



## Proposed Minutes

DAS Foundation Board of Directors  
District Auxiliary Services Foundation Board of Directors  
December 13, 2017 at 4:00 – 5:00 pm  
Napa Valley Community College  
President's Office, Rm. 1530  
2277 Napa-Vallejo Hwy. Napa, CA 94558

### 1. CALL TO ORDER

#### 1.1. Roll Call

Board Chair Ronald Kraft called the meeting to order at 4:10 pm.

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

Absent: William Hardy

Guests/Staff: Carollee Cattolica, Famela Recinto, Oli Gray

#### 1.2. Adopt Agenda

M/S/C (de Haro, Parker) by unanimous vote

### 2. PUBLIC COMMENT

NONE

### 3. APPROVE MINUTES OF 6/6/17

- The minutes were approved, correcting item 5.3 the date June 30, 1018 to June 30, 2018

M/S/C (Segura, Parker) by unanimous vote

### 4. MANAGING DIRECTOR'S REPORT

- Carollee introduced Oli Gray, Café Manager to the Board, Oli presented/reported the increase sales, Square Up and other changes in the café

### 5. GOVERNANCE

#### 5.1. Approve Master Agreement (Board of Trustee Approved 9/14/17)

- A ratification needs to be done on Item #7, to add to the last paragraph “and ratification by the BOT”
- A revised Master Agreement will be presented at the next meeting in January 2018

## **6. FINANCE AND BUDGET - Will be presented next meeting**

~~6.1. Approve Quarterly Financial Reports (for periods ending 6/30/17 and 9/30/17)~~

~~6.2. Accept 2016/2017 Audit Report~~

~~6.3. Adopt 2017/2018 Final Budget~~

## **7. PROMOTION & RESOURCE DEVELOPMENT**

### **7.1. Update on Napa Silverados partnership**

- Carollee updated the Board that the contract is being reviewed by the Legal team and will be presented to the next meeting
- Napa Valley College will co-brand with Napa Silverados, a financial contribution was requested from NVC, it was suggested that sharing cost of field, facilities improvement instead of writing a check

### **7.2. Update on Festival Napa Valley partnership**

- Board Chair Ron Kraft mentioned that the Festival Napa Valley had created a huge public relation to the community from their programs last summer
- Carollee has clarified that the invoicing process was under revision for the Festival's program

### **7.3. Update on Campus Vending & Food Services**

- Student Representative from Office of Student Life will participate in the process

## **8. BOARD OF DIRECTOR REPORTS**

## **9. UPCOMING MEETINGS**

9.1. 2/27/18, 6/26/18

Tentative January 2018

## **10. ADJOURN**

- Board Chair Ron Kraft adjourned the meeting.

---

Other Distribution: Dianna Chiabotti, Mark Cratty, Michael Baldini, Mary Ann Mancuso, Oliver Gray, Solange Kada, Karen Taylor, Katherine Kittel