

THE FRIENDS OF CHABOT COLLEGE
Board of Directors - Regular Meeting
Wednesday, April 7, 2021 • 12:00 P.M. – 2:00 P.M.
Zoom

MINUTES

1. Call to Order – Chair Mark Salinas

Chair Mark Salinas called the meeting to order at 12:13 P.M.

2. Roll Call – Vice Chair/Secretary Gacoscos

Members Present:

Chair Mark Salinas, Vice Chair/Secretary Pat Gacoscos, Mr. Obray Van Buren,
Ms. Marita Cheng, Dr. Hal Gin, Mr. Dale Wagoner, Ms. Yvonne Wu Craig

Members Absent:

Ms. Sheryl Boykins, Ms. Melinda Matsuda, Dr. Susan Sperling

Guests:

Nicole Albrecht

Recording Secretary:

Ms. Nicole Albrecht

3. Public Comments:

- No Public Comments

4. Approval of Minutes from February 3, 2021

- The vote has been postponed to the next meeting.

5. Executive Director's Report

- Scholarship applications:
 - This year, we opened 51 scholarship applications for about \$100,000. Most scholarship applications closed on Sunday, April 4th. A few scholarship application deadlines have been extended through Spring break.
 - We received about 780 applications this year, which is lower than the 1,000 received last year. Outreach has been a little more difficult during the pandemic.
 - The reviewer cycle opened today. We hope to start announcing awards by the beginning of May.
 - Due to COVID-19, there will not be a scholarship luncheon this year. We will send out programs, like last year, which include photos of student recipients.
- CLPCCD Foundation Bylaws:
 - The CLPCCD Foundation Bylaws - reviewed at the previous Friends of Chabot Board meeting - were passed at the last District Foundation meeting. The Bylaws will move to the District Board of Trustees meeting for final approval.

- Las Positas College’s Foundation recommended one change to the make-up of the CLPCCD Foundation committee. The revision added the term “or designee” to the following:
 - Each Foundation may send a chair *or designee* and one other member to sit on the CLPCCD Foundation Board
- Would be great to see who on our Board would like to serve and represent The Friends of Chabot on the CLPCCD Foundation. Generally, the District Foundation meets once per quarter for one-hour. When in-person, the meetings are at the District office; currently, meetings are held via Zoom. The next meeting is in June.
- President Sperling has a standing seat on the CLPCCD Foundation committee.

6. Information Items

a) January and February 2021 Financial Reports

- The January and February Reports were reviewed with the following comments:
 - Ms. Yvonne Wu Craig followed-up with Annette Cook and Nonprofit Suite. There are some values on the reports that do not have a budget. This will be corrected in the next financial report.
 - Unrestricted funds and cash life funds are very low. We are currently pulling from our restricted cash.
 - We still have a healthy restricted net asset amount.
 - We need to increase the level of unrestricted funds we have. Our largest expense is bookkeeping. Considering the new regulations on auxiliary organizations may be more flexible, it may be worth discussing, in the future, if the college or District can help cover the bookkeeping costs. If the bookkeeping costs can be covered, we can sustain all other costs through fundraising.
 - Feedback included:
 - Keep in mind, any funds requested from the District would also likely need a mirrored approach with Las Positas College.
 - Will CLPCCD be a recipient of any COVID money from the federal government?
 - Yes
 - Can some of these dollars be applied to foundation work (outreach to students, innovative programming to support students)?
 - Uncertain. There are dollars earmarked that must go to students. This might have alignment with the foundation. Other dollars are institutional.
 - The foundation has recently awarded \$100,000 of MSI CARES funds to students and charged our administrative fee.
 - The February report includes a large -\$100,000. This occurred because we did not let Nonprofit Suite know we had a PO out to the college for MSI CARES funds. This was actually an accounts receivable.

- The amount to focus on would be the use of TRNA for unrestricted purposes. This value helped set our goal for fundraising for the auction.

7. Discussion & Action Items

a) Acceptance of Hayward Rotary Community Grant Program (AI)

- Submitted a grant on behalf of the college's Teacher Pathway Program, which works in partnership with Hayward Promise Neighborhood. Thank you to the Hayward Rotary for funding the full amount of \$3,000. After connecting with the funder, we learned we can use the funds past June 2021 for this project.
- Motion: Mr. Dale Wagoner motioned to accept the \$3,000 grant from Hayward Rotary, with a second by Mr. O Bray Van Buren.
- Vote: 6 in favor, 0 opposed, 0 abstentions.

b) Review Spring Virtual Auction Update – Sponsors and Donations

- Currently, we have raised about \$20,000 through sponsorships, with one pending sponsorship from the Port of Oakland.
- We have 38 auction items approximately valued at \$3,000, so far. Hopefully we will make at least that much or more.
- We will also feature a “Fund a Need” auction item, in which funds raised will go to faculty grants and college programs.
- If you have a Facebook account, please RSVP to the auction and share with your network.

c) Looking forward to Transitioning Back – Fall Gala and Beyond

- Ms. Yvonne Wu Craig reached out to Stonebrae regarding reserving space in the Fall and is waiting to hear back.
- A discussion occurred as to how the Board would like to approach the Gala in the Fall. Questions included: Do we want to plan for something in October? In-person? Online? Hybrid? Nominations for awardees?
- Feedback included:
 - **Baseball themed idea**: What if we held a September/October baseball themed event out on the new baseball field?
 - Sponsorships could be baseball themed (i.e. Grand Slam)
 - Might be easier to keep socially distanced on a large field.
 - The announcer's booth could be utilized.
 - What about the weather?
 - **Large white tent idea**: What if we use the tent St. Rose uses, and often lends to non-profits?
 - Chair Mark Salinas will follow-up with St. Rose.
 - Other event considerations included:
 - Support for a daytime event. Not everyone feels safe going out at night.
 - Support for an outdoor event, especially because people might be worried about COVID-19 and variations. Allows for social distancing.
 - Support for holding the event in the place the fundraising supports. Makes a strong connection.

- During the next meeting, the ideas proposed will be further discussed.
- Think about who we would like to nominate or honor during the event.

8. For the good of the order

- N/A

9. Adjournment – 12:56 p.m.

Minutes prepared by Ms. Nicole Albrecht

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