

THE FRIENDS OF CHABOT COLLEGE
Board of Directors Meeting
Wednesday, February 5, 2020 • 12:00 p.m.
Chabot College • 25555 Hesperian Blvd. Hayward, CA 94545
Building 200 • Room 204

MINUTES

1. Call to Order – Chair Mark Salinas

Chair Mark Salinas called the meeting to order at 12:15 p.m.
Chair Salinas welcomed the Board back for the New Year.

2. Roll Call – Vice Chair/Secretary Pat Gacoscos

Members Present:

Ms. Sheryl Boykins
Ms. Marita Cheng
Vice Chair/Secretary Pat Gacoscos
Dr. Hal Gin
Ms. Melinda Matsuda
Chair Mark Salinas
Mr. Dale Wagoner
Ms. Yvonne Wu Craig

Members Excused:

Dr. Susan Sperling
Mr. Obay Van Buren

Recording Secretary:

Ms. Aubrie Ross

3. Public Comments

No Public Comments were made during the meeting.

4. Approval of Minutes from September 4, 2019

Motion to approve the September 4, 2019 Minutes as presented was moved by Vice Chair/Recording Secretary Gacoscos and Seconded by Dr. Gin

Motion passed with 6 Ayes, 0 Nays, and 0 Abstention.

Approval of Minutes from November 6, 2019

No Quorum was not met and no Action Items were made during the November 6, 2019 Board meeting therefore, the Board agreed that the meeting was considered cancelled.

5. President's Report

No President's report was made during this meeting.

6. Executive Director's Report

Ms. Wu Craig reported that the college is working on opening a United Way Bay Area Sparkpoint area. The Career Center area will hold financial literacy and other social services for our students. The United Way Bay Area/ Stupski Foundation is in the planning process of engaging other agencies. The use of the workspace will serve as an office space for community members and students. Ms. Wu Craig asked the Board to forward any agencies that may be interested in partnering to her and Dr. Bobby Nakamoto's attention.

Ms. Wu Craig shared that the Fullbright visiting Scholar Program has been approved to host a History of Political Science faculty member from a Latin American country. The Scholar is scheduled to arrive in Fall 2020 and will teach Political Science to our students at Chabot. A small committee will be put together for the Scholar so that they can help show them around. She asked if any of the Board of Directors would like to host the Scholar or to forward her any locations of interest that the Scholars may benefit from. She also asked for them to forward any possible available housing options for the Scholar for a semester. She mentioned that she has talked with Hayward Chamber of Commerce, Kim Huggett to see if he would be interested in doing a mixer for the other Fullbright Scholars.

USPS mailing is now active through nonprofit mailing which will save money.

7. Information Items

a) Alumni Mixer – Drake's Brewing Co. on Saturday, February 22 from 11:30 am – 2 pm

Ms. Wu Craig shared that the Alumni workgroup is busy planning upcoming Alumni events. More events to come in the Summer/Fall 2020. She informed the Board of the upcoming event at Drake's Brewing Company in San Leandro on Saturday, February 22. They are more than welcome to attend.

b) District Foundation Funds Update

Ms. Wu Craig shared the District funds transfer has been temporarily delayed. There is a scheduled meeting in February.

8. Financial Report & Action Items

a) December Financial Report

Ms. Wu Craig shared the December Financials with the Board of Directors. She explained that the Audit report should be available for the Boards review during the next scheduled meeting.

Chair Salinas asked if the Board of Directors could get a statement that shows over 7 years the Foundation went from zero to over a quarter of a million dollars and that we met the Board's commitments and continue to make goals going forward.

Ms. Wu Craig shared that new scholarship was established for an Academic Senate Emergency Scholarship.

Chair Salinas asked if there was a way to platform the Foundation's financial gains and accomplishments with the College. Ms Wu Craig shared that during College Day in Fall 2019, Dr. Sperling asked her to address the college. During this presentation she shared what the Foundation has done throughout the years. After the presentation Ms. Wu Craig received a lot of positive feedback from Faculty, Classified and Administrators.

Ms. Wu Craig shared that the Board successfully raised \$40,000 to go towards HSI. \$40,000 will be matched by the US Department of Education. If approved by Board a committed of \$40,000 will be set aside for 2020. The matched \$40,000 will be matched by US Department of Education which will bring the total so far to \$160,000 raised towards HSI.

9. Discussion & Action Items (AI)

a) Gala 2020 Date

The Board agreed to hold the 2020 on Thursday, October 1, 2020.

The Board asked if we could request the Dormy buyout at Stonebrae for the Gala this year.

The Board would like to consider Honoring two Alumni from Broadcasting/Radio industry. Chair Salinas recommended for the Distinguished Alumni Award Sylvia Chacon from 98.1 The Breeze or Alex Harmin. Ms. Wu Craig will reach out to Obray Van Buren for his suggestions for possible Labor nominees.

They also requested that we ask if Alex Harmin from the KBLX morning Dream team would be interesting in being the Masters of Ceremonies for the Gala.

The Board will bring back additional nominees for the next meeting.

b) HSI Matching Funds for 2019-2020 (AI)

Motion to approve to move the \$40,000 commitment towards HSI for 2019-2020 by Mr. Wagoner and seconded by Dr. Gin

All approved

c) 2020 Board Retreat Date & Location

The Board discussed possible Board Retreat locations: Hilton Garden Inn, Bayside Room at Cal State East Bay, or the Hayward Public Library. Ms. Wu Craig will reach out to see what is available for the schedule Board Retreat date.

Possible Board Retreat topics:

- Board Members (how many, who to bring)
- Advisory Board Members
- What is the next campaign after HSI is met
- Funding priorities for the Board with the money coming in from the District.
- Broadening our partnerships with Business in the area.
 - Alameda Academy and Fire Academy – Reach out to Falck Ambulance to request for First Aid certification for the campus.
- New sources of revenue

d) Updates to Board Calendar (AI)

The Board agreed to hold the Board Retreat on ½ day from 9am – 1 pm on Wednesday, April 1, 2020 the location will be determined.

Motion to approve the update to the 2019-2020 Board Calendar with the addition to the Board Retreat for April 1, 2020 from 9 am – 1 pm was Moved by Mr. Wagoner and Seconded by Dr. Gin

All approved

e) Conflict of Interest Policy (AI)

Chair Salinas moved that we adopted the Conflict of Interest and seconded by Vice Chair/Recording Secretary Gacoscos.

All approved

f) Whistleblower Policy (AI)

Chair Salinas moved that we adopted the Whistleblower and seconded by Vice Chair/Recording Secretary Gacoscos

All approved

g) Salesforce Ethics Certification Letter for Donation Acceptance (AI)

Dr. Gin moved to accept the donation. Seconded by Vice Chair/Recording Secretary Gacoscos

All approved

10. Next Board Meeting: Wednesday, April 1st @ 9 am - 1 p.m., location TBD

11. Adjournment

Chair Salinas adjourned the meeting at 1:35 p.m.

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the Office of Development and the Foundation, 25555 Hesperian Blvd., Hayward, CA 94545, 510-723-6633, between 8:00 a.m. and 5:00 p.m. at least 48 hours before the meeting. Pursuant to Government Code 54957.5: Supplemental materials distributed less than 72 hours before this meeting, to a majority of The Friends of Chabot College Board will be made available for public inspection at this meeting and at the Office of Development and the Foundation located at 25555 Hesperian Blvd., Hayward, CA 94545 during normal business hours. Materials prepared by The Friends of Chabot College and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection.