BUTTE COLLEGE FOUNDATION

BUTTE COLLEGE FOUNDATION BOARD
Notice of Executive Committee Meeting

Thursday, August 27, 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 – May 28, 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, 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

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 7:30 a.m.

Board Members Present
Julie Boss, Chair
Neil Yelland, Vice Chair
Patrick Christensen, AS Rep, Sec/Treas.
Tom Lando, Member at Large
Stan Thompson, Member at Large
Rick Krepelka, Trustee Representative
Margaret Hughes

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

1. **Agenda Approval**
   Director Lando moved, seconded by Director Christensen, to approve the agenda. The motion passed unanimously.

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

3. **Approval of Consent Agenda**
   Trustee Krepelka moved, seconded by Director Thompson, to approve the consent agenda. The motion passed unanimously.

4. **Reports**
   4.1. Butte College Superintendent/President's Report – Virginia Guleff
   Superintendent/President Virginia Guleff was absent. Executive Director Suzanne Watroba reported that over 500 students will be participating in commencement. Trustee Krepelka added that Butte College's enrollment has returned to pre–Camp Fire and pre–COVID hold harmless levels.

   4.2. Committee Reports
   - **Alums & Friends– Chair Margaret Hughes & Linda Zorn**

Co-Chair Margaret Hughes reported that the Foundation will be participating in commencement and homecoming in September. Executive Director Suzanne Watroba added that the Foundation has been incorporating Alums & Friends Association messaging into events and communications and is expanding the alums section of the redesigned website. Margaret Hughes also noted that internship opportunities would be an effective way to grow the Alums & Friends network.

- **Board Development – Chair Stan Thompson**
  Chair Thompson reported that the committee met to discuss the slate of officers for 2026–2027, as well as potential board members and the reappointment of one current board member for an additional three-year term. The committee will also review the bylaws and discuss committee chair terms and the Executive Director's role on the board at a future Board Development meeting.

- **Finance/Audit/Investment – Chair Patrick Christensen**
  Chair Christensen reported that the committee met to review the third-quarter budget, highlighting a significant variance between estimated and actual figures due to a large gift received by the Foundation, as well as an increase in external scholarships. Investments with Payden & Rygel were down at the end of the third quarter but have since recovered.

  Chair Christensen also reported that Robert Parker, Director of Fiscal Services, presented the 2026–27 annual budget, providing an overview of key changes, including the fund structure, chart of accounts, endowment and return accounting, and shifts in income and expenses from department accounts to district accounts. Director of Fiscal Services Robert Parker will present the 2026–27 budget at the full board meeting.

- **Fundraising – Chair Neil Yelland**
  Chair Yelland reported that the committee will meet to schedule additional fundraising events for the next fiscal year beyond the Gala and Giving Tuesday. Future fundraising efforts will leverage the donor management system to better target specific audiences and will include events designed to engage alums and donors. The committee will explore hosting an event at the planetarium. Chair Yelland also noted that the Foundation has an opportunity to expand education and awareness about Butte College among financial advisors and certified public accountants.

- **Special Events/Spring Gala – Chair Tray Robinson**
  Chair Tray Robinson was absent. Executive Director Suzanne Watroba reported that net proceeds were comparable to last year, with a slight decrease due to a decline in sponsorships. A full report will be presented at the full board meeting.

- **Scholarships and Grants – Chair Julie Boss**
  Chair Boss reported that staff is continuing to work through remaining scholarship reviews. The committee will meet in late June to review the scholarship process and evaluation rubrics. Staff was commended for their outreach efforts, which resulted in the highest number of applications ever received.

4.3. Executive Director Report – Suzanne Watroba
Executive Director Suzanne Watroba reiterated the significance of the planned gift the foundation recently received, noting that sharing the story of Butte College and demonstrating passion for its mission helped inspire

the contribution—highlighting how small acts can have a meaningful impact. Director Watroba also expressed excitement in welcoming Shirley Hall as the Foundation's new Events Specialist.

5. **Business**

   There was no business conducted.

6. **Next Meetings**

   Thursday, August 27, 2026, at 7:30 a.m.

7. **Adjournment**

   Director Christensen moved, seconded by Director Lando, to adjourn the meeting at 8:36 a.m. The motion passed unanimously.