

Citrus College Foundation

Minutes of Monday, March 23, 2026
Regular Meeting of the
Citrus College Foundation Board of Directors
Louis E. Zellers Center for Innovation Building,
Community Room AD 109, 4:00 p.m.

Present: Laura Bollinger, Brian Bowcock, Jared Ceja (v), Claudette E. Dain, Christine Doeve, Phyllis Fritz, Dr. Martin Gundersen, Dr. Dana Hester, Henoch Perez, Carlos Ramos, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres, Diane Wilkinson, Brian Vosberg

Absent: Stacy Arena, Carlos Campuzano, Veronica Kirton, Aaron Ralph, Teddy Villaluz

Non-Voting: Dr. My Chau, Acting Director, Dolores Ybarra, Director, Jared Ceja, Virtually

Call to Order:

The meeting was called to order by Foundation Board President Mr. Carlos Ramos at 4:01 p.m. A quorum was established.

Pledge of Allegiance:

Board President Ramos lead the Directors in Pledge of Allegiance.

Public Comment:

Mr. Ramos made a call for public comments; none were made.

Foundation Director's Report

Dolores Ybarra began by introducing herself as the newly appointed Director of the Citrus College Foundation, joining the team with over 20 years of experience in fundraising, strategic planning, and leadership. On her 11th day in the role, she expressed gratitude toward the staff for their guidance and for making her transition into the college community welcoming. Ms. Ybarra emphasized that her goal is to create "the greatest opportunities" for Citrus College students and the surrounding community through enhanced engagement and fundraising efforts.

Committee Reports and Updates

Ad Hoc Committee

Mr. Vosberg and Ms. Fritz discussed the necessity of updating the Master Agreement, which has not been substantially updated since the Foundation's inception. The primary focus was on the inconsistency between current operations (as an auxiliary) and old documentation. Deciding whether to "opt-in" to Title V requirements. Addressing check-signing discrepancies for amounts between \$5,000 and \$10,000.

The motion was amended to include a "Friendly Amendment" requiring the Ad Hoc Committee to provide a written summary of findings, a scope of work, and estimate of hours/cost before the full \$15,000 is expended. Additionally, Dolores Ybarra and Jared Ceja were added to the Ad Hoc Committee.

49 Yes: Laura Bollinger, Brian Bowcock, Jared Ceja (v), Claudette E. Dain, Christine
50 Doeve, Phyllis Fritz, Dr. Martin Gundersen, Dr. Dana Hester, Henoah Perez,
51 Carlos Ramos, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres, Diane
52 Wilkinson, Brian Vosberg

53 No:

54

55 Absent: Stacy Arena, Carlos Campuzano, Veronica Kirton, Aaron Ralph, Teddy Villaluz

56

57 Abstain: Jared Ceja

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59 The approval of an additional \$15,000 for LCW law firm for the drafting of updated Bylaws,
60 Articles, and Master Agreement motioned by Ms. Phyllis Fritz; seconded by Ms. Diane Wilkinson.
61 Motion passed.

62

63 Yes: Laura Bollinger, Brian Bowcock, Jared Ceja (v), Claudette E. Dain, Christine
64 Doeve, Phyllis Fritz, Dr. Martin Gundersen, Dr. Dana Hester, Henoah Perez,
65 Carlos Ramos, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres, Diane
66 Wilkinson, Brian Vosberg

67 No:

68

69 Absent: Stacy Arena, Carlos Campuzano, Veronica Kirton, Aaron Ralph, Teddy Villaluz

70

71 Abstain: Jared Ceja

72

73 Next, to approve the following authorized signatories for the Foundation's checking accounts
74 effective March 24, 2025 to June 30, 2026 for Banc of California, Foothill Credit Union and Mercer
75 replacing any previous authorized list: (1) Dr. Greg Schulz, Superintendent/President; (2) Carlos
76 Ramos, Foundation Board President; (3) Carlos Campuzano, Foundation Board Vice President;
77 (4) Stacy Arena, Foundation Board Secretary; (5) Brian Vosberg, Foundation Board Treasure; (6)
78 Dolores Ybarra, Director of Foundation; (7) Claudette E. Dain, Vice President of Finance and
79 Administrative Services. Mr. Bowcock moved to approve the motion; seconded by Ms. Doeve.
80 Motion passed.

81

82 Yes: Laura Bollinger, Brian Bowcock, Jared Ceja (v), Claudette E. Dain, Christine
83 Doeve, Phyllis Fritz, Dr. Martin Gundersen, Dr. Dana Hester, Henoah Perez,
84 Carlos Ramos, Dr. Levi Richard, Dr. Greg Schulz, Briceyda Torres, Diane
85 Wilkinson, Brian Vosberg

86 No:

87

88 Absent: Stacy Arena, Carlos Campuzano, Veronica Kirton, Aaron Ralph, Teddy Villaluz

89

90 Abstain: Jared Ceja

91

92 **Announcements:**

93 Mr. Ramos reminded the Board of upcoming events and dates to remember and encouraged the
94 Board to attend upcoming events.

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96 **Adjournment:** Meeting adjourned by Mr. Ramos at 4:46 p.m.

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98 Minutes submitted by Briceyda Torres, Citrus College Foundation