



**BUTTE COLLEGE
FOUNDATION**

BUTTE COLLEGE FOUNDATION BOARD

Notice of Gala Committee Meeting

Tuesday, October 27, 2026, 7:30 a.m.

The Westport

603 Broadway Street, Chico, CA 95928

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

Venue Tour

Call to Order

Committee Members

Julie Boss, Chair

Christian Gutierrez

Ryan Heimlich or designee*

Margaret Hughes

Annette Mariottini

Renée Michel

John Nock

Angela Ohland or designee*

Stan Thompson

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 Coordinator

Jenna McCurdy, Events Specialist

1. Approval of the Agenda

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 – September 22, 2026

4. Venue Tour Debrief: Guest Experience and Event Flow

4.1. Review Guest Arrival, Social Hour, Layout, and Program Flow

5. Sponsorships & Tickets

5.1. Sponsor Update

5.2. Sponsorship Packets Mailed October 19, 2026

6. Event Day Vendors

6.1. Update on Vendors

7. Event Day Fundraising

7.1. Discussion of Opportunity Drawing(s)

7.2. Review of Past Successful Live Auction Items

7.3. Discussion of Dessert Auction

8. Committee Activity

8.1. Discussion of Committee Activity at the Makerspace

9. Outstanding Alums

9.1. Update on Outstanding Alum Nominations

9.2. Distinguished Service Award Feedback

10. Goals for Next Meeting

- Contact potential sponsors
- Secure potential live auction donations
- Secure potential opportunity drawing package

11. Next Meeting:

Tuesday, December 1, 2026, 7:30 a.m.

12. Future Meeting Dates:

Tuesday, January 12, 2027, 7:30 a.m.

Tuesday, February 9, 2027, 7:30 a.m.

Tuesday, March 9, 2027, 7:30 a.m.

Tuesday, April 6, 2027, 7:30 a.m.

Tuesday, May 4, 2027, 7:30 a.m.

13. Adjournment

13.1. 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

BUTTE COLLEGE FOUNDATION BOARD Notice of Gala Committee Meeting

Tuesday, September 22, 2026, 7:30 a.m.
Butte College Skyway Center – Room 147
2480 Notre Dame Blvd. Chico, CA 95928

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.

MINUTES

The meeting was called to order at 7:34 a.m.

Committee Members Present

Julie Boss, Chair
Christian Gutierrez
Ayako Nakamura
Margaret Hughes
John Nock
Angela Ohland
Stan Thompson
Linda Zorn

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

Staff and Guests Present

Suzanne Watroba, Executive Director
Tristan Bosch, Program Administrator

1. Agenda Approval

Director Thompson moved, seconded by Margaret Hughes, to approve the agenda. The motion passed unanimously.

2. Communications from the Public

There were no public comments.

3. Approval of Minutes

Director Thompson moved, seconded by Linda Zorn, to approve the minutes. The motion passed unanimously.

4. Welcome & Event Details

4.1. Committee member introductions

Staff welcomed the committee, and introductions were made.

4.2. Butte College Gala: Saturday, April 24, 2027, at The Westport Event Venue in Chico

Chair Julie Boss confirmed the event date and location.

4.3. Venue description – discuss options for committee walk-through

Due to the venue change, the committee discussed scheduling a site walkthrough. Staff will identify and coordinate the visit date.

5. Gala Goals and Proceeds

5.1. Discussion of cross-departmental collaboration: Athletics, Communications Studies, Industrial Technology Programs & Agriculture and Performing Arts

Director Thompson provided a brief history of previous galas, highlighting how the event has grown and evolved over the years. Executive Director Suzanne Watroba discussed last year's decision to expand gala partnerships to additional campus areas and noted that an equal revenue-sharing model created reconciliation challenges. For this year's event, four partners have committed to participate at either the \$10,000 or \$5,000 proceed level.

5.2. Connecting guests to mission

Executive Director Suzanne Watroba explained that the Gala is designed to connect guests with the Foundation's mission and impact. She emphasized the importance of balancing the event's fundraising goals with the Foundation's commitment to supporting departments and programs across the campus.

6. Sponsorships & Tickets

6.1. Discussion of sponsorship levels and ticket pricing

Staff presented the previous year's sponsorship levels along with proposed sponsorship opportunities for 2027. The committee expressed support for adding a higher sponsorship tier, although feedback was mixed regarding changes to some of the lower-level tiers. After discussion, the committee reached consensus on the proposed sponsorship structure. The committee also agreed that ticket prices should remain unchanged for the 2027 gala.

6.2. Sponsorship letters will be mailed in October

Staff will mail gala sponsorship letters in mid-October.

7. Outstanding Alums

7.1. Outstanding Alum nominations

Outstanding Alum nominations will be open throughout October, and committee members were encouraged to promote the nomination opportunity through their social media networks. The committee also discussed challenges associated with Outstanding Alum speeches during the gala program. Trustee Nock suggested exploring the creation of a Distinguished Service Award to recognize individuals who have made significant contributions to Butte College and its mission.

8. Event Day Fundraising

The group tabled discussion of event-day fundraising activities until a future meeting. Chair Boss shared that the silent auction will be eliminated and replaced with additional opportunity drawings to streamline fundraising efforts and enhance guest participation.

9. Committee Activity

9.1. Discussion of committee activity at the Makerspace

The committee tabled discussion of a Makerspace activity until a future meeting.

10. Goals for Next Meeting

- Identify potential sponsors
- Suggest potential live auction donations
- Suggest potential opportunity drawing package
- Nominate an Outstanding Alum

11. Next Meeting:

Tuesday, October 27, 2026, 7:30 a.m.

12. Future Meeting Dates:

Tuesday, December 1, 2026, 7:30 a.m.

Tuesday, January 12, 2027, 7:30 a.m.

Tuesday, February 9, 2027, 7:30 a.m.

Tuesday, March 9, 2027, 7:30 a.m.

Tuesday, April 6, 2027, 7:30 a.m.

Tuesday, May 4, 2027, 7:30 a.m.

13. Adjournment

Angela Ohland moved, seconded by Christian Gutierrez, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:52 a.m.