

THE FRIENDS OF CHABOT COLLEGE
Board of Directors Meeting
Wednesday, August 7, 2019 • 12:00 p.m.
Chabot College • 25555 Hesperian Blvd. Hayward, CA 94545
Building 700S • Event Center

MINUTES

1. Call to Order – Chair Mark Salinas

Chair Mark Salinas called the meeting to order at 12:20 p.m.

2. Roll Call – Vice Chair/Secretary Pat Gacoscos

Members Present:

Ms. Sheryl Boykins
Ms. Marita Cheng
Vice Chair/Secretary Pat Gacoscos
Ms. Melinda Matsuda
Chair Mark Salinas
Mr. Obray Van Buren (via phone)
Mr. Dale Wagoner
Ms. Yvonne Wu Craig

Members Excused:

Dr. Hal Gin
Dr. Susan Sperling

Recording Secretary:

Ms. Aubrie Ross

Other Attendees:

Ms. Melissa Bailey, Veterans Resource Center Coordinator, Chabot
Ms. Robin Braverman, Robin Braverman Associates (via phone)

3. Public Comments

There were no Public Comments made during the meeting.

4. Approval of Minutes from June 5 2019

Motion to approve the June 5, 2019 Minutes as presented was moved by Ms. Boykins and Seconded by Ms. Cheng

Motion passed with 4 Ayes, 0 Nays, and 2 Abstention.

The November 7, 2018 Minutes were approved through an electronic vote.

5. Presentation: Veterans Resource Center (Melissa Bailey)

Ms. Bailey introduced herself to the Board. She passed out a packet which outlined the resources available at the Veterans Resource Center. Some of the services provided include help with financial aid benefits, educational goal guidance, use of computers, and copiers as well as counseling resources. The center also has once a month visits from the VA Palo Alto Health Care System and Employment Development Department. Ms. Bailey expressed that the center is a very welcoming environment, similar to how it was for them as they were in service.

Veterans Resource Center upcoming events include: Veterans Day, Women's History month, LGBTQ Welcoming for Veterans.

Veterans Resource Center upcoming workshops include:

- Café Cranium – Online based student appointments service
- RISE Program – Outreach to Veterans who may have a record
- Resume Building Workshop
- Post 9/11 GI Bill extension for STEM students – Help Veterans apply for benefits
- Veterans Sensitivity Training – Staff/Faculty

Vice Chair Gacoscos asked Ms. Bailey what the average of the Veterans. Ms. Bailey informed the board that the average age is between 24- 32.

Chair Salinas asked why there is such a demand for Engineering degrees for Veterans. Ms. Bailey informed the Board that based on the Veteran's branch of Service they were in and what job they had during their time in the service play a huge factor in the major they go into. A lot of the major are picked because they have existing skills that can be applied to the trade and it is familiar for them.

The Board asked Ms. Bailey what the Foundation could do to help the Veterans Resource Center. Ms. Bailey expressed the need for Financial assistance is a great help. Also it would be helpful to create a cohort for the student veterans that could help them with basic needs outside of school. As well as a career workshop focused on student Veterans to help with interview skills.

Ms. Boykins shared that she is in the process of filling in on-call positions for Chabot College, Campus Safety services and it would great to have Veterans apply for these positions. This would offer them different perspective and broaden their scope on campus. Ms. Boykins will share the details with Ms. Bailey and also attend the Veterans new student Orientation.

6. President's Report

There was no President's Report presented during this meeting.

The Board moved the Annual Gala as the next discussion item since Vice Chair/Secretary Gacoscos had updates and needed to attend another meeting.

7. 6th Annual Gala

Ms. Wu Craig shared that the Board packet will be sent out in an email and through post mail to those who were unable to attend the meeting. Included in their packet is a sample letter for Gala Sponsorships, a Wish list guide for items to include for Gala auction items. Mr. Van Buren & Vice Chair/Secretary Gacoscos shared that they are reaching out to their contact for Sponsorships.

Ms. Wu Craig shared that we have received Sponsorships from Kaiser Permanente Kaiser Foundation and Fremont Bank Foundation.

Ms. Wu Craig shared that Dr. Bobby Nakamoto, Director of Equity at Chabot College has donated his services for a live jazz performance as well as AV services. Also, Michael Craig will be donating his services as a photographer.

Ms. Wu Craig informed the board that she plans to meet with Ms. Deonne Kunkel Wu, Dean of Arts, Media and Communication to request a performance or services for the Gala in her area.

8. Executive Director's Report

Ms. Wu Craig shared updated from the events she attended at the Hayward Chamber of Commerce, Latino Round Table, and the State of the City of Union City. She asked the Board to let her know if there are any other items or events that they would like to have updates on.

She informed the Board that the District Foundation plans to meet on August 8th. Noted as an Action Item on the Agenda is the transfer of District Foundation funds be transferred the College Foundations. Also, noted are the Measure A Bond funds which will also transferred to the Colleges. The Finance Committee will need to meet to look into how the funds will be used and for what purpose. Updates will be addressed during the September Board Meeting.

9. Information Item

a) Alumni Bowling Mixer

Ms. Wu Craig shared that the Foundation is sponsoring and Alumni Mixer on Thursday, August 8th at the Castro Village Bowl.

b) College Day - Happy Hour

Ms. Wu Craig shared that the Foundation will be hosting and sponsoring a Happy Hour event for Faculty, Classified Professional and Administrators after College Day on Friday, August 16 from 4 – 6pm.

10. Financial Report & Action Items (AI)

a) FY 2018 Audit Report (AI)

Ms. Braverman shared the Audit report with the Board of Directors. She informed the Board that after several months and effort the Audit has been prepared correctly. She shared that the Foundation will request the same Auditor for the next Audit in for FY 2019. Ms. Braverman informed the Board that she was comfortable with Audit and welcomed any questions the Board may have. The Board had no questions.

Motion to approve to the FY 2018 Audit Report by Vice Chair/Secretary Gacoscos, seconded Mr. Van Buren

All approved
Motion passed unanimously

b) Silicon Valley Community Foundation Statement

Silicon Valley Community Foundation Statement shows that the foundation's investment fund increased in value by \$1,200 gaining. Robin pointed out that this income is also captured on the monthly financial statements.

c) June 2019 Financial Report

Ms. Braverman shared the Financial Report with the Board. The Investment is also reflected on the Financial Statement.

Ms. Braverman informed the Board that the TRNA for Scholarships will be ready for review during the next Board meeting for updates and changes.

Chair Salinas thanked Ms. Braverman for making the financials easy to understand.

11. Discussion & Action Items (AI)

a) Board Sponsorships (AI)

The Board recommended that the Board Chair approve any Sponsorships over \$1,000.

12. For the Good of the Order

The meeting was adjourned in Trustee Emeritus' Isobel Dvorsky's honor.

13. Next Board Meeting: Wednesday, September 4 @ 12 p.m., Event Center

14. Adjournment

Chair Salinas adjourned the meeting at 1:45 p.m.

Minutes prepared by Ms. Aubrie Ross

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