



Agenda

District Auxiliary Services Foundation -- Board of Directors
September 3, 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

- 1.1** Roll Call
- 1.2** Adopt Agenda

2.0 PUBLIC COMMENT

3.0 DEAN'S REPORT

4.0 APPROVE MINUTES of 8/6/14

5.0 RESOURCE DEVELOPMENT

- 5.1** Discuss facilities leasing and part time Facilities Ambassadors (Pratt & Christensen)
- 5.2** Discuss Napa Broadcasting update (Pratt)
- 5.3** Discuss 2014-15 Bookstore marketing plan. (Pratt)
- 5.4** Discuss fall food service programs (Pratt)

6.0 BUDGET & FINANCE

- 6.1** Treasurer's Report (Aguada/ Hawk)
- 6.2** Approve Work Project Agreement with NVCCD for management of Northern California CP Trust grants (Pratt) (to BOT 9/11)
- 6.3** Approve transfer of \$250,000 DAS funds to NVCCD General Fund (Hawk)
- 6.4** Approve purchase of E-TeamSponsor software for fundraising for Athletics (Gibbs)

7.0 OPERATIONS

- 7.1** Review IRS 501c3 certification letter and correspondence (Gibbs/Pratt)
- 7.2** Update of Gift Acceptance Administrative Regulations (Pratt/Gibbs)
- 7.3** Review Contract & Expenditures Administrative Regulations (Pratt)
- 7.4** Grant Updates (Pratt)

8.0 PERSONNEL

- 8.1** Update on Bookkeeper hire (Aguada/Pratt)
- 8.2** Review DAS Part-time HR policy guide draft (Pratt)
- 8.3** Discussion on Hiring Part-Time Coordinator for CP Trust grants (Pratt)

9.0 BOARD OF DIRECTOR REPORTS

10.0 Future Meetings: 10/1/14, 11/5/14, 12/3/14

11.0 ADJOURNMENT