



**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.

AGENDA

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 Administrator
Shirley Hall, Events Specialist

1. Communications from the Public

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 – April 1, 2026

4. Welcome & Event Details

- 4.1. Committee member introductions
- 4.2. Butte College Gala: Saturday, April 24, 2027, at The Westport Event Venue in Chico
- 4.3. Venue description – discuss options for committee walk-through

5. Gala Goals and Proceeds

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

6. Sponsorships & Tickets

- 6.1. Discussion of sponsorship levels and ticket pricing
- 6.2. Sponsorship letters will be mailed in October

7. Outstanding Alums

- 7.1. Outstanding Alum nominations

8. Event Day Fundraising

- 8.1. Discussion of opportunity drawing(s)
- 8.2. Review of past successful live auction items
- 8.3. Discussion of dessert auction

9. Committee Activity

- 10.1. Discussion of committee activity at the Makerspace

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

- 13.1. Action Item: Motion to adjourn

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 Gala Committee Meeting Minutes

Wednesday, April 1, 2026, 8:00 a.m.
District Board Room, Student and Administrative Services Building, 3rd Floor
3536 Butte Campus Drive, Oroville, CA 95965

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.

The meeting was called to order at 8:03 a.m.

Committee Members Present

Tray Robinson - Chair
Ryan Heimlich
Margaret Hughes
Amanda Matz
Renée Michel
John Nock, BC Trustee

Stan Thompson
Shannan Troxel-Andreas
Jacob Vazquez
Tom Williams
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
Megan Sheehan, Operations Manager

1. Agenda Approval

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

2. Communications from the Public

Margaret Hughes made a statement regarding Butte College advertising in Upgraded Living.

3. Approval of Minutes

Stan Thompson moved, seconded by Renee Michel, to approve the consent agenda. The motion passed unanimously.

4. Sponsorship & Ticket Updates

4.1. Confirmed sponsors

There is \$108k in confirmed sponsorships.

4.2. Ticket Sales

Staff reported there are tickets available. The goal is to sell approximately 75 more tickets.

5. Event Promotion Updates

Executive Director Suzanne Watroba reported that a district-wide announcement is being distributed. Staff are collaborating with the marketing team on social media posts and encouraged committee members to help share the content. Chair Robinson suggested that staff also send emails to constituency groups. Linda Zorn further recommended promoting the event through the Chico Chamber and Rotary Clubs. Action News Now recently featured a story on the Outstanding Alums, and Virginia Guleff is scheduled to film with them next week.

6. Committee Participation

Staff will send out correspondence confirming the setup time, location, and tasks.

7. Event Day Fundraising Updates

The committee reviewed the live auction items secured to date. Staff will proceed with 11 live auction items and 10 dessert auction items. Silent auction items will continue to be accepted for an additional one to two weeks. The new Auctria software will allow guests to preview live and dessert auction items in advance of the event.

8. Volunteer Roles

Staff will confirm volunteer roles with the departments in the following weeks.

9. Other Event Day Discussion

Suzanne Watroba discussed providing drink tickets for event sponsors. In addition, passed refreshments will be available during the first hour of the event.

10. Goals for Gala

- Send photos highlighting your department/program – approx. 12-15 photos for slideshow
- Auction items – need to be received by the Foundation by April 6 (April 9 deadline to be included in marketing materials)
- Share about the event!

11. Next Meetings

Butte College Gala – Saturday, April 25, 2026

Wrap-Up Meeting: May 6, 2026

12. Adjournment

Renée Michel moved, seconded by Shannan Troxel-Andreas, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:51 a.m.