Solano Community College Educational Foundation
Board of Directors Meeting Minutes
July 28, 2026

Time and Place of Meeting

A meeting of the Solano Community College Educational Foundation Board was held on July 28, 2026, in the SCC Governing Board Room, Administrative Building (Bldg. 600), 4000 Suisun Valley Road, Fairfield, CA 94534. This meeting was also held as a video meeting through Zoom.

Present (Board): Terry Glubka (President), Andrea Garcia (Treasurer), Pamela Loar, Bobbie Martinez, Kellie Butler, and John Zeltin. Via Zoom: Kevin Anderson, Sunil Bhagat, Pat Carr (Vice-President), Riley Collins (who joined later in person), and Courtney Danielson.

Present (Staff): Carolyn Warne (Foundation Director), Eileen Amick (Foundation Assistant)

Welcome/Introduction

Terry Glubka called the meeting to order at 4:06 pm

Motion**:** Pamela Loar moved, and Bobbie Martinez seconded the motion to authorize remote teleconference participation and associated voting rights for members under the provisions of the Brown Act (Gov. Code § 54953 / SB 707).

Roll Call Vote:

- Ayes: Terry Glubka, Andrea Garcia, Pamela Loar, Bobbie Martinez, Kellie Butler, and John Zeltin
- Noes: None
- Abstain: None

Motion Carried (6-0)

Approval of agenda

Motion**:** John Zeltin moved, and Kellie Butler seconded the motion to approve the agenda.

Roll Call Vote:

- Ayes (in person): Terry Glubka, Andrea Garcia, Pamela Loar, Bobbie Martinez, Kellie Butler, and John Zeltin
- Ayes (online): Kevin Anderson, Sunil Bhagat, Pat Carr, Riley Collins, and Courtney Danielson
- Noes (in person): None

- Noes (online): None
- Abstain (both in person and online): None

Motion Carried (11-0)

Comments from Members of the Public

There were none.

Election of Foundation Board members: Nancy Meadows and Carrie Robertshaw

***Motion*:** Sunil Bhagat moved, and Kellie Butler seconded the motion to approve the election of the two board members.

Roll Call Vote:

- Ayes (in person): Terry Glubka, Andrea Garcia, Pamela Loar, Bobbie Martinez, Kellie Butler, and John Zeltin
- Ayes (online): Kevin Anderson, Sunil Bhagat, Pat Carr, Riley Collins, and Courtney Danielson
- Noes (in person): None
- Noes (online): None
- Abstain (both in person and online): None

Motion Carried (11-0)

Nancy Meadows joined the meeting in person.

Land acknowledgement read by Terry Glubka

Approval of April 28, 2026, Board Minutes and July 14, 2026, Executive Committee Minutes

***Motion*:** Pat Carr moved, and John Zeltin seconded the motion to approve the minutes. Pat asked that the Vallejo Mixer date on the board minutes be changed to reflect the correct date of September 24, 2026.

Roll Call Vote:

- Ayes (in person): Terry Glubka, Andrea Garcia, Pamela Loar, Bobbie Martinez, Kellie Butler, and John Zeltin
- Ayes (online): Kevin Anderson, Sunil Bhagat, Pat Carr, Riley Collins, and Courtney Danielson
- Noes (in person): None
- Noes (online): None
- Abstain (both in person and online): Nancy Meadows

Motion Carried (11-0-1)

Carrie Robertshaw joined the meeting online.

Riley Collins joined the meeting in person.

Superintendent/President presentation

Kellie Butler presented a written report and gave verbal details.

Accreditation

- The College received an accreditation reaffirmation through 2031.

Recruitment

- We have hired 14 faculty and 3 deans: SBS, Health Sciences, STEM
    - Jessica Cromheecke is the new Dean of Science, Technology and Math (STEM). Jessica has over 15 years of experience working for Department of Defense and Veterans Health Administration in progressive executive healthcare leadership roles in Microbiology, Clinical Research, and most recently served as Corporate Compliance Chief at Greater Los Angeles VA Healthcare System. Jessica has been the interim dean over the last year and has served as an adjunct faculty for the college.
    - Melissa Reeve is the new Social Behavioral Science (SBS) Dean. Melissa has been at the college for over 20 years as an English faculty member, and she also led several initiatives for the college, including Guided Pathways and First Year Experience.

- Brian Street is the new Dean of Health Sciences and Athletics. Brian previously served as the Dean for the College of Health Sciences at a 4-year college, East Stroudsburg University of Pennsylvania.

Community Activities and Events

- HR1 Meeting and quarterly updates: Kellie was able to join the HR1 Meeting on June 17th and a zoom call July 17th for ongoing conversations: H.R. 1, also known as the "One Big Beautiful Bill Act" or the Reconciliation Act, is enacted federal legislation leading to sweeping structural reforms across health care, taxation, and student financial aid. Solano Workforce Development and Health and Human Services are leading ongoing conversations regarding the impact of this bill to the county and how we and other key stakeholders can partner to best serve those impacted by the bill due to risk of losing or receiving a reduction in basic needs support such as CalFresh and Medi-cal.

College Activities and Events

- Commencement
  - The 2026 Commencement Ceremony celebrated over 500 graduates this year. We also shared the event via livestream from the solano.edu home page with hundreds of viewers at home.
  - The Biotech Graduation Celebration was a lovely event where students shared their favorite moments of the program and their next adventure. The program has almost a 100% placement of students going straight into the workforce or graduate school.
  - California Medical Facility graduation had a record number of graduates with students earning over 80 degrees and 34 students were inducted into PTK.
- We were selected for a visit from the national Asian Pacific Americans in Higher Education (APAHE) organization and the California Community Colleges Asian American, Native Hawaiian, Pacific Islander Student Achievement Program (AANHPI SAP). We were 1 of 5 programs selected out of the 51 programs in California. It was great to share the story of our program and to hear the students share what the program has meant to them in their own words. We received praise for the SCC program, comments such as, “Stellar program”.
- The CA State Budget passed; it is a promising budget for California Community Colleges with a commitment to fully fund the Student-Centered Funding Formula (otherwise known as the SCFF).

Upcoming College Events

- Convocation, August 14, 8am Breakfast, 9am program starts
- Cosmetology Building Grand Opening, September 2, 4-6:30pm

Member Orientation – special meeting

We would like to schedule a new board member orientation starting at 8am and going thru noon. George Boodrookas from the Network of California Community College Foundations (NCCCF) will be the presenter. He has many years of experience in running and working with community college foundations.

Action: Carolyn will send a survey with potential dates

Foundation Financials

2026-27 Foundation final budget

***Motion*:** Pamela Loar moved, and John Zeltin seconded the motion to approve the 2026-2027 Foundation budget. Once this is approved, it will go forward for approval by SCC Governing Board.

Roll Call Vote:

- Ayes (in person): Terry Glubka, Andrea Garcia, Riley Collins, Pamela Loar, Bobbie Martinez, Nancy Meadows, Kellie Butler, and John Zeltin
- Ayes (online): Kevin Anderson, Sunil Bhagat, Pat Carr, Courtney Danielson, and Carrie Robertshaw
- Noes (in person): None
- Noes (online): None
- Abstain (both in person and online): None

Motion Carried (13-0)

Foundation accounts and funding as of June 30, 2026

Carolyn showed the financial breakdown in the accounts. Over the next few months she will work with college deans and department heads to determine use of the money in the accounts as some of it has been in the accounts for a number of years. She will present progress to date at upcoming board meetings.

Establishment of the SCCEF Program and Facilities Quasi Endowment

Carolyn proposed taking $20,250 of unrestricted funding to a quasi-endowment, with the use of the annual payout determined by the board.

***Motion*:** Bobbie Martinez moved, and Pamela Loar seconded the motion to use $20,250 in unrestricted funding to create the quasi-endowment.

Roll Call Vote:

- Ayes (in person): Terry Glubka, Andrea Garcia, Riley Collins, Pamela Loar, Bobbie Martinez, Nancy Meadows, Kellie Butler, and John Zeltin
- Ayes (online): Kevin Anderson, Sunil Bhagat, Pat Carr, Courtney Danielson, and Carrie Robertshaw
- Noes (in person): None
- Noes (online): None
- Abstain (both in person and online): None

Motion Carried (13-0)

Matching gift funding

Carolyn proposed we use $25,000 of facility naming rights donations to promote giving through matching donations this year. The suggested allocation matches up to $10,000 for payroll deductions, $2,000 for gifts on Giving Tuesday, and look at the remainder for a year-end appeal.

***Motion*:** Andrea Garcia moved, and Nancy Meadows seconded the motion to use $25,000 of facility naming rights donations to promote giving through matching donations this year.

Roll Call Vote:

- Ayes (in person): Terry Glubka, Andrea Garcia, Riley Collins, Pamela Loar, Bobbie Martinez, Nancy Meadows, Kellie Butler, and John Zeltin
- Ayes (online): Kevin Anderson, Sunil Bhagat, Pat Carr, Courtney Danielson, and Carrie Robertshaw
- Noes (in person): None
- Noes (online): None
- Abstain (both in person and online): None

Motion Carried (13-0)

Creation of an ad hoc donor prospect committee

Carolyn asked board members to join an ad hoc committee to look at the list of all Foundation donors over the past five years and see who is on the list and what major donor should be on

the list who is not. An engagement plan will then be put in place to engage these potential donors. Please let Carolyn know if you wish to join this committee.

Volunteers to join Finance Committee

John Zeltin is currently the only member of the Finance Committee. The board has engaged an investment manager to actively manage the portfolio, and going forward there will be a review of and recommendations regarding assets held by the Foundation. Members are asked to join the Finance Committee. It will meet quarterly to discuss the financials and make any necessary recommendations at board meetings. Please let Carolyn know if you wish to join.

Endowments update

The value of the nine endowments as of June 30, 2026, is $222,092.81. As Carolyn proposed at the April 2026 board meeting, the difference between the original principal value and the current account value (minus what will be paid out this year) will be added equally to each principal amount. Going forward, this percentage will be calculated each year based on the asset level (rather than equally). The board agreed to establish a scholarship endowment using proceeds from the crab feed. This will be added to the endowment list as of July 1, 2026.

Investment Advisor presentation

Andrew Whittaker from Wells Fargo Advisors introduced himself and presented his firm's investment philosophy and distributed handouts to those present. He will meet with the Finance Committee to present investment recommendations to the board at the October meeting.

Foundation Events update

- Wednesday, September 23, 2026
  5.30pm – 8.30pm (Wintun Nation Reception and Presentation Evening)
- Thursday, September 24, 2026
  5:30pm – 7:00pm (Vallejo Business Mixer)
- Tuesday, October 20, 2026
  7.00pm start (Scholarship Awards Evening)
- Thursday, April 8, 2027
  5:30pm – 7:00pm (Fairfield Business Mixer)
- Spring 2027 (date TBD)
  BioTech Celebration Event (Vacaville Campus)

Scholarships Review Process

We moved to new scholarship software on July 1. The College updated its IT system at the same time, so we are working to have the scholarship application process open on August 1. Carolyn asked that as many board members as possible take part in the review process. Please be realistic about the amount of time you have to review them. The timeline is as follows:

- Applications open August 1 and close September 8
- Reviewer systems training August 24 via Zoom
- Scholarship review process September 9 through September 30 (excluding Wintun)
- Wintun Reception and Presentation evening September 23 (Vallejo campus)
- Discuss and review award winners October 2 via Zoom
- Scholarship Awards evening October 20 in Cafeteria (Fairfield campus)

Scholarships – John Zeltin

John recently established six annual $2,000 scholarships at Sacramento State with a preference for transfer students from Solano. Over the past ten years 206 Solano students have received $109,000 in scholarships through the John and Eleanore Zeltin Scholarship fund.

Finally, John emphasized the importance of board member support and the impact of scholarships on students in need. He presented a check for $5,000 to Carolyn for this year's scholarship contribution, which will be matched by Delta Airlines, his wife's employer.

'**Immediate Action' Items**

Pat Carr asked which departments have the highest enrollment.

Action: Carolyn will send preliminary information with the minutes and provide more detail at the member orientation.

Adjournment

Motion to adjourn by Andrea Garcia, second by John Zeltin. Meeting adjourned 5:30 pm.

Upcoming confirmed events/meeting dates:

- Wednesday, September 23, 2026 5.30pm – 8.30pm (Wintun Nation Reception and Presentation Evening)
- Thursday, September 24, 2026 5:30pm – 7:00pm (Vallejo Business Mixer)
- Tuesday, October 20, 2026 7.00pm start (Scholarship Awards Evening)
- Tuesday October 27, 2026 4:00pm – 5.30pm (Board Meeting)
- Tuesday, January 28, 2027 4:00pm – 5.30pm (Board Meeting)
- Thursday, April 8, 2027 5:30pm – 7:00pm (Fairfield Business Mixer)
- Tuesday, April 27, 2027 4:00pm – 5.30pm (Board Meeting)