

Amador Community College Foundation Meeting Minutes

Thursday, October 16, 2025

Paul called the regular public business meeting of the Amador Community College Foundation to order on Thursday, October 16, 2025 via Zoom Meeting and in person at 4:39 p.m.

Roll Call: Paul Molinelli, Jr., Karen Dickerson, John Tillman, Barbara McFarland, Janice Davis, Maureen Angle, Lynda Burman, Annette Solis Rios, and Susan Zaffarano. Staff: Rachelle Jose de Mattos-Saldade

Public Comments: There were no public comments.

1) ORGANIZATION:

- a. Andrew and Rachelle provided the Board with detailed reports including all program updates from staff, general ACC budget updates, new program updates, general ACC updates and discussion items, and updates on the SJF Catalyst Grant. Rachelle shared information from Andrew that he has received confirmation from Bob Burriss that the contract/MOU between the SJF grant and ACC has been completed. There are currently 23 students participating in the MHSA program. Tiffany has created a new Coastline Community College Student checklist to be utilized for all new Coastline students. Tiffany is preparing the MHSA students who should be ready to complete their spring internship. The 5 student interns have expressed where they would like to complete their spring practicum. Student interns are paid \$16.50 for a maximum of 60 hours per student. Appointments are being set up for Spring 2026 enrollment. There are 9 students enrolled in the JRCR Scholarship program. The outcomes of the meeting between ACC staff and the JRCR MOU contacts resulted in no educational reimbursement for employees interested in earning a degree not related to their employment position, a \$2,000 gift provided to ACC since the proposed MOU increase was not approved, and the administrative costs on the JRCR invoice will increase to \$40 and will include ACC staff's marketing and support time. Tiffany has taken on the task of leading ACC's participation in the 2nd Annual City of Jackson Festival of Trees Non-Profit Showcase. Fall classes are underway for Dual Enrollment and the planning for Spring has begun. There are 55 Dual Enrollment students enrolled for the Fall 2025 semester and 8 students who have already begun the process for the Spring. Bella and Andrew met with the ACUSD high school counselors and made plans for this school year's Dual Enrollment process. The flyers for Dual Enrollment have been revised and sent out on Parent Square. Sierra College has been added as one of our Dual Enrollment school offerings. Paperwork has been approved and submitted to add Sierra College. Bella and Tiffany will attend the Dual Enrollment Conference in 2026. There are 36 ECE students and 14 Computer Science students enrolled in the K16 programs. The weekly computer labs are going well due to Marcus' leadership. Mia attended the K16 Summit Day with Andrew and shared about the pathways offered at ACC. One of our former ECE students, Savannah Cotham, spoke on a student Q & A panel at this summit. Mia has been working on securing permits from the state for a few students from last year's K16 ECE Pathway. Andrew provided general ACC updates that included having very positive meetings with community partners including Sutter Health, TANF, and the Jackson Rancheria. Andrew is working with

- ACUSD, Amador Adult Education, Jackson Fire, and Sutter Creek Fire to get a fire training program off the ground next year in Amador. The coursework for this opportunity would be from Columbia's Fire Program. All budget reports have been updated. Since July 1st, ACCF revenue equals \$184,018. Rachelle provided the board with her report including information on financial management, human resources and staff support, center planning and operations, student support and program delivery, scholarship and funding, and background check services. The monthly expense logs were updated and receipts and invoices were sent to Chris. Rachelle continues to resolve unpaid invoices and keep current invoices paid. The DonorBox receipts are being forwarded to Barbara and Andrew. Our square account has been recovered. Rachelle has been monitoring and responding to the info@amadorcollegeconnect.org email address inquires. Rachelle and Maureen attended the Giving Tuesday information meeting. The new contact information for our building manager for the Rancheria is Jamie Daneri. Staff will inform Andrew or Rachelle of any issues prior to contacting the Rancheria.
- b. Barbara reported that the Tuscany Event is sold out! Details of the tasks already completed were discussed with a reminder that there will be a work sign up emailed to the Board to assist with tasks and set up. The Fundraising Committee met prior to the October Board Meeting.
 - c. John made a motion to approve the September minutes with 2 typo corrections to the minutes and Lynda seconded the motion and the motion passed unanimously.
 - d. The Board reviewed the Rockin Out at Kennedy Mine Fundraising Event. There were suggestions given to add to the event if we do this Fundraiser for 2026.
 - e. The Board discussed the timeline for developing/creating a new website for ACC. This topic will be a discussion item for the Executive Committee. The general consensus is we need funding exclusively for a new website prior to moving forward. Barbara made a motion for the Board to hire Lisa Lucke's services for 4 hours for a total expenditure of \$240 to assist with the search for funding/grants and Janice seconded this motion. The motion passed unanimously.
 - f. The Board will discuss developing a protocol for Center Closures at the November meeting.
 - g. Maureen reported to the Board an update to the Giving Tuesday event. The event will be from 4-6:30 pm at St Katherine Drexel. On December 2nd. Set up will be the day before the event and postcards will be going out to previous donors and from a list Maureen has from previous years. The list of supporters/donors being tabulated by staff is incomplete and not up to date. Susan will send physical addresses to individuals/organizations that have received thank you letters in the past. Email address of individuals/organizations will be sent to Barbara.
 - h. The 2026 ACCF Board Meeting Schedule was emailed to the Board prior to the October meeting. A motion was made to approve the dates for 2026 by John and seconded by Barbara. The acceptance of the 2026 schedule was approved unanimously.
 - i. The Board would like to participate in the 2026 Amador County Chamber of Commerce Open House for 2026. Janice will follow up on the process needed to follow to be on the schedule.
 - j. Karen's agenda item of Non-profit membership in Jackson Rotary will be on the November agenda.

- k. An update on ACCF's financial/budget plan will be on the November agenda.
- l. Lynda is continuing to research grants/donations for ACCF.
- m. Paul and Karen did not have a Personnel Committee update.
- n. Janice gave the Board a report on the Wine Hospitality Program at UOP. At this time, a curriculum of an online/hybrid program is being developed by UOP.
- o. The staff continues to attend community and outreach events promoting ACCF.
- p. Maureen will update the Board with By Law information, modifications, and compliance at the November meeting.
- q. John emailed the Board with the Publicity Committee update. The highlights included: the advertising in the Leger Dispatch for the Kennedy Mine event was completed, a suggestion was given to consider publishing thank yous for the Kennedy Mine event sponsors, a suggestion was given to consider advertising for the Giving Tuesday Event, following the Tuscany Event we need to publicly acknowledge sponsors and attendees with a thank you, and we need to send out a save the date for 2026 notification for our next concert and "gala" events soon. Barbara brought up the suggestion we recognize sponsors at an "official" event.
- r. Susan emailed the Board an update of the Social Media activities. Highlights from the previous 28 days include 22,660 views which is up 12% from the previous 28 days and a total of 1,143 followers. Dedicated posts still include a "What's Up Wednesday" weekly posts and a twice a month "Motivation Monday" inspirational post from students, staff, or community members related to ACC.

Committee Members Initiatives (non-agenda items reported/suggested by members): The Board discussed the possibility of a donation to The Kennedy Mine for their support of our Rockin Out at the Kennedy Mine Event. Janice will provide the Board with more information at the November Meeting.

ADJOURNMENT: The Hybrid/in-person meeting was adjourned at 6:27 pm. The next regular public strategic planning/business meeting is scheduled for January 15, 2026 at 4:30 pm at the center and via Zoom.