



Minutes (Proposed)
District Auxiliary Services Foundation
Regular Meeting of the Board of Directors
September 25, 2018
4:00 – 5:00 pm
President's Office, Rm. 1530
2277 Napa-Vallejo Hwy.
Napa, CA 94558

Directors
Ron Kraft - Chair
Oscar De Haro - Vice Chair
Robert Parker - Treasurer
Rosaura Segura - Director
Lachlan Reed - Director

1. Call to Order

Board Chair Ron Kraft called to order at 4:04pm.

Roll Call

Present: Ronald Kraft, Robert Parker, Oscar De Haro, Rosaura Segura,
Reed Lachlan

Absent: none

Staff: Carollee Cattolica, Kathy Wright

Adopt Agenda

Motion to adopt agenda as presented
M/S/C (De Haro/Segura) by unanimous vote

2. Governance

2.1 Approve NVCF Appointee Lachlan Reed to DAS Board of Directors

Motion to approve NVCF appointee as presented

M/S/C (De Haro/Segura) by unanimous vote

3. Public Comment

None

4. Approve Minutes - 6/26/18 Regular Meeting

Motion to approve minutes as presented

M/S/C (De Haro/Segura) by unanimous vote

5. Managing Director's Report

Carollee Cattolica provided an update on Salesforce implementation. It is currently being tested in conjunction with Eventbrite for the Legislative breakfast. In the future, it we will also benefit by using it as the gateway to provide separate credit card processing for DAS and NVC Foundation donations/revenue.

Napa Silverados partnership included field improvements and a food contract for concessions. Staff are looking to 'code better' in the future to extract labor expenditures more easily. The internal partnership with Shakespeare Napa Valley is ongoing.

An RFP for vending services has been released.

Another DAS initiative this semester is increased outreach to student clubs to enhance student life on campus and create additional fundraising opportunities for them.

6. Operations

6.1 District Human Resources Support

Discussion included the appropriate level of involvement and guidance that may be offered to the Managing Director by the Office of Human Resources in compliance with the Master Agreement and the Auxiliary Organizations Manual provided by the Chancellor's Office.

7. Treasurer's Report – Finance and Budget

7.1 Review and approval of Quarterly Financial Reports of 6/30/18
Motion to approve the Quarterly Financial Reports as presented.
M/S/C (Reed, Segura) by unanimous vote

8. Promotion and Resource Development

8.1 Project and billing updates for Festival Napa Valley and Napa Silverados
This item was deferred to a future meeting.

9. Strategic Planning – Future Agenda Items

The Board discussed future agenda items including student club fundraising/promotion, Napa Valley Film festival partnership opportunities, and campus housing.

10. Board of Director Reports

None

11. Upcoming Meeting – 12/11/18

12. Adjourn

Motion to adjourn meeting at 5:10pm
M/S/C (Reed, Segura) by unanimous vote