATION REGULAR MEETING AGENDA

DATE: March 20, 2025

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 that the January Strategic Planning Meeting minutes were approved via email on 2/27/25. Karen made a motion to approve the minutes and Paul seconded the motion and it passed with a majority vote.
- b. Welcome to Isabella Ruiz, our new Coordinator of Coordinator of College and Dual Enrollment Programs! Introductions if she is in attendance. We are excited to have her as part of our amazing staff!
- c. Mary/Tiffany/Isabella (?): Monthly reports on Amador College Connect activities.
- d. Board: Review and approval of February minutes of the regular program. (action item)
- e. Craig: Presentation of monthly bank statements and expenditures.
- f. Maureen: Review of Dandelion Days Event. Thank you to Maureen for organizing the event for us and to the volunteers who took a shift at the event. Applications are available for the 2026 Event now. Vote to participate and complete application for 2026. (action item)
- g. Item to discuss from the February meeting: Forming a team, including the Executive Director, to present in the community at organizations, events, and to search for major donors.
- h. Board Officer positions for 2025. Chair, Vice-Chair, Treasurer, Secretary, Personnel, Student Services, Fundraising Chair, Publicity, and annual special events (Giving Tuesday and Dandelion Days). Susan sent email to Board Members to consider if they are interested in any of these positions. Finalize the positions for 2025. Currently we have a vacancy for the position of Vice Chair. Volunteers/Nominations for this position? (action item)
- i. Janice: Update on the email sent with the ACCF Committees and Chair for 2025.
- j. Grants Committee Update: Need Chair? Update from Lynda on the Amador Community Foundation Grant.
- k. Paul/Karen: Personnel Committee Update
- l. Janice: Student Services Committee Update
- m. Outreach/Special Events Committee Update. Need Chair?
- n. Presentations to Organizations Committee Update: Need Chair?
- o. By Laws Committee Update: Need Chair?

- p. Board Discussion: Advertisement for the Treasurer position has been on Social media. Should we be separating the responsibilities of the ACC Treasurer? Should we consider the option of having two Board Members volunteer as Treasurer for the two different banks? One volunteer could be responsible for the Umpqua accounts and another could be responsible for the Bank of Marin accounts. Some tasks will be given to Mary.
 - q. Annette: Update on contacting the Sheriff's office for planning for emergencies.
 - r. Barbara: Update on September Open House/Co-hosting the Chamber Event with Kennedy Mine.
 - s. Annette/Barbara: Update to the cost/possibility of subletting office space from MLJT. Cost to ACC? (potential action item)
2. FUND DEVELOPMENT/FUNDRAISING COMMITTEE REPORT:
- a. Barbara: Updates on Fundraising.
 - b. Board Discussion: Hiring of a Grant Writer. Lisa Lucke presented a proposal for ACCF to hire her services. This proposal was presented at our January Planning Meeting. Ideas for projects to share today during this discussion? For future meetings, this will be under the Grants Committee reporting.
 - c. John: Publicity update. Susan: Social Media update.
3. STRATEGIC PARTNERS AND COMMUNNITY RELATIONS REPORT:
4. PROGRAM OPERATIONS COMMITTEE REPORTS:

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

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