



Staff Report

Agenda Item #: {{section.number}}D

Yountville Town Council Staff Report

DATE: September 17, 2024

TO: Mayor and Town Council

FROM: Hilary Gaede, Communications Director/ Town Clerk

PREPARED BY: Hilary Gaede, Communications Director/ Town Clerk

RECOMMENDATION

Appoint three (3) individuals to the Yountville Community Foundation with a term of office to commence immediately and expire August 1, 2026.

DISCUSSION/BACKGROUND

At the Town Council Meeting held January 19, 2016, Council adopted Resolution Number 16-3319 establishing the Town of Yountville Community Foundation (TOYCF). The purpose of the TOYCF is to promote and raise funds to support community-based programming to benefit and serve the residents of the Town including, but not limited to:

- Youth recreation and education programs
- Community based wellness and enrichment programs
- Senior recreation, leisure, education programs and support services
- Parks and facilities improvements
- Cultural arts programs such as the Public Art Walk, the Gallery at the Community Hall, literary programs, visual and performing arts programs
- Initiatives for events and programs staffed by community volunteers
- Potential for other community organizations to partner with the foundation subject to development of a partnership agreement and approval by the Foundation Board of Directors of the partnership agreement as outlined herein.

The TOYCF is intended to operate as an administrative organization providing the financial and administrative support for various areas of specified interest, such as the Yountville Arts Fund and the Youth Subsidy Fund. The TOYCF will serve to facilitate local fund-raising and provide a structure for collection and distribution of funds consistent with the provisions of its Bylaws. TOYCF Composition/Membership The Board of Directors shall consist of no less than five (5) and no more than nine (9) members, to be known individually as Directors and collectively as the Board of Directors (hereinafter "the Board") serving staggered 2- year terms of office.

A list of member types is shown below:

- One (1) Director, providing there is a willing applicant, should be a member of the Town of Yountville Parks and Recreation Commission.
- One (1) Director, providing there is a willing applicant, should be a member of the Yountville Arts Commission.
- One (1) Director, providing there is a willing applicant, should be a member of the Yountville Chamber of Commerce.
- One (1) Director, providing there is a willing applicant, should be a member of each community partner organization that may enter into a partnership agreement with the TOYCF. Nothing shall prohibit additional

representatives from such programs also being Directors. The balance of the remaining Directors shall be residents of the Town of Yountville.

Advisory Board Members: The Town of Yountville Town Manager and the Parks and Recreation Director or his/her designee shall serve as an ex officio member of the Board and shall be invited to all board meetings as a non-voting advisor to the TOYCF. In addition, and at its discretion, the Board may invite community members and business owners to participate as non-voting advisors to the TOYCF.

Recruitment

Recruitment Town staff posted a Notice of Vacancy on August 9, 2024 in the Town’s posting locations as well as the Town website for three (3) expiring community volunteer positions and one (1) vacant “Non-profit Organization Representative” category. At the close of the application filing period, three applications were received from incumbents Majel Arnold, Scott Owens, and Pamela Ziedell. Staff recommends the reappointment of applicants and will continue to recruit to fill other vacancies. The Town Council Handbook, Chapter II, Section Boards, Commissions, and Committee appointments states that “In the event the number of applicants equals the number of vacancies, the Town Council may waive the interviews and make the appointments based on the applicant's qualifications. This allows the Town Council to promptly fill available positions while ensuring all selected candidates meet the qualifications for their respective roles.”

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

FISCAL IMPACT

Is there a Fiscal Impact? No

Is it Currently Budgeted? N/A

Where is it Budgeted? N/A

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The Town Council recognizes the importance of involving community members in the governance of the Town by interviewing and appointing volunteers to the Town’s Boards and Commissions.