

The Friends of Chabot College

Board of Directors Agenda

June 8, 2022

Call to Order – 12:14 p.m. Yvonne called to order

Roll Call – Pat Gacoscos called to order

- Present: Mark Salinas, Marita Cheng, Pat Gacoscos, Hal Gin, Melinda Matsuda, Dale Wagoner, Yvonne Wu Craig,
- Minute Taker: Christine Herrera
- Absent: Susan Sperling, Sheryl Boykins and Obay Van Buren

Public Comments – No comments

Approval of Minutes – April 1, 2022

- Minutes approved by all members present

President's Report

- No president's report

Executive Director's Report

- Yvonne's report presented in the agenda items below

Information Items:

- **March and April 2022 Financial Reports**
 - Not too much has changed for month end, assets have gone up.
 - Scholarship Luncheon expenses will show in June report
 - Martins Faculty award was given at Commencement, 2022 cash award \$2,500 per year to a faculty member, students nominated. Winner was Sadie Ashraf for this year, 2022.
 - Scholarship luncheon was successful, great attendance and donors were happy.
 - Portfolio on the investments from Fremont Bank, all individual accounts and investments. Two accounts, large account restricted account and then smaller amounts to help with operational. Stock and bond markets are down so difficult to have safe investments. Assets currently in, cash into investments, 7.5% in cash.
 - Question: Fremont Bank not free of investing in guns and tobacco
 - Question: Why do they put a small % in this mutual fund? Board asking to have that percentage removed from the investment.
 - Raised questions regards to getting clarification, appreciate Yvonne bringing to us and being transparent regarding the mutual funds.

Discussion & Action Items:

- **Conflict of Interest Policy (AI)**
 - Hal Gin motioned to approve, Pat Gacoscos, all members present approved.

- **2022 -23 Board Meeting Calendar (AI)**
 - Reviewed calendars, meet every month leading up to Gala or once every other month
 - Suggestion to have the July 6th and only have Gala be the only agenda item
 - Suggestion meet every month leading to Gala, starting August 3rd and September 7th
 - Work group in July for planning Gala, July 14th 12:00-1:00 virtual
 - Christine to send calendar invite for October 5th, December 7th, February 1st, April 5th, June 7th
 - Dale Wagoner motioned to approve and Hal Gin seconded, all members present approved.

- **2022-23 Budget (AI)**
 - Consolidated budget, cost basis description what it refers to. Board contributions at Gala throughout year, \$500 per year. Government grants, board of Supervisor's grants, Chabot college contribution, need to look at other ways to generate revenue. Fundraising events \$37,000, \$27,000 in stewardship revenue, funding source is going away.
 - Reviewed the tentative budget.
 - Suggestion to rebrand the logo, make some enhancements and to change the logo to be cleaner. Mark and Melinda to work on a new logo design – Graphic Design funds
 - Grants and Scholarships – Income to be released from income
 - Student Awards-MESA stipends
 - Staff awards
 - Mini grant process – Funding for College programs
 - Emergency Funds still available
 - Sponsorships – four board designated organization
 - Two memberships – Advertising and Marketing
 - Software subscriptions
 - FCC happy hours for the college gatherings
 - Alumni Mixers
 - Mixer with the builders – PLA
 - Presidents Circle – After Gala to follow-up with targeted engagement, to continue the donor. Early spring to partner with the new Mayor and Fire Academy. Grand Opening with the City of Hayward. Launch the President's Circle prior to the ribbon cutting for the Fire Academy. Yvonne to coordinate with President's Office and Bob Buell, many opportunities.
 - Total income \$204,300 with \$22,000 in income less
 - Pat Gacoscos motioned to approved, Dale Wagoner seconded, all members present approved.

- **Support for non-profit organizations for Afghan refugees**
 - Mark shared the potential of enrolling this population to Chabot College and how we could we support
 - One organization to support might be the Five Pillars (CBO)
- **Gala planning**
 - Date proposed - October 6th, 2022
 - Honorees proposed –
 - Rob Stoker was nominated by O Bray Van Buren via discussions with Yvonne
 - Irma Fitzsimons-Torres – 1988 graduated AA from Chabot and is now the Principal at Burbank Elementary – Mark nominated
 - HMC sponsor the company highlight how they work with the program
 - There was consensus from the Board to support all who were nominated
 - Need to work on a theme

Adjourned at 1:39 p.m.