

THE FRIENDS OF CHABOT COLLEGE
Board of Directors Meeting
Wednesday, November 6, 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 – Ms. Yvonne Wu Craig

Members Present:

Ms. Sheryl Boykins
Chair Mark Salinas
Dr. Susan Sperling
Mr. Dale Wagoner
Ms. Yvonne Wu Craig

Members Excused:

Vice Chair/Secretary Pat Gacoscos
Dr. Hal Gin
Ms. Melinda Matsuda
Ms. Marita Cheng
Mr. Obray Van Buren

Recording Secretary:

Ms. Yvonne Wu Craig

3. Public Comments

There were no Public Comments made during the meeting.

4. Approval of Minutes from September 4, 2019

Since there was no quorum for the meeting the September 4, 2019 Minutes will be reviewed during the next meeting on February 5, 2020.

5. President's Report

Dr. Sperling commended everyone on a job well done for the 6th Annual Gala. She shared that the campus-wide Flex Day was held on October 31st. There were some amazing presentations given by several Facilitators throughout the day. The presentations from Special Programs leaders left attendees in awe of the knowledge and expertise that was shared with the Chabot community. On October 29th, the Student Senate of Chabot College hosted a Halloween Health Fair. Over 200 students participated, getting the opportunity to connect with campus and community health resources including mental health, dental services, natural care services, and more. This event was in collaboration

with Tiburcio Vasquez Health Centers providing connections to many services and resources and offering health screenings including blood pressure readings, blood sugar tests, flu shot appointments, and more. Also included was a Halloween Costume Contest and music provided by KCRH Radio and a pop-up food pantry hosted by Chabot FRESH Food and Life Pantry Team.

6. Executive Director's Report

Ms. Wu Craig shared that a new Academic Senate Emergency Scholarship fund has been established by Academic Senate at Chabot College. Also, the Foundation has started receiving Payroll Deductions through direct deposits for Chabot College Programs APIEA (Asian Pacific Islander Education Association) & BEA (Black Education Association). These contributions will be charged a 5% fee for Managed Funds.

Ms. Wu Craig shared that because of the revenue generated by the Gala this year, the FCC will easily make it's 2019-20 match of \$40,000 committed for the Hispanic-serving Institutions grant. Other revenue generated could be used towards board-designated Grant Aid for college programs in support of college priorities.

7. Information Items

a) Gala Debrief and Preliminary Report

Ms. Wu Craig shared the Gala preliminary report with the Board. Same attendance as previous year with an increase of 116% in revenue totaling almost \$51,984.46 in net income.

b) District Foundation Funds Update

Ms. Wu Craig informed the Board of the District Foundation funds. The Funds should be transferred to the respected Colleges at the beginning of 2020.

8. Financial Report

a) September Financial Report

Ms. Wu Craig shared the September Financial Report with the Board. The Board reviewed the materials provided.

9. Discussion & Action Items (AI)

a) Whistleblower Policy First Reading (AI)

The Whistleblower Policy First Reading will be reviewed during the next meeting on February 5, 2020.

b) Conflict of Interest Policy First Reading (AI)

The Conflict of Interest Policy First Reading will be reviewed during the next meeting on February 5, 2020.

c) **Drug Free Environment and Drug Prevention Program (First Reading)**
The Drug Free Environment and Drug Prevention Program will be reviewed during the next meeting on February 5, 2020.

d) **Record Retention and Destruction Policies and Procedures (First Reading)**
The Record Retention and Destruction Policies and Procedures will be reviewed during the next meeting on February 5, 2020.

e) **FCC Grant Aid Application**
This item was not discussed due to lack of quorum.

f) **Advisory Board Members**
This item was not discussed due to lack of quorum.

g) **Gala 2020 Date**
This item was discussed as part of the Information Items discussion. Board members and attendees expressed that they would like to continue holding the Gala at Stonebrae. They suggested holding the October 1st and October 8th dates with Stonebrae and deliberate with the rest of the Board during the next meeting.

The Board also discussed including electronics as auction items for the Silent Auction.

10. Next Board Meeting: Wednesday, February 5 @ 12 p.m., Room 204

11. Adjournment

Chair Salinas adjourned the meeting at 1:50 p.m.

Minutes prepared by Ms. Aubrie Ross

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