

RIVERSIDE COUNTY OFFICE OF EDUCATION FOUNDATION
3939 THIRTEENTH STREET • P.O. BOX 868 • RIVERSIDE, CA 92502-0868

**REGULAR MEETING
MINUTES**

January 21, 2016

1:30 p.m., Riverside County Office of Education, 3939 Thirteenth St., Riverside, CA 92501

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

With at least 48 hours' notice, any individual with a disability who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the Administrative Assistant to the Foundation Board at 3939 Thirteenth St., Riverside or by calling (951) 826-6473.

OPENING PROCEDURES

1. **CALL TO ORDER**

The Organizational Meeting of the Riverside County Office of Education Foundation was called to order by Director Kot at 1:35 p.m.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Director Kot.

3. **ESTABLISHMENT OF A QUOROM**

a. **RCOE Foundation Directors**

Mr. Jack Clarke (Arrived at 1:47 p.m.)
Mr. Mark Hawkins (Absent)
Ms. Teresa Hyden
Ms. Diana Kot
Mr. Ron Miller
Mr. Kenneth M. Young (Designee Ana Farfan)
Vacant

4. **PUBLIC COMMENTS**

This item is placed on the Agenda so that members of the audience have an opportunity to speak to any item on the Agenda or regarding subjects or concerns that do not appear on the Agenda. Any person wishing to speak is requested to complete the "Request to Address the Board" form and bring it forward to the Board Secretary. Each person wishing to address the Board will be limited to **five minutes** for public input on each item, subject, or concern not to exceed 20 minutes.

5. **APPROVAL OF AGENDA**

It is moved by Director Hyden and seconded by Director Miller that the agenda be approved as presented.

4 Ayes

2 Absent: Member Hawkins, Member Clarke

Motion adopted

CONSENT AGENDA

1. **APPROVAL OF MINUTES**

It is moved by Director Hyden and seconded by Designee Farfan that the minutes be approved as presented.

4 Ayes

2 Absent: Member Hawkins, Member Clarke

Motion adopted

DISCUSSION/POSSIBLE ACTION ITEMS

1. **NOMINATIONS FOR A NEW DIRECTOR TO FILL VACANT SEAT:** Robert Frost has resigned from serving on the RCOEF Board of Directors. Therefore, the board will discuss/accept nominations for a replacement.

It is moved by Director Hyden and seconded by Director Miller that this item be tabled/moved to the March 17, 2016, agenda giving the members time to think about potential nominees.

4 Ayes

2 Absent: Member Hawkins, Member Clarke

Motion adopted

2. **FACILITATOR FOR 5K RUN/WALK:** Teresa Hyden will provide updated information, including an organizer/facilitator contract regarding the upcoming 5K Run/Walk Fundraiser. The Board is requested to approve the contract of an organizer/facilitator for this event.

It is moved by Director Miller and seconded by Designee Farfan that the contract for an organizer/facilitator for the 5K Run/Walk be approved.

Sherri Gomez will be the organizer/facilitator and her fee will be NTE \$1,850.00.

4 Ayes

2 Absent: Member Hawkins, Member Clarke

Motion adopted

INFORMATION/DISCUSSION ITEMS

1. Update from grant subcommittee on Southern California Edison Grant

A draft of the criteria and timeline for awarding the scholarships was shared and an opportunity given for feedback.

2. Western Riverside Council of Governments education grant for RCOE

We are expecting a grant in the amount of \$35,000 that the foundation can use to offer additional scholarships. A decision is expected by January 29, 2016.

3. RCOEF Financial update

As of Dec. 31, 2015, the foundation had an ending balance of \$33,014.63. The \$85,000 from SCE was received on Jan. 20, 2016. The current balance is \$118,014.63.

DISCUSSION ITEM

1. DONOR STEWARDSHIP

Page 3, Riverside County Office of Education Foundation Agenda, Regular Meeting Minutes, January 21, 2016
Dr. Jim Erickson, Past President of the Community Foundation, will facilitate a discussion with the RCOEF Board on donor stewardship.

ADJOURNMENT

Time: The meeting was adjourned at 3:37 p.m.

PUBLIC VIEWING OF DOCUMENTS

As per Government Code Section 54957.5, all documents related to this meeting are available for public viewing at each Riverside County Office of Education Foundation Meeting and at 3939 Thirteenth St., Riverside, CA 92501.