



## Minutes

District Auxiliary Services Foundation -- Board of Directors  
March 5, 2014 at 4:00 p.m.

Napa Valley Community College  
President's Office, Rm. 1530  
2277 Napa-Vallejo Hwy.  
Napa, CA 94558

- 1.0 **CALL TO ORDER** – the meeting was called to order at 4:08 p.m.
  - 1.1 Roll Call
    - Present: Ronald Kraft, Oscar De Haro, Lissa Gibbs, Glenna Aguada, John Johnson
    - Absent: None
    - Guests: Beth Pratt, Terry Giugni, Matt Christensen
  - 1.2 Adopt Agenda – the agenda was adopted as presented (Johnson/Aguada)
  
- 2.0 **PUBLIC COMMENT**
  - None.
  
- 3.0 **APPROVE MINUTES** of 2/5/14
  - This item was deferred.
  
- 4.0 **RESOURCE DEVELOPMENT**
  - Facilities**
    - 4.1 Menlo Lease Update: NVUSD's modular buildings, broker proposal, title status, property lines, and zoning (Johnson)

The board discussed the progress made at the site, including a letter sent to Don Evans, trees trimmed, interior cleanup and the fence removed. The ceramics program still using the site is on a month to month basis and they need a move out date.

A meeting has been set with Patrick Sweeney, Don Evans, Wade Roach, Matt Christensen, Ron Kraft and John Johnson to discuss next steps, the stadium lot line adjustment, and whether or not the NUSD is interested in purchasing the property.

Dr. Kraft, John Johnson and Matt Christensen will work on setting the timeline and Mr. Johnson is working on finding an attorney.

The board also discussed the pros and cons of leasing vs selling.

**4.2 Review next steps for the Peggy Volmer Preserve (Bumpy Camp) (Kraft)**

The board looked at a map of the property and discussed ways that the property might be used that will fit with land stewardship, but also benefit the students and the college. One suggestion was to use it as a farm similar to SRJC's Shone Farm by Forestville. An attorney will be consulted to interpret the wording on the original land grant.

A letter went to the caretaker of the property this week letting her know that the college is looking at ways of improving their use of the property.

**Food Services**

**4.3 Discuss food service solicitation and contracting procedures (Pratt)**

Ms. Pratt has received requests for putting a café cart on the North side of campus and asked the board their opinion on doing a request for proposals. It's possible that a cart owner might want to rent a storage room and that Facilities might be involved at that point. The board asked Ms. Pratt to work on a request for proposal.

**5.0 OPERATIONS**

**5.1 Review/approve budget and payment procedures (Pratt/Gibbs)**

This item was deferred.

**5.2 Review selection of new audit firm: Cossolias, Wilson, Dominguez, Leavitt Certified Public Accountants (Aguada)**

Ms. Aguada is reviewing the Accountants. It is expected that DAS will use the same Accountants that the District and the Foundation use.

**5.3 Discuss auxiliary organization leadership structure (Kraft)**

Dr. Kraft stated that the President's Area now includes Economic Workforce and DAS and that a Dean of EWD and DAS position is expected to go to the Board of Trustees in April. Lissa Gibbs said that Foundation special and continuing projects will be moved to DAS. These projects are not scholarship oriented.

**5.4 Discuss consultation with Stan Schroeder, Interim Executive Director of the Grossmont-Cuyamaca Community College District Auxiliary Organization, on 3/21/14 (Pratt)**

Ms. Pratt went over Stan Schroeder's resume. He will be visiting the college on March 20<sup>th</sup> and 21<sup>st</sup>. Ms. Pratt passed around a sign-up sheet to meet with Mr. Schroeder and asked the board to begin generating questions for him.

**5.5 Discuss Board of Trustees Special Meeting on 3/29/14 (Kraft)**

The Board of Trustees will have a special meeting on 3/29/14. The meeting begins at 8 a.m. and the board will be discussing Bond Feasibility, Campus Master Planning and DAS. This is an open, Brown Act Meeting.

**6.0 BOARD OF DIRECTOR REPORTS**

No Reports.

**7.0 Future Meetings:** 4/9/14, 5/7/14, 7/9/14, 10/8/14

**8.0 ADJOURNMENT** – The meeting was adjourned at 5:24 p.m. (De Haro/Johnson)