

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

**ANNUAL ORGANIZATIONAL MEETING  
AGENDA**

July 21, 2016

2:30 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** Time: \_\_\_\_\_

2. **PLEDGE OF ALLEGIANCE** Director: \_\_\_\_\_

3. **ESTABLISHMENT OF A QUOROM**

a. RCOE Foundation Directors

- Mr. Jack Clarke
- Mr. Mark Hawkins
- 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 \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the agenda be approved as presented.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_  
 Motion adopted,  Not adopted.

**CONSENT AGENDA**

1. **APPROVAL OF MINUTES**

Minutes of the Regular Meeting of the Riverside County Office of Education Foundation (RCOEF), May 19, 2016.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the minutes be approved.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_

Motion adopted,  Not adopted.

**ACTION ITEMS**

1. **DIRECTOR TERMS**

The following initial director appointment terms expire in 2016: Director Kot. Per the RCOEF Board Bylaws, all initially appointed directors are entitled to serve at least one four-year term after the term of their initial appointment.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director Kot's term extend four years to expire at end of fiscal year 2019-20, at which time we will follow RCOEF bylaw provisions accordingly.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_

Motion adopted,  Not adopted.

<u>Name</u>	<u>Expiration of Terms</u>
Mr. Jack Clarke	July 2019
Mr. Mark Hawkins	July 2019
Ms. Teresa Hyden	Unlimited (Ex-Officio)
Ms. Diana Kot	July 2020 (pending board approval)
Mr. Ron Miller	July 2017 (w/4-year option to extend beyond initial term)
Mr. Kenneth M. Young	Unlimited

2. **ANNUAL ORGANIZATIONAL MEETING**

A. **Election of 2016-17 Officers:**

a. **Chair:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Chair for the 2016-17 fiscal year.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_

Motion adopted,  Not adopted.

b. **Vice-Chair:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Vice-Chair for the 2016-17 fiscal year.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_

Motion adopted,  Not adopted.

- c. **Secretary:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Secretary for the 2016-17 fiscal year.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_  
 Motion adopted,  Not adopted.

- d. **Treasurer:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Treasurer for the 2016-17 fiscal year.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_  
 Motion adopted,  Not adopted.

## DISCUSSION/POSSIBLE ACTION ITEMS

1. **2016-17 ANNUAL BUDGET FOR RCOEF:** The board will discuss and adopt, as recommended, the proposed annual budget for the RCOEF.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that \_\_\_\_\_ the annual 2016-17 budget be approved.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_  
 Motion adopted,  Not adopted.

2. **ANNUAL SCHOLARSHIPS:** A subcommittee of the RCOEF Board originally determined that successful scholarship recipients would receive a minimum \$2,500 for pursuing a 2-year college degree and \$4,000 for pursuing a 4-year college degree. The RCOEF Board will discuss availability of funds and approve/revise recommendations.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the RCOEF Board approve scholarship award as recommended to successful scholarship recipients.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_  
 Motion adopted,  Not adopted.

3. **ANNUAL SPONSOR RECOGNITION:** It is recommended that the RCOEF Board determine a date/time, a sponsorship dollar threshold for recognition, and a venue to hold a sponsor recognition event in the fall, 2016.

Date/Time: \_\_\_\_\_  
Sponsorship Threshold \_\_\_\_\_  
Venue: \_\_\_\_\_

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the RCOEF Board approve the specific date/time, sponsorship threshold for recognition, and venue as determined above.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_  
 Motion adopted,  Not adopted.

4. **DETERMINE NEXT RCOEF FUNDING INITIATIVE:** The RCOEF Board adopted a strategic plan in December 2014. The board will discuss and possibly determine the next funding priority as it relates to our overarching goal(s) in the strategic plan.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the next funding initiative be \_\_\_\_\_.

Clarke \_\_\_\_\_ Farfan \_\_\_\_\_ Hawkins \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_

Motion adopted,  Not adopted.

### INFORMATION/DISCUSSION ITEMS

1. Financial Update: Golf Tournament
2. New Executive Director for RCOEF, Debra Sacks
3. Introduction of Issues To Be Addressed At Future Meetings
4. Board of Directors Comments

### ADJOURNMENT

Time: \_\_\_\_\_

### 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.