Napa Valley Community College District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
January 13, 2011
5:30 p.m. Closed Session
6:30 p.m. Return to Public Session

1.0 CALL TO ORDER 5:30 p.m.
Board president Brenda Knight called the meeting to order at 5:30 p.m.

2.0 CLOSED SESSION (5:30 p.m.) As there were no comments regarding closed session items, the board went immediately into closed session to consider and/or take action upon any of the following items:

With respect to every item of business to be discussed in closed session pursuant to Section 54957.6, CONFERENCE WITH LABOR NEGOTIATORS
Organization representing faculty: NVCFA/CTA/NEA
Organization representing classified: NVC-ACP/SEIU
Organization representing administrative/confidential: NVC Administrative Senate

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT
Titles:
1) Respiratory Care Instructor/Clinical Coordinator (Temporary, One-Semester Leave Replacement)
2) Associate Degree Nursing Program Instructor (Temporary, One-Semester Leave Replacement)
3) Executive Assistant to the Superintendent/President (Confidential)
4) Interim General Manager, Performing Arts Center (Salaried Professional)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT: Approval of Reclassification Recommendations for Classified Staff

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT: Consideration of Release of Academic Employee

With respect to every item of business to be discussed in closed session pursuant to Section 54956.95, CONSIDERATION OF LIABILITY CLAIM
Claimant: Paul Battat
Agency Claimed Against: Napa Valley Community College District

With respect to every item of business to be discussed in closed session pursuant to Section 54956.9(a) CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION: Arbitration filed by Martin Murphy against the Napa Valley Community College District
With respect to every item of business to be discussed in closed session pursuant to Section 54956.9(b) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION: Significant exposure to litigation (two cases)

3.0 RETURN TO PUBLIC SESSION (6:30 p.m.)

3.1 Members Present: Brenda Knight, Michael Baldini, Bruce Ketron, Steve Reinbolt, JoAnn Busenbark, Bill Blair, Tom Andrews, James Holliday

Staff Present: Dr. Edna Baehre, Sue Nelson, Oscar DeHaro, Dan TerAvest, Matt Christensen, Betty Malmgren, David Angelovich, Sonia Wright, Jose Sanchez, Erik Shearer, Diane Van Deusen, Sue Engle

Guests Present: Lloyd Coker, PGE representative; John Tuteur, Napa County Registrar of Voters, Steve Schellhamer, Assistant Napa County Assessor, Vee Tuteur, Kathleen Lucier

3.2 Pledge of Allegiance
The audience recited the pledge of allegiance.

3.3 Introduction of Visitors, Guests, and New Staff
Guests introduced themselves. Steve Reinbolt introduced his son, Keith Reinbolt.

3.4 Announcement of Items from Closed Session
Brenda Knight announced that the following items were unanimously approved by the Board of Trustees in closed session:

Austin Delacruz, Jr., Respiratory Care Instructor/Clinical Coordinator (Temporary, One-Semester Leave Replacement)
Carollee Cattolica, Executive Assistant to the Superintendent/President (Confidential)
Sheri Miller, Interim General Manager, Performing Arts Center (Salaried Professional)
Approval of Reclassification Recommendations for Classified Staff (IT Network Specialist and IT Support Technician)
Denial of Liability Claim for Paul Battat

3.5 Adoption of Current Agenda
M/S/C (Ketron/Busenbark) to adopt the current agenda, with the following adjustment to the order of the agenda: 9.1, 9.2, 8.2, 9.4 moved to the top of the agenda.

3.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)
Board president Brenda Knight announced the following upcoming meetings:
February 10, 2011 Regular Meeting (to be held in American Canyon, Holiday Inn Express. President Knight said there would be a reception between 5:15 p.m. and 6:30 p.m. for the community to meet Dr. Baehre; closed session at 4:30 p.m., public session at 6:30 p.m.)
March, 2011 Regular Meeting (the board will be polled to set a new date for this meeting during the first week of March)
March Special Meeting with Napa Valley College Foundation, March 23, 2011
April 14, 2011 Regular Meeting

4.0 PUBLIC COMMENTS — GENERAL
There were no public comments.

5.0 CONSTITUENT GROUP REPORTS

- Classified Association Report
  Jose Sanchez said classified staff enjoyed a good break and that they would be working hard in the new semester to support the college’s mission and student success.

- Classified Senate Report
  No report.

- Administrative Senate Report
  No report.

- Napa Valley College Associated Students Report
  Keith Reinbolt read from an email report from that Alex Shantz. He said that the spring semester would include some great events; the ASNVC would work on a coalition to promote the needs of students; there would be a Welcome Center for first-time students; and student forums would continue for the upcoming semester. Finally, he reported that students were deeply alarmed by the state budget, the impact that cuts would have on students, inclusivity, and the fee increase, but they would work hard with faculty, classified, and staff in the upcoming semester.

- Academic Senate Report
  No report.

- Faculty Association Report
  No report.

6.0 APPROVAL OF MINUTES OF DECEMBER 8, 2010

(See backup pages 1 through 8.)

7.0 CONSENT AGENDA

M/S/C (Ketron/Baldini) to approve the following items on the consent calendar, with several items being pulled for further discussion, including 7.3, 7.4, and 7.8 (see below).

Student trustee James Holliday asked for an explanation of the Salary Advancement Project, consent item 7.8 (see below). Bruce Ketron asked for clarification regarding agenda items 7.3 and 7.4 (see below).

7.1 Ratification of Financial Documents for December, 2010

7.1.1 Approval of Warrants for December, 2010

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<td>Capital Outlay Projects Fund</td>
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7.1.2 Approval of Total Gross Payroll for December, 2010

$2,096,800.99

7.2 Approval of Personnel Document of January 6, 2011
7.3 **Approval of Agreement with Blackboard, Inc.**
Mr. Ketron said that this was an important and significant contract, so he wanted further discussion on the item. John Nahlen explained that this is a highly regarded company. The District has moved from one platform to another for online courses, and Blackboard gave the District a break on the higher level platform. We currently have approximately 2,000 registrations in online courses. The platform allows access at home for students, and faculty using the platform have been very pleased with it.

The Board approved the agreement with Blackboard, Inc., an addendum to the original agreement with Blackboard, Inc. for Software Licensing and Hosting Support entered on June 26, 2008. The term of this agreement is from December 30, 2010 through June 30, 2014. The cost for the period December 30, 2010 to June 30, 2011 is $15,914; for the period July 1, 2011 to June 30, 2012 is $32,782; for the period July 1, 2012 to June 30, 2013 is $35,077; and for the period July 1, 2013 to June 30, 2014 is $37,532.

7.4 **Approval of Agreement with the San Francisco Community College District, California Early Childhood Mentor Program**
Mr. Ketron asked for clarification regarding this item and also noted that the agreement appears to be late. Mr. Nahlen clarified that this agreement stipulates that SFCC would pay NVCC. He said it was a long-standing agreement, and we just received it from SFCC.

The Board of Trustees approved an agreement (Resolution number 100527-B20/Appropriation or Grant number CN100069) with the San Francisco Community College District California Early Childhood Mentor Program. This program provides resources to recruit and train early childhood mentors and then place student teachers with mentors to complete their practicum. The term of the agreement is from September 1, 2010 through June 30, 2011. The maximum amount available through this grant is $20,503.00.

7.5 **Approval of Agreement with Rainbow House and Home Base**
The Board of Trustees approved an agreement with Rainbow House and Home Base for the purpose of providing nursing students participation in educational learning activities that include health care delivery and health promotion opportunities. The term of this agreement is from January 1, 2011 until terminated by either party. There are no financial obligations for either party.

7.6 **Approval of Agreement with John Muir Health for the Purpose of Providing Clinical Training for Napa Valley College Nursing and Paramedic Students**
The Board of Trustees approved an agreement with John Muir Health for the purpose of providing clinical training for students enrolled in the nursing and paramedic programs. The term of the agreement is from January 1, 2011 through December 31, 2014, or until terminated by either party. There are no financial obligations for either party.

7.7 **Approval of Agreement with Tour Resource Consultants**
The Board of Trustees approved an agreement with Tour Resource Consultants for the purpose of providing an opportunity for students enrolled in Spanish 110, 111, 114, 116, 130 and 131 to study abroad in Salamanca, Spain from June 4 through June 25, 2011. There is no
cost to the District. The maximum cost to the student $3,195. The agreement requires a minimum of 15 participating students.

7.8 **Approval of Salary Advancement Project, 2010 – 2011**
Trustee James Holliday asked for clarification of this item. Vice President, Instruction Sue Nelson explained the process, saying that a faculty member must submit a proposal to the Office of Instruction for approval. After successful completion of the project, the faculty member advances to the next step on the salary schedule. The District provides opportunities for salary advancement as an extension of its commitment to reward improved competence and/or performance of its certificated staff. Criteria are stated in order to define conditions that must be met for the approval of a salary advancement request proposal. The Board of Trustees approved the Salary Advancement Project, 2010 – 2011.

8.0 **ACTION ITEMS**

8.1 **Establishment of the 2011 - 2012 Nonresident Tuition Fee**
John Nahlen, Vice President, Business and Finance explained that Education Code Section 76140 requires the governing board to establish the nonresident tuition fee for 2011-2012 by February 1, 2011. The fee may be established by using a variety of methods, including (1) the statewide average current expense of education per FTES, adjusted for inflation, (2) the District’s 2009-2010 current expense of education per FTES, adjusted for inflation, (3) District average cost with 10% or more noncredit FTES, (4) no more than the rate established by a contiguous district or (5) No more than the District average cost; no less than the statewide average cost.

The Following are the calculations for options 1-3:

1. Statewide Average Expense $176.00 (John Nahlen announced a last-minute change in this figure)
2. District Expense $193.00
3. Contiguous District (Solano College) $197.00 (figure supplied at meeting)

In addition to the district rate computed above, Education Code Section 76141 authorizes each district to charge nonresident students a capital outlay fee. This section was recently amended to allow this fee to be charged to any non-resident except for “AB 540” students. Prior to the change, only students who were residents of a foreign country were subject to the capital outlay fee. The amount of the nonresident capital outlay fee has to be the lesser of:

(a) the amount that was expended by the district for capital outlay in the preceding fiscal year divided by the total full-time equivalent students of the district in the preceding year; OR

(b) 50% of the 2011-2012 nonresident tuition fee adopted pursuant to EC 76140.

M/S/C (Busenbark/Blair) to set the District’s 2011-2012 non-resident tuition fee at $193 per semester unit and the 2011-2012 nonresident capital outlay fee at $10 per semester unit.
8.2 **Acceptance of Fiscal Year 2009 - 2010 Annual Audit**

Bryce Gibbs, a representative from Matson and Isom, the District’s audit firm, presented its audit report for the fiscal year ending June 30, 2010. The Board’s Audit Committee met with a representative from Matson and Isom on December 16th, 2010 to review the draft audit report prior to the report being finalized by Matson and Isom. The Final Audit is available on the college website: [http://www.napavalley.edu/BusinessOffice/Pages/AuditReports.aspx](http://www.napavalley.edu/BusinessOffice/Pages/AuditReports.aspx).

Bryce Gibbs explained that no new accounting practices were adopted during this audit year. The annual report is a summary of audit results of three areas: the District’s financial statements; Federal awards; and State awards. Mr. Gibbs reported that there were no difficulties in dealing with management, and there were no delays in receiving the necessary information.

Mr. Gibbs noted that the District has not adopted an accounting policy and procedures for recognizing other postemployment benefits (OPEB) cost for both current and retired employees in accordance with GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits* and an *Accounting Advisory* issued by the Chancellor’s Office. He noted that the District has discussed this issue for several years, but no final decision has yet been made. He explained that the district is operating on a pay-as-you-go basis, but this significant liability should be accounted for as a cost/liability. He said the most common action boards across the State have taken is to put funds in an irrevocable trust, and he advised that this is the recommendation of this audit report. The District will continue its ongoing discussions with the Board of Trustees to formulate a plan to fund its OPEB liability, consistent with the audit recommendations.

Regarding State Compliance, Mr. Gibbs noted the District did not have a procedure for monitoring or controlling the enrollment of advanced education students (high school students). The District has planned to address this issue through the Vice President, Student Services, the key position being the Associate Dean of Admissions and Records.

Steve Reinbolt noted an error in the governing board’s expiration dates, which will be corrected for trustees Reinbolt, Knight, Baldini, and Ketron.

David Angelovich said that he would like to make a public comment in reference to the potential impact the audit may have on the budget process. He said he is making these comments for clarification purposes. Referring to page 42, he stated that in the Reconciliation of the Annual Financial and Budget Report, there was no change to the General Fund Reserve Balance at June 30, 2010 as a result of the audit. It is shown as $3,423,470, which represents a 10.2% reserve. Further, he stated that on page 32 in the section entitled Supplemental Employee Retirement Plan, no payment to retirees is required for the year ending June 30, 2011. The next payment of $362,242 is due in the year ending June 30, 2012. He reiterated that he made his comments for clarification purposes.

M/S/C (Ketron/Reinbolt) to accept Fiscal Year 2009 – 2010 Final Annual Audit.
8.3 Future Agenda Items

8.3.1 Listing of agenda items previously approved

8.3.1.1 Update on Efforts to Achieve Hispanic-Serving Institution (HSI) Status
8.3.1.2 Report on Status of Efforts to Establish a Textbook Rental Program
8.3.1.3 Development of Policy on Emeritus Status for Board Members
   Brenda Knight, Bruce Ketron, and Bill Blair will work on this with Dr. Baehre.
8.3.1.4 Report on Chiller Plant

8.3.2 Discussion and Approval of Newly Proposed Agenda Items
   No new items proposed.

9.0 INFORMATION ITEMS

9.1 Presentation of Rebate Check from P. G. & E.
Lloyd Coker of P. G. & E. presented an Energy Efficiency Rebate check to the board for the Library and Learning Resource Center Project. The rebate for this project was $47,015.00, bringing the total rebates received to $84,264.00. Brenda Knight accepted the check with great enthusiasm.

9.2 Update on Redistricting Process from Napa County Registrar of Voters-Assessor-Recorder-County Clerk
John Tuteur, Napa County Registrar of Voters-Assessor-Recorder-County Clerk, provided an update on the redistricting process required by law following the 2010 Federal census. He said that, using the latest Geographic Information Systems technology, the county would develop the proposed plan and maps for each trustee area and would hold town meetings for public review. Two public hearings would be held before the NVC Board of Trustees to give the public an opportunity to comment. He explained that he would function as staff to the board, stressing that the board makes the final decision.

Mr. Tuteur said that each trustee could speak to the County Assessor individually, should there be any questions or concerns regarding his/her trustee area. He said that Brenda Knight’s geographic area would shrink, as it has shown the greatest population growth. Districts 6 and 7 would likely expand, since they have been such slow population growth areas. The approximate cost of the redistricting will be $42,000, with $6,000 to recreate the legal descriptions and the remaining $36,000 for the GIS team to “crunch” the census data. He said he would be back in April to make his first presentation, and a contract for his services would come to a future board meeting, to be paid during the next fiscal year.

9.3 Update on Solar System Project
Matt Christensen provided an update on the solar system project, including information on the financial savings it has provided to the Napa Valley Community College District. He reviewed that the original cost of the project was $7,350,000, with a contribution from P.G. & E. of $3,500,000, and a district cost of $3,850,000. Mr. Christensen explained that the solar project generated most of its power during the middle of the summer, at a time when
the cost of electricity is also the highest. In peak summer hours, we are covering 100% of consumption, and even have “put power on the grid” and sometimes the meter even “runs backwards.” Even with the new electrical loads added by new buildings, parking lots, tennis courts, etc., (bond projects), Mr. Christensen reported that we are still not seeing gigantic electric bills. He estimated that the annual savings in direct energy costs and demand charge cost avoidance fell in the $300,000 range.

Regarding tradeable renewable energy credits, Mr. Christensen said that currently, there is no market established for buying, selling or trading RECs. Michael Baldini asked about degradation of panels, and Mr. Christensen noted that there is dust build-up towards the end of the summer. This has been successfully addressed with regular staff and/or part-time hourly help.

### 9.4 Napa Valley College Foundation Annual Report

Sonia Wright, Executive Director of the Napa Valley College Foundation, presented the Foundation’s Annual Report. She directed the audience’s attention to the graphic representation of the total gifts and bequests received for the period of July 1, 2009 - June 30, 2010 of $664,289. Endowed scholarships established during the time period were: the Dr. Chris McCarthy Memorial Scholarship and the Justice West Walker Scholarship. The Foundation also received the remainder of the Belle and Barney Rhodes Culinary Endowment (bequest) to support the culinary program. Another highlight of the year was the completion of the purchase of pianos for the Performing Arts Center. She reported good news regarding the endowment fund, as the financial markets have improved.

Foundation Board president Kathleen Lucier gave the board an update on the January 28 gala, which she said was completely sold-out. She announced that Judge Blanckenburg, the Foundation’s founding president, would be honored at the gala. Tickets for the concert are also being sold separately from the gala, at only $35 a ticket. The $35 ticket to the concert also includes dessert. She thanked the board for its ongoing support of the Foundation.

Bruce Ketron reported that the Foundation board had held its annual retreat, and the Foundation’s priorities were reviewed. He said the board was very excited about the stimulating session and the great ideas that were discussed.

### 9.5 Update on MOU with Napa Valley Unified School District for Spring Pilot at American Canyon High School.

Dr. Baehre said she would update the board on the Memo of Understanding with Napa Valley Unified School District for a spring pilot program at American Canyon High School during the superintendent/president’s report (see agenda item 11.0 below).

### 10.0 BOARD OF TRUSTEES REPORTS

- James Holliday spoke about the impact of his ancestry on the goals he has set for himself. He spoke of the importance of Malcolm X to his personal development and to shaping what he wanted to do with his life. He proudly reported that for Spring, 2011, he has recruited 17 students to Napa Valley College and 18 students to Solano College. He said these were students who may not otherwise have considered higher education as an option for
themselves. He said he was extremely proud of college faculty and thanked the board for their work. He also congratulated Brenda Knight on her first meeting as board president.

- Steve Reinbolt congratulated Sue Nelson on joining Kiwanis Club. He also said with great pride that his son Keith has been accepted at four UC colleges (Keith said it was five), and he was waiting to hear from UCB. He will graduate with both an A.A. and A.S. degree.

- Bill Blair said he was happy and proud to be part of the Napa Valley College Board of Trustees and appreciated the opportunity to continue to serve the college.

- Michael Baldini said he attended the recent Police Academy graduation. He suggested some protection over the ticketing area of the Performing Arts Center for inclement weather. He also suggested a portable light generator for the temporary parking areas that may be dark.

- Tom Andrews thanked James Holliday for his comments. He said he has been impressed by two NVC students whom he met recently at the Sharpsteen Museum.

- JoAnn Busenbark said she would be completing her work in her interim position. She said this service made her realize again how unique Napa Valley College is. She said “we don’t realize the connectedness we have here” and that she was proud to be a part of this institution.

- Bruce Ketron welcomed Bill Blair and said he was glad to see him back on the campus. Having attended three recent Police Academy graduations, he noted that only two or three students from these classes had jobs at the time of graduation. He also attended the Wagenknect/Dillon event at which Congressman Thompson spoke.

- Brenda Knight thanked Keith Reinbolt for attending the meeting. She asked about speaking at Instructional Excellence day in her role as president of the board, and Sue Nelson thanked her for her offer. Ms. Knight said she was working on board committee appointments for 2011 and asked trustees to let her know of their interest in serving. She called the board’s attention to the new seating arrangement and said she was working on additional improvements to the meeting procedures. She said there would be binders at the next meeting that held all pertinent materials for the meeting. She said she would be working towards sending all materials electronically in the future.

11.0 SUPERINTENDENT/PRESIDENT’S REPORT

- Dr. Baehrre reported on the pilot MOU with American Canyon High School that is currently in place for the Spring, 2011 semester. Five classes will be offered in the spring, including two English courses; one math class, one Humanities class, and one Physical Education class. The success of the courses will be reviewed in the spring to determine what worked and what did not work. She said it had been a pleasure to work with Dr. Sweeney on this initiative.

- She said there would be an update from Oscar DeHaro and Jose Martinez on the Declare Yourself Campaign in February. There would also be an item on the Book Rental Program.
• She reviewed spring enrollments of 6,291 credit students (1.75% increase) and 1,948 non-credit (28% decline). She noted that we have already exceeded cap by 278, with a great demand from students who cannot get into universities.

• There has been a significant surge in library patronage with the new McCarthy Library. During the Fall semester, there was an average of approximately 7,000 students per week and daily average of approximately 1,400 students.

• She has been working with the president of Solano College to establish partnerships for program collaboration, with a first discussion scheduled for March. One of the purposes would be to reduce redundancy in programs at the two colleges.

• She has been working with Kathleen Lucier and Sonia Wright to draft a Foundation Strategic Plan for 2011 – 2014. It will focus on ways to “stretch” the Foundation to move beyond its focus of providing scholarships to include the underwriting of programs. A draft of the Foundation Strategic Plan will be brought to the March 23 joint meeting between the Board of Trustees and Foundation Board.

• She reported that the Print Shop and the Community Relations Office have moved. Betty Malmgren thanked the Facilities staff for their help in the move.

• The Sheriff’s Office made use of the vacated old library to conduct an emergency penetration exercise.

• Vending machines for test materials may installed in the library lobby so that students have access to those materials when the college bookstore is closed, allowing a reduction in bookstore hours.

• Dr. Baehre gave a brief update on the State Budget. She said she would attend a workshop in Sacramento with members of her cabinet and constituent group leaders to learn details of what has been proposed regarding the State’s budget. She said that if the projected $400 million reduction for community colleges moved forward, it could mean a $2 million reduction to Napa Valley College. She stressed the importance of seeking other sources of revenue so that we could avoid as much as possible a reduction in course offerings or the need to lay people off. She stressed that we would be “doing things differently” and “doing different things.”

• Discussions have begun regarding reorganization of student services and academic divisions. She said the proposed “one-stop-shop” for student services in the 1300 building would reduce personnel costs.

• She said one new source of revenue under consideration is the strengthening/marketing of our international education program. She noted the $193 per unit rate for international students and also that they do not contribute to the District’s FTE cap.

• Dr. Baehre reviewed other efforts to bring in revenue, including: the Adobe Authorized Training Center that will allow the access of resources and provide opportunities for training and certification.

• Dr. Baehre said she would institute a President’s Newsletter to keep the campus up-to-date on significant issues as well as the work of the Board of Trustees. The newsletter would link to recent, approved minutes of the Board of Trustees meetings. She said she had received at least 12 education topics from board members regarding their interests in specific education topics. She said that every other month, there would be a program or service highlighted on the board agenda. She noted that a board self-evaluation would be scheduled this year.
Dr. Baehre reviewed progress on each of the six goals:

1) Strategic Enrollment Management (SEM): The first train-the-trainer event will be held in February. The first issue that will undergo “process mapping” will be SEM. This process will delineate the “is” vs. the “should” of our processes.

2) IT Infrastructure: Job descriptions have been rewritten and the reorganization will take place in the next couple of weeks. These efforts will help to address serious issues with Datatel that have developed.

3) Policy Revision: The cabinet has undertaken an analysis of policies, comparing League policies with NVC policies. By the end of the month, the status of this review and a timeline for the revisions will be completed.

4) Workforce Training Institute: Dr. Baehre noted that a new name for this institute for more effective branding is under consideration. Each workforce training priority will be associated with a college center: the Upper Valley Campus will be the site for the Hospitality/Culinary/Viticulture Center; the Yountville Simulation lab will be the site for the North Bay Regional Center for Health Occupations; the Armory Building will be the Technology Training Center; and American Canyon High School may be the Business Training Center.

5) Foundation and Fundraising: Dr. Baehre referred to the Foundation’s efforts to extend support beyond scholarships to include programs, equipment, and curriculum.

6) Napa Valley College Strategic Plan: An environmental scan is underway and should be in the rough draft phase for the joint meeting between the NVC Board of Trustees and the Foundation Board on March 23.

Dr. Baehre announced that Sue Nelson became a member of Kiwanis. Dr. Baehre herself was seated as a director, Napa Chamber of Commerce on January 21 and has scheduled speaking engagements to other Chambers, Rotary chapters, and Kiwanis. Dr. Baehre stressed the need for the public to be aware of why are raising money, so she stressed the need to get our message out. She will begin visits with legislators, the first with Mike Thompson on February 7.

Michael Baldini asked for an update on funding for the North Bay Regional Training Center for the Health Occupations, referencing the recent article in the *Napa Valley Register* related to funding being pursued on the District’s behalf by Congressman Mike Thompson. Dan TerAvest clarified that it would take more than $24 million to design/build the training center, not just the $2 million designated in *Register* article that would go towards design. The District would have to reapply for construction funding.

12.0 ADJOURNMENT
Board president Brenda Knight adjourned the meeting in memory of Gladys Dallas, longtime Napa Valley College counselor. She also adjourned the meeting in memory of Ed West, friend and an American Canyon Council Member. She also adjourned in memory of those who lost their lives in Tucson, Arizona in the recent shooting tragedy.