

THE FRIENDS OF CHABOT COLLEGE
Board of Directors - Regular Meeting
Wednesday, June 2, 2021 • 12:00 p.m. – 2:00 p.m.
Zoom Meeting

MINUTES

1. Call to Order - Chair Mark Salinas

Chair Mark Salinas called the meeting to order at 12:07 p.m.

2. Roll Call – Vice Chair/Secretary Gacoscos

Members Present: Chair Mark Salinas, Vice Chair/Secretary Pat Gacoscos, Dr. Hal Gin, Ms. Melinda Matsuda, Ms. Marita Cheng, Mr. Dale Wagoner, Ms. Yvonne Wu Craig and Dr. Susan Sperling

Members Absent: Mr. Obray Van Buren, Ms. Sheryl Boykins

Recording Secretary: Ms. Christine Herrera

3. Public Comments:

- No public comments

4. Approval of Minutes – February 3 and April 7, 2021 Meetings

- February 3, 2021 Minutes: Vice Chair/Secretary Gacoscos moved to approve, Ms. Melinda Matsuda seconded, one abstention Dr. Hal Gin. Minutes approved.
- April 7, 2021 Minutes: Dr. Hal Gin moved to approve, Vice Chair/Secretary Gacoscos seconded, one abstention Ms. Melinda Matsuda. Minutes approved.

5. Executive Director’s Report:

- Yvonne Wu Craig, shared the photos of the Drive-Thru Reception and the gifts to graduates in sponsorship with Student Senate. We estimated about 500 cars came through the celebration.
- Big thank you for the collaboration between Student Life, Student Senate and the Foundation.
- President Sperling shared her thanks for the thoughtfulness that went into the planning of the reception.
- Dr. Hal Gin congratulated President Sperling and the team for a wonderful virtual commencement celebration.

President Sperling's Report:

- She shared they have been working on post pandemic return to in person services and some in person teaching. Summer and Fall semester to transition to fully in person. Institutional Research is reflecting the total online format is not working for our students, there is a digital divide and connectivity issues in the home. College and district leadership collaboratively feel the sooner we can get back to campus the better it will be for our students. Chabot and LPC are both sponsoring proactive vaccination campaigns, "Why they got vaccinated" people who we know and they know. We are rolling out the campaign webpage and a link full of information. Mass vaccination sites on campus with Tiburcio Vasquez Health Center.
- With the 60th anniversary of Chabot, ground breaking of the STEM Center, setting an opening date for the Biology Building, baseball field renovation complete and the forth coming approval of the mural on 700 South, President Sperling would like to collaborate with the Foundation to celebrate these events for our campus community.
- President Sperling will send a timeline with what is being offered in summer and fall for Pat Gacoscos can share at her next council meeting June 8th.

6. Information Items:

a) March and April 2021 Financial Reports

- Yvonne spoke about the transition and cleaning up of the reports. Did not receive the April report until this morning which is why it was not sent out in the board packet. The April report includes income from the auction. The unrestricted net assets \$41,888 with a \$3,416 ending in the positive. Auction funds raised close to \$25,000.
- Chair Salinas asked has and can the ethnic racial breakdown be tracked of those receiving emergency aid funds from the Foundation, not for grants or scholarships? It can be done from the W#'s and from IR. Asking for ourselves to be equity minded of our own giving and making sure we are reaching students historical that we have not reached before, always want to make sure we have the equity lens in mind to better inform the Foundation if we are missing a group of students. Income status, race and emergency aid, part-time verses full-time and educational goals. Yvonne shared we cannot ask the race, cannot exclude other students to apply for scholarships because we are a public institution.
- Chair Salinas thanked Yvonne for the virtual auction.

7. Discussion & Action Items:

a) Acceptance of Berty Nebenzahl Living Trust Distribution (AI)

- Yvonne shared that Berty Nebenzahl was a former student of Chabot, taught and was a contributor to Arts Emergency Aid, she passed in November, 2020. Berty Included

the Friends of Chabot College Foundation in her trust and is the largest contribution to date. The Foundation will receive another distribution after liquidation of remaining assets. Yvonne will reach out to the investment advisor named in the trust for consultation as indicated in the trust's instructions. President Sperling shared her thoughts about Berty and about the first time she met Berty. Chabot College meant so much to Berty that she wanted to give back early on and at the time there was no foundation at the college. This was the real start of the Friends of Chabot College Foundation.

- Dr. Hal Gin moved to approve the acceptance of the Berty Nebenzahl Living Trust Distribution and Mr. Dale Wagoner seconded, motion passes.

b) Approval of 2021-22 Board Member Terms (AI)

- Chair Salinas asked given the terms for the board members are up, can we move forward and vote back the board at the next meeting? Chair Salinas spoke to Sheryl Boykins who shared she wants to continue serving. Suggestion to continue with the 2021 board members as is for next year.
- Vice President/Secretary Gacoscos motioned to reappoint members to be on the board and officers. Dr. Hal Gin seconded. An amendment was made to Marita's two-year term and extended to 2023 due to the lapse in making approvals last year. Marita wants to stay on the board until 2023. Marita was approved until 2023. Mark Salinas to continue as Chair and Pat Gacoscos to continue as Vice President/Secretary.
- Should we and how can we grow our board? Need to continue this conversation, having a larger number to meet quorum and spreading our wings. Melinda suggests needing an advisory, need to be part of events and functions.

c) Approval of 2021-22 Board Calendar (AI)

- Yvonne shared a couple of meeting options, every other month or quarterly, both starting in August.
- Chair Salinas suggested leading up to the gala meet monthly and after gala every three months.
- Dr. Hal Gin shared being online it is easy meeting monthly to be more in-touch and can cut meeting time by 30 minutes. The Board discussed various options ranging from quarterly meetings and calling special meetings; meeting monthly or when it is needed.
- The Board decided to meeting monthly, online and cutting the meeting time by thirty minutes. This will increase involvement with gala planning as well. Board calendar modified to include monthly meetings through December and then look at in-person calendar beginning January, 2022. Suggest to meet for 1.5 hours on the first Wednesday of the month. Next meeting would be July 7th. Christine Herrera to send calendar invites through December, 2021.

- Mr. Dale Wagoner moved to approve the board meeting calendar with monthly meetings through Dec. 2021, the first Wednesday for 1.5 hours. Dr. Hal Gin seconded, motion passes.

d) Looking forward to Transitioning Back

- Virtual or In-person Board meetings, we just discussed. To continue through December, 2021 virtual meetings hoping to transition to in-person beginning in January 2022.
- Fall Gala - Chair Salinas spoke about the planning meeting thinking about a baseball theme on the new baseball field. Thinking about the food, it would be elevated concession/stadium type of food. We will take a look at contracting out with a full-service catering company to provide food, chairs, tables and tents. We need to do a cost benefit analysis but our draft outline looks like it is doable. Tomorrow we will be looking at the facility and come up with ideas to bring back to the board. This event will have to take place in the daytime as the baseball field does not have lights or we would need to rent outdoor lighting. There is also no food allowed on the field because it would damage the turf. Would need to rent dance floor or tarps to have food on the field. We will meet with baseball coach, athletic director and dean to talk about profit sharing with the baseball team.
- We are looking at tentative dates for the Gala to be in September or October 2021. We should have some possibilities by June 3, 2021 and will bring options to the board.
- We need to thinking about honorees for the gala. Possible honorees would be those who played for Chabot teams or baseball and other contributors to Chabot.

8. Adjournment – 1:55 p.m.

Minutes prepared by Ms. Christine Herrera