



**BUTTE COLLEGE FOUNDATION BOARD
Notice of Gala Committee Meeting**

Wednesday, January 7, 2026, 8:30 a.m.
District Board Room, Student and Administrative Services Building, 3rd Floor
3536 Butte Campus Drive, Oroville, CA 95965

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

Committee Members

Tray Robinson - Chair

Robin Cook

Ryan Heimlich or designee*

Margaret Hughes

Amanda Matz or designee*

Renée Michel

John Nock, BC Trustee

Dennis Reinhardt or designee*

Stan Thompson

Shannan Troxel-Andreas or designee*

Jacob Vazquez or designee*

Tom Williams or designee*

Linda Zorn

*Voting Protocol: If both a committee member and their designee are present, only one vote will be counted.

Staff and Guests

Suzanne Watroba, Executive Director

Tristan Bosch, Program Administrator

Megan Sheehan, Operations Manager

Christian Gutierrez, Public Information Officer

1. Agenda Approval

1.1. Action Item: Approval of Agenda

2. Communications from the Public

This time is set aside for comments on the Consent Agenda. The Committee may undertake discussion only to provide clarification to the public or schedule a matter for a future meeting.

3. Approval of Consent Agenda

Items listed under the Consent Agenda are considered to be routine and are acted on by the committee in one motion.

3.1. Action Item: Approval of Meeting Minutes – December 3, 2025

4. Sponsorships

4.1. Sponsorships Confirmed

5. Outstanding Alum Nominations

5.1. Update on Outstanding Alum Nominations

6. Event Day Fundraising

6.1. Raise Your Paddle (RYP)

- Action Item: Raise Your Paddle (RYP) Proceeds
- Share Ideas for Gala Planning

6.2. Volunteer Roles

- Volunteer Attire

7. Other Business

8. Goals for Next Meeting

- Follow up with your sponsor contacts
- Identify potential sponsors for auction donations
- Add your donated cake details to the tracking sheet

9. Next Meetings

First Wednesday of each month, October 2025 through May 2026, at 8:30 a.m., District Board Room

February 4, 2026

March 4, 2026

April 1, 2026

Butte College Gala – Saturday, April 25, 2026

Wrap-Up Meeting: May 6, 2026

10. Adjournment

10.1. 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.



**BUTTE COLLEGE FOUNDATION BOARD
Gala Committee Meeting Minutes**

Wednesday, December 3, 2025, 8:30 a.m.
District Board Room, Student and Administrative Services Building, 3rd Floor
3536 Butte Campus Drive, Oroville, CA 95965

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.

The meeting was called to order at 8:38 a.m.

Committee Members Present

Tray Robinson - Chair

Amanda Matz or designee*

John Nock, BC Trustee

Stan Thompson

Shannan Troxel-Andreas

Linda Zorn

*Voting Protocol: If both a committee member and their designee are present, only one vote will be counted.

Staff and Guests

Suzanne Watroba, Executive Director

Tristan Bosch, Program Administrator

Megan Sheehan, Operations Manager

Christian Gutierrez, Public Information Officer

Angela Ohland

1. Agenda Approval

The agenda could not be approved due to a lack of a quorum.

2. Communications from the Public

There were no public comments.

3. Approval of Consent Agenda

The Consent Agenda could not be approved due to a lack of a quorum.

4. Sponsorships

Staff discussed sponsorship, confirmed, and will reach out to previous sponsors.

5. Outstanding Alum Nominations

Executive Director Suzanne Watroba shared that the subcommittee met to review nominations and had a productive discussion. Staff will contact the top two nominees to notify them and confirm their acceptance.

6. Event Day Fundraising

Staff appreciated the productive discussion during the previous meeting on “Raise Your Paddle.” Executive Director Suzanne Watroba shared a key takeaway from a recent conference: focusing on one targeted initiative makes fundraising more effective. The Student Emergency Fund has been heavily utilized this semester and now has a low balance, making it a priority for upcoming fundraising efforts. This fund benefits all students and resonates with the entire audience. Staff will revisit this action item at the next meeting for follow-up.

7. Other Business

There was no other business.

8. Goals for Next Meeting

- Follow up with your sponsor contacts
- Identify potential sponsors for auction donations
- Add your donated cake details to the tracking sheet

9. Next Meetings

First Wednesday of each month, October 2025 through May 2026, at 8:30 a.m., District Board Room

January 7, 2026

February 4, 2026

March 4, 2026

April 1, 2026

Butte College Gala – Saturday, April 25, 2026

Wrap-Up Meeting: May 6, 2026

10. Adjournment

The meeting ended at 9:11 a.m.



BUTTE COLLEGE FOUNDATION

**Meeting of the Butte College Foundation
Gala Committee
January 7, 2026, at 8:30 a.m.**

ACTION ITEM

Subject: 2026 Gala Raise Your Paddle Proceeds	Submitted By: Suzanne Watroba
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Background

In past years, the Gala's Raise Your Paddle supported the Adopt-A-Student endowed scholarship fund. Feedback indicated that its purpose and impact were unclear to many donors. Since the endowment now generates annual scholarships, staff explored alternative funding priorities that would benefit more students and resonate broadly with supporters.

At the October gala meeting, the committee asked staff to identify additional funds and research how to provide clear information and multiple options during the Raise Your Paddle segment. Upon further research, staff found that offering multiple funds during a paddle raise is not considered best practice. Industry guidance shows that focusing on one clearly defined need increases donor understanding, emotional connection, and overall participation.

Student Emergency Funds are critically low, and these grants help students facing unforeseen crises stay enrolled. This fund benefits students across all programs, including those represented by this year's gala partners.

Recommendation

Designate the Gala's Raise Your Paddle proceeds to the Student Emergency Fund, ensuring immediate, high-impact support for students college-wide.