



# RIVERSIDE COUNTY OFFICE OF EDUCATION FOUNDATION

## ANNUAL ORGANIZATIONAL MEETING MINUTES

Thursday, July 21, 2022, 2:30 p.m.

Riverside County Office of Education

Virtual – Online

Due to the current COVID-19 conditions, this meeting will only be available for viewing online to members of the public. The meeting will be conducted via Zoom and displayed on YouTube. Only authenticated users will have access to participate in the Zoom proceedings. Public comments must be emailed to [dmsmith@rcoe.us](mailto:dmsmith@rcoe.us) to be read into the record. Live Streaming Link via YouTube: <https://youtu.be/uvbPY2RsExQ>

### REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

With at least 48-hours' notice, any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Administrative Assistant to the Foundation Board at (951) 826-6478 or email at [dmsmith@rcoe.us](mailto:dmsmith@rcoe.us).

#### **Riverside County Office of Education Foundation Board of Directors**

Mr. Jack Clarke

Dr. Ruth Pérez

Mr. Eric Eckstrom

Mr. Lucio Perez Jr.

Mrs. Ana Farfan

Mr. Kevin Scherrell

Dr. Edwin Gomez

Mr. Pete Serbantes

Mr. Paul Jessup

Mrs. Suzanne Trowbridge, Secretary

Ms. Diana Kot

Mr. Fred Wolf, Vice Chair

Mr. Lou Monville, Chair

#### **Foundation Director**

Ed Lewis

### **1.0 PROCEDURAL**

#### **1.1 Call to Order**

Meeting was called to order at 2:32 p.m.

#### **1.2 Pledge of Allegiance**

Director Monville led the Pledge of Allegiance.

Director Monville reminded everyone that this meeting is being live streamed. Also that the Board appreciates and encourages any public comments.

#### **1.3 Establishment of a Quorum**

Directors Jack Clarke, Erik Eckstrom, Ana Farfan, Paul Jessup, Diana Kot, Lou Monville, Lucio Perez Jr., Kevin Scherrell, Suzanne Trowbridge, and Fred Wolf were present. Pete Serbantes joined the meeting at 2:57 p.m.

Directors Dr. Edwin Gomez and Dr. Ruth Pérez were absent.

#### **1.4 Action: Approval of the Agenda**

**Motion:** It was motioned by Director Trowbridge and seconded by Director Clarke that the agenda be approved as presented.

**Vote:** 11 ayes, 2 absent

#### **1.5 Public Comments**

There were no public comments.

### **2.0 CONSENT**

#### **2.1 Action: Approval of Minutes**

**Subject:** Request approval of the draft minutes of the regular meeting of the Riverside County Office of Education Foundation (RCOEF) Board held May 19, 2022.

**Document(s):** Draft minutes from the May 19, 2022 meeting.

**Motion:** It was motioned by Director Eckstrom and seconded by Director Farfan that the minutes be approved as presented.

**Vote:** 10 ayes, 2 absent, Abstention by Director Scherrell, who was not at the last meeting.

### **3.0 ACTION**

#### **3.1 Action: Resignation of Board Member Dio Saucedo and Tina Daigneault**

**Subject:** Request acceptance and approval of Dio Saucedo and Tina Daigneault's resignation from the RCOE Foundation Board

**Document(s):** Letter/email on file.

Director Monville asked the Board that we accept their resignations with regret. If there are any questions or comments about either of those items, we can discuss and if not, ask for a motion.

**Motion:** It was motioned by Director Trowbridge and seconded by Director Clarke that the resignations are accepted as presented. Director Monville asked if there was any further discussion. Let the record show no further discussion.

**Vote:** 11 ayes, 2 absent

Motion carries

#### **3.2 Action: RCOEF Board of Directors' Term Renewal**

**Subject:** Request approval of a four-year term renewal ending July 2026 for RCOEF Board of Directors Lou Monville.

**Document(s):** None.

**Motion:** It was motioned by Director Trowbridge and seconded by Director Clarke that the term renewal for Director Monville be extended for another four year term.

**Vote:** 11 ayes, 2 absent

Director Monville asked Foundation Director Lewis to remind everyone what the Board of Directors Bylaws states for term renewals. Foundation Director Lewis shared the process that Board members serve a four year term, if renewed for another four years, the request needs to come before the Board for approval. Director Farfan requested to get a list of the expiration

dates of the Board Member terms. Foundation Director Lewis will provide the list of Board Member terms. Director Monville requested that the list of Board Member terms be included with the minutes.

**Motion:** It was motioned by Director Trowbridge and seconded by Director Clarke that the term renewal for Director Monville be extended for another four year term.

**Vote:** 10 ayes, 2 absent, Abstention by Director Monville

### **3.3 Action: Election of 2022-2023 Officers**

**Subject:** Request approval of the slate of officers to serve during the 2022-2023 fiscal year as listed below:

Lou Monville, Chair / Suzanne Trowbridge, Vice-Chair / Kevin Sherrell, Secretary /Eugene Villa, Treasurer as an appointed designee by Dr. Gomez and as such, Eugene is not an elected and voting member of the board of directors.

**Document(s):** None.

Director Kot, Chair of the Nominating Committee shared that along with the Nominating Committee members which consists of Director Monville, Director Clarke, and Director Eckstrom met to review the Election of Officers process and have the following proposed recommendations. The committee would like to renew Director Monville for his Chair position, Suzanne Trowbridge as Vice Chair, Kevin Scherrell as Secretary, and Eugene Villa as Treasurer. Director Kot reminded the Board that Mr. Villas was appointed as a designee by Dr. Gomez and is a non-voting member of the Board. This is the Nominating Committee's recommendations for the 2022-23 slate of officers for the Board. Director Monville thanked Director Kot and the committee for their time.

**Motion:** It was motioned by Director Kot to approve the slate of officers as presented and seconded by Director Clarke.

There were no further questions or comments.

**Vote:** 11 ayes, 2 absent

### **3.4 Action: 2022-2023 RCOE Foundation Budget**

**Subject:** Request approval of the proposed 2022-2023 RCOE Foundation Budget.

**Document(s):** Proposed 2022-2023 RCOE Foundation Budget.

Foundation Director Lewis reviewed the budget. The revenue goal for 2022-23 is \$377,500 and the actuals for the end of June 2022 was \$321,387. This amount is 22% above what was approved last year which was \$263,000. It is a historic budget. If able to hit this mark it is 43% higher than last year's budget. Dr. Pérez looked at the budget and Director Monville looked at the budget and if there are any questions I will answer them. Director Monville stated it is an aggressive budget, but Foundation Director Lewis feels comfortable in achieving this budget. If we can achieve this number it will help young people with scholarships. There were no other further questions or comments.

**Motion:** It was motioned by Director Clarke and seconded by Director Kot.

**Vote:** 11 ayes, 2 absent

Budget is approved.

Foundation Director Lewis wanted to thank Eugene Villa for coming on board as the official Treasurer. Mr. Villa has been acting in this capacity for a while. Mr. Villa always looks at the budget updates. He looks forward to working with Mr. Villa now as the confirmed Treasurer.

Mr. Villa thanked the Foundation Director Lewis and the Board and he looks forward to working with the Board on the budget and assisting as much as he can. It is privilege and I look forward to helping and serving. Director Monville thanked Mr. Villa on behalf of the board for his work.

Foundation Director Lewis gave a thank you to Donna Simmons for assisting the RCOE Foundation Board of Directors. Donna is moving to a new role at RCOE. At the same time, we are welcoming Dana Smith, who has been at RCOE quite a few years, but is now moving into a new role in working with the RCOE Foundation and Dr. Scott Price the Chief Business Official. Just wanted to let everyone know we are in a little bit of a transition but in a good stead.

### **3.5 Action: 2022-2023 RCOE Foundation Events Schedule**

**Subject:** Request approval of the 2022-2023 RCOE Foundation Events Schedule.

**Document(s):** Draft copy of the 2022-2023 RCOE Foundation Events Schedule.

Foundation Director Lewis reviewed the 2022-2023 RCOE Foundation Event schedule. Which reflects the third Thursday of the month for Board Meetings. Maintaining the same schedule at the same time. Next year we will re-implement the sponsor recognition and scholarship reception, usually the first Tuesday in December. The first Monday in October is already scheduled for the 2023 RCOE Foundation Golf Tournament.

Director Jessup asked if we would be having a sponsor recognition event this December. Foundation Director Ed Lewis stated we will have the in-person recognition event next year, although we do recognize all of the sponsors with a nice thank you letter and certificate that we send to them. With the possibility of on-and-off again due to COVID, thought we would go one more year without an in-person event.

Director Monville ask Director Trowbridge if she could chair the November 17, 2022, meeting as Director Monville will be out of town. Director Trowbridge agreed to chair the meeting.

Director Monville hearing no other questions or comments all of those in favor of the 2022-23 Events Schedule for the Foundation. Signify by saying aye.

**Vote:** 11 ayes, 2 absent

## **4.0 INFORMATION/DISCUSSION ITEMS**

### **4.1 Foundation Director's Report**

#### ***Partner Sponsorship Program Update***

- This program Dr. Pérez introduced, asking different departments that have events and that they budget for those events, so they don't need sponsorship. The events provide for visibility and exposure for these companies. There is an events schedule starting in September through June 30, 2023. The companies can select the level of benefits. This program brought in over \$40K last year. This year the Foundation is anticipating \$80K, so far have picked up \$11K in July toward the \$80K goal.

### ***Business Partners Program Update***

- There are 58 active members, which is producing \$59K. Foundation Director Lewis shared he is pretty happy that he has signed up Riverside City College, Moreno Valley College, and Norco College, which all signed up for the Silver Circle of \$1500 each. If anyone has any contacts for UCR, Cal Baptist or La Sierra University, please share those with Foundation Director Lewis. Right now through the Scholarship Program we have about four students attending the Cal Baptist and a number attending Moreno Valley and the other local colleges.
- Foundation Director Lewis stated he is hoping we will get to 75 members this year by the end of December 2022. If any of the Board Members have a colleague or associate that may be interested in joining, please provide the contact information.
- Director Farfan asked to be reminded if the commitment is a one year commitment. Foundation Director Lewis stated it is a one year membership from the date they join.
- Mr. Villa stated he has a contact at UCR and will provide that information to Foundation Director Lewis.

### ***Grants/Sponsorships Update***

- Foundation Director Lewis shared he is still waiting for the San Manuel notification about the \$25K grant. It was shared that the Foundation should be receiving the grant this year. The Verizon grant for \$5,000 was received. Also, the County Supervisors jump started their Community Investment Development (CID) Program, the three that give to the Foundation, Supervisor Spiegel, Supervisor Jeffries, and Supervisor Washington, all three grants have been submitted and if we get what we asked for, the Foundation could receive \$14,000.

### ***Student Scholarship Programs Update***

- Foundation Director Lewis shared this year the applications were a little slow coming in. The deadline for submission was extended which helped. The Foundation ended up with 48 qualified students. We were able to increase scholarship to \$2,500; totaling \$122,500. This is very close to the \$125,000 budgeted. Very impressed with our students and shared that the students are going to very interesting and great universities, e.g., University of Alabama, University of Oklahoma, Villanova, University of Wisconsin-Madison, USC, UCLA, and from San Diego State to Berkeley.

Foundation Director Lewis stated this concludes his report.

### ***Upcoming Events:***

- Board Meeting September 15, 2022
- October 3, 2022 8<sup>th</sup> Annual RCOE Foundation Golf Tournament

Director Monville had a few questions for Mr. Villa. Having read some newspaper articles and some educational news journals regarding California's historic K-12 budget of \$170B. Will there be some pots of money that the Foundation can go after? Mr. Villa stated he can look into the one-time pots of money, but would need to do some research. Not aware of dollars available for the Foundation. Director Monville asked the Board Members to continue to monitor these and other opportunities.

Director Monville asked if there were any other questions or comments. There were not additional comments.

Director Jessup requested if Foundation Director Lewis could send out the sponsorship levels for the Golf Tournament. Mr. Lewis will provide the Golf Tournament information to Director Jessup right after the meeting.

#### **4.2 Board of Directors' Comments**

Director Trowbridge shared a thank you to Director Monville for continuing as the chair.

Director Monville said no problem, happy to help.

Director Farfan echoed Suzanne's comments and wanted to say thank you to Donna for supporting the Foundation this last year and welcome aboard to Dana, you are a great addition to the team.

Director Monville agreed and thank you Donna and welcome aboard Dana and welcome to Mr. Villa our new Treasurer and an aggressive budget. Will keep moving the ball and putting scholarship money into young peoples' hands. There were no additional comments.

#### **ADJOURNMENT**

The meeting adjourned at 3:07 p.m.