

SOLANO COMMUNITY COLLEGE EDUCATION FOUNDATION
Board of Directors Annual Meeting Minutes
January 27, 2026

Time and Place of Meeting

A meeting of the Solano Community College Educational Foundation Board was held on January 27, 2026, in the SCC Governing Board Room, Administrative Building 600, 4000 Suisun Valley Road, Fairfield, CA 94534. This meeting was also held as a video meeting through Zoom.

Board Members Present

Terry Glubka, Pamela Loar, Bobbie Martinez, Kellie Sims Butler – attended; Kevin Anderson, Andrea Garcia and John Zeltin – attended via Zoom;

Staff Present

Carolyn Warne, Foundation Director, and Eileen Amick, Administrative Assistant
Board President Terry Glubka called the meeting to order at 4:03p.m.

Approval of Agenda

Motion was made by Pamela Loar and seconded by Kellie Sims Butler to approve the agenda. The motion carried unanimously.

Election of New Board members: Terry Glubka provided background information about the new candidates.

- Pat Carr
- Steve Epps
- Kelley Jaeger-Jackson (Declined the invitation to join the board) *Name removed from vote*
- Suzanne Ng

Motion was made by Pamela Loar and seconded by Bobbie Martinez to approve the three new board members. The motion carried unanimously.

New Board members joined the meeting at 4.30pm.

Approval of Minutes

- October 28, 2025 Board Meeting Minutes
- January 13, 2026 Executive Committee Meeting Minutes

Motion was made by Pamela Loar and seconded by Kellie Sims Butler. The motion carried unanimously.

SCC Superintendent/President update

Kellie provided an update on current happenings at the College which included:

- SCC is working closely with the Solano Workforce Development Board to help with career opportunities and with training for displaced workers because of the closing of

SOLANO COMMUNITY COLLEGE EDUCATION FOUNDATION
Board of Directors Annual Meeting Minutes
January 27, 2026

large businesses in the county.

- The guest speaker at the Spring Convocation was Dr. Don Daves-Rougeaux, Senior Advisor to the Chancellor of the California Community Colleges on Workforce Development, Strategic Partnerships, and Generative AI. The College will convene a task force to the next steps around the use of AI.
- SCC has extended wrap around services for LGBTQIA students.
- Achievements: a Bay Valley Commission Award, debate team wins and PTK Unhoused Voices Projects.
- The College was able to provide a quick response to the potential SNAP benefit program loss of funding. Volunteers helped to provide over 200 Thanksgiving lunches across all three campuses
- SCC has formed a partnership with Napa Valley College student housing program. Due to the limitations of growth at Napa Valley College, there was a surplus of rooms available that SCC students were able to utilize. This program had openings for low-cost housing and some students were able to benefit from them.
- Student enrollment is currently flat but showing increases in course units, particularly in dual enrollment, non-credit classes, and rising scholar programs.

Foundation Program Review

The Foundation took part in the College’s Annual Program Review this year.

Carolyn outlined goals and areas needing improvement. In particular, the Foundation will need Foundation policies for the Investment and Endowment accounts for the auditors. John is willing to work with Carolyn on the investment policy. Carolyn plans to have the policies ready for the April 2026 SCCEF Board meeting. One outcome has already been achieved – the new SCCEF website went live on January 9, 2026. It is now PCI compliant, and its style matches the College website. The SCCEF events calendar is now part of the College’s calendar.

ACTION ITEM:

- Carolyn to provide policies for approval at the April meeting
- Carolyn to send current Bylaws to all Board members

Educational Session Ralph M. Brown Act

Carolyn noted that we would do a small educational session at each meeting to help members. Carolyn said that SB707 has made changes to the Brown Act. There are rules that must be followed. All meeting agendas shall be published at least 72 hours in advance and the meetings shall be open to the public; Board members may not communicate board business outside of the meetings. Kellie discussed the updated rules about remote participation. This still needs to be clarified for small volunteer boards, but the Foundation needs to have an in-person quorum to pass any motions. Public engagement needs to come early in the meeting.

ACTION ITEM:

- Carolyn to move the public comments to the early part of the agenda.

Foundation Financials

SOLANO COMMUNITY COLLEGE EDUCATION FOUNDATION
Board of Directors Annual Meeting Minutes
January 27, 2026

The Foundation's 990 tax returns have been filed and will be added to the website shortly. In reviewing the Projected versus Actual budget, she noted that we are currently negative in funds due to the Wintun Nation funds being received last year and being spent this year.

Event updates

Crab Feed is March 7, 2026. We are hoping to have all board members participate. The Business Mixer Series has two scheduled dates: Vacaville Center on June 4, 2026 and September 24, 2026 at Vallejo Center.

New Partnerships/Grants

Carolyn reviewed notable donations since the beginning of the year, which include \$10,000 in pledges for the Crab Feed and \$6,700 in pledges for the Business Networking Series.

Immediate Action Items

There were no action items.

Comments from Members of the Public

No public attended the meeting.

Closed Session

There was no closed session.

Meeting Adjourned

Motion to adjourn by Terry Glubka and seconded by Pamela Loar.
Meeting adjourned at 5:35 p.m.