BUTTE COLLEGE FOUNDATION

BUTTE COLLEGE FOUNDATION BOARD
Notice of Executive Committee Meeting

Thursday, November 19, 2026, 7:30 a.m.
Butte College Skyway Center - SC147
2480 Notre Dame Blvd. Chico, CA 95926

The mission of the Butte College Foundation is to help ensure the academic development and excellence of students through financial and other forms of support; to establish scholarship programs and services that benefit our students; to constantly evaluate our funding priorities to identify areas critical to our success; and to create fundraising initiatives that will support the programs and services of Butte College.

AGENDA

Call to Order
Julie Boss, Chair
Neil Yelland, Vice Chair
Dan Alexander, Past Chair
Patrick Christensen, AS Rep, Sec/Treas.
Virginia Guleff, BC Superintendent/President
Rick Krepelka, Trustee Representative
John Nock, Trustee Representative
Rob Bishop
Stan Thompson

Staff and Guests
Suzanne Watroba, Executive Director
Tristan Bosch, Program Coordinator

1. **Agenda Approval**
   1.1. Action Item**:** Approval of Agenda

2. **Communications from the Public**
   Public Comments – Informational Only – No Action Taken

3. **Approval of Minutes**
   3.1. Action Item**:** Approval of Meeting Minutes – August 27, 2026

4. **Reports**
   4.1. Butte College Superintendent/President's Report – Virginia Guleff
   4.2. Committee Reports
   - Alums & Friends – Chair Rob Bishop
   - Board Development – Chair Stan Thompson
   - Finance/Audit/Investment – Chair Patrick Christensen
   - Fundraising – Chair Neil Yelland
   - Special Events/Spring Gala – Chair Julie Boss
   - Scholarships and Grants – Chair Julie Boss

4.3. Executive Director Report – Suzanne Watroba

5. Next Meetings

Thursday, February 25, 2027, at 7:30 a.m.
Thursday, May 27, 2027, at 7:30 a.m.

6. Adjournment

6.1. Action Item: Motion to adjourn

For information concerning this agenda, please contact:
Butte College Foundation Office
3536 Butte Campus Drive, Oroville, CA 95965
530-895-2359

Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting. Meetings are held in wheelchair accessible locations.

Any public records distributed to the Board of Directors less than 72 hours in advance of the meeting, and relating to an open session item, are available for public inspection at the Foundation Office during normal business hours.

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MINUTES

The meeting was called to order at 7:31 a.m.

Committee Members Present
Julie Boss, Chair
Neil Yelland, Vice Chair
Patrick Christensen, AS Rep, Sec/Treas.
Virginia Guleff, BC Superintendent/President
Rick Krepelka, Trustee Representative
John Nock, Trustee Representative
Rob Bishop
Stan Thompson

Staff and Guests Present
Suzanne Watroba, Executive Director
Tristan Bosch, Program Coordinator

1. **Agenda Approval**
   Director Christensen moved, Director Yelland seconded a motion to approve the agenda. Motion passed unanimously.

2. **Communications from the Public**
   There were no public comments.

3. **Approval of Minutes**
   Director Christensen moved, Director Thompson seconded a motion to approve the minutes. Motion passed unanimously.

4. **Reports**
   4.1. Butte College Superintendent/President's Report – Virginia Guleff
   BC Superintendent/President Virginia Guleff shared that enrollment is up as the college begins the fall semester and celebrated the outstanding success of the Scholarship Awards Ceremony.

   4.2. Committee Reports
   - **Alums & Friends – Chair Rob Bishop**

Chair Bishop reported that he was invited to speak at the Chico Rotary, where he highlighted not only the college's athletic programs but also student-athletes' academic achievements and volunteer service within the community. He also noted that the Athletics Hall of Fame event is approaching and will be held in conjunction with Homecoming. Chair Bishop reported that he will be meeting with the committee in the near future.

- **Board Development – Chair Stan Thompson**
  Chair Thompson expressed enthusiasm about welcoming two new Board members, Terry Allread and Shawn James, to the upcoming meeting. He noted that both attended the Scholarship Awards Ceremony and will provide valuable representation and perspectives from the community. Chair Thompson also reported that the committee is working with staff to plan an upcoming Board retreat.

- **Finance/Audit/Investment – Chair Patrick Christensen**
  Chair Christensen reported that both Endowment and General Investment returns remained favorable through June 30, 2026. The fourth-quarter budget report indicated strong overall financial performance and highlighted the accompanying footnotes that explain budget variances. Fiscal Services staff are currently completing the year-end close process for fiscal year 2025-26, and the annual audit is underway.

- **Fundraising – Chair Neil Yelland**
  Chair Yelland reported that the committee is focusing on a more targeted and strategic approach to fundraising. The Foundation will host two educational events in October and November focused on Qualified Charitable Distributions (QCDs) from Individual Retirement Accounts (IRAs), with the goal of helping donors better understand tax-advantaged charitable giving. Additional fundraising initiatives under consideration include donor appreciation events and the development of informational brochures for financial advisors to promote giving opportunities that support Butte College.

- **Special Events/Spring Gala – Chair Julie Boss**
  Chair Boss reported that the Butte College Gala is scheduled for April 24, 2027, and will be held at The Westport in Chico. In addition to the venue change, several updates to the event format are being planned, including the elimination of the silent auction, the addition of additional opportunity drawings, and a more streamlined program. Chair Boss also noted that the committee will be meeting soon to discuss ways to further incorporate college departments and programs into the event.

- **Scholarships and Grants – Chair Julie Boss**
  Chair Boss reported that the Scholarship Awards Ceremony was a tremendous success. She was especially pleased that students and their guests remained through the conclusion of the program and stayed afterward to visit with one another. Chair Boss noted that many students were excited for the opportunity to meet and personally thank their scholarship donors.

4.3. Executive Director Report – Suzanne Watroba

Executive Director Suzanne Watroba reported that the Foundation has an existing endowment established by a donor who included the Foundation as a beneficiary of her IRA accounts. Following the donor's passing, the Foundation is working to facilitate the transfer of this planned gift. However, current Foundation bylaws do not provide authority for the Executive Director to act on behalf of the Foundation in facilitating such transfers.

Executive Director Watroba requested guidance from the committee on whether a resolution should be brought forward each time a gift of this nature is received or whether the Board should adopt a standing resolution authorizing her to act on behalf of the Foundation in these matters moving forward. After discussion, the committee

directed Watroba to present a resolution to the full Board that would provide ongoing authorization for her to act on behalf of the Foundation for future gifts of this type.

5. **Next Meetings**
   Thursday, November 19, 2026, at 7:30 a.m.
   Thursday, February 25, 2027, at 7:30 a.m.
   Thursday, May 27, 2027, at 7:30 a.m.

6. **Adjournment**
   Trustee Krepelka moved, Director Thompson seconded a motion to adjourn the meeting at 8:40 a.m. Motion passed unanimously.