



THE FRIENDS OF CHABOT COLLEGE

Board of Directors Meeting

Wednesday, August 7, 2024 • 3:00 – 4:30 p.m.
Chabot College Building 200, Board Room

2024-25
The Friends of Chabot
College Board of Directors

Board Officers

Mayor Mark Salinas
Chair
City of Hayward

Hon. Pat Gacoscos
Vice Chair/Secretary
Union City Council Member

Mr. Obray Van Buren
Fundraising Chair
United Association
Local Union 342

Board Members

Ms. Marita Cheng
Hayward Business Owner

Ms. Melinda Matsuda
Chabot College
Administrator Emeritus

Ms. Olga Rosales Salinas
Rosales Sisters' Scholarship
President & Co-Founder

Institutional Directors

Dr. Hal Gin
CLPCCD Trustee

Mr. Dale Wagoner
Vice President
Administrative Services
Chabot College

Dr. Jamal Cooks
President
Chabot College

Staff

Ms. Yvonne Wu Craig
Executive Director

Ms. Sarah Renton
Senior Administrative
Assistant

- 1. Call to Order – Chair Salinas-Meeting was called to order at 3:05 pm.
2. Roll Call – Vice Chair/Secretary Pat Gacoscos
Hal Gin, Olga Rosales Salinas, Yvonne Wu Craig, Pat Gacoscos, Sarah Renton,
Mark Salinas, Marita Cheng, Melinda Matsuda
Absent- Obray Van Buren, Jamal Cooks, Dale Wagoner
3. Public Comments- no public comments
4. Approval of Minutes
a) June 5, 2024 Minutes- One correction to the minutes: Melinda
Matsuda should be added to the list of attendees.
b) Dr. Gin motioned to approve the minutes and it was seconded by
Marita Cheng. Minutes with the correction were approved with a
unanimous vote.
5. President’s Report-There was no President’s Report as Dr. Cooks was unable
to attend.
6. Executive Director’s Report
a) Yvonne discussed the recent Sister Cities event she attended in Union
City. While there, she connected with Kristopher Kokotaylo and they
discussed his interest in joining the Board. She said he is well
connected and will be a great asset to the Board. The Board will plan
a small mixer to formally introduce themselves.
b) There was a good turnout for latest alumni event at the movies. The
Alumni Group also helped host Relay for Life where they had more
people sign up for Alumni Group communications. Overall, college
wide we raised over \$4700 for the organization.
c) The Bloomerang CRM implementation is continuing. We will likely be
able to start using the donor management system in September.
d) Chair Salinas asked if there were forums or organizations where other
Community College Foundations gathered and/or collaborated.
Yvonne mentioned that there was an organization that focused
specifically on CA Community College advancement with an annual
conference and a listserv we are already a part of.

7. Information Items

- a) Financial Reports for May and June 2024
 - Yvonne went over the latest financial reports. We will be preparing for year-end close next month. It should not be as complicated as we changed the timing for issuing scholarship checks and they so will be incurred in the same FY year.
 - Investments are slowly coming back up and return on investment is about at 5%. Yvonne summarized the various funds for the Board. She then summarized the most recent scholarship donations eligible for the Board match. The spreadsheet is attached to the Board packet.

8. Discussion & Action Items (AI)

- a) 2024-25 Board Meeting Calendar (AI)-The Board agreed to keep the meetings for the year at 12 pm. Dr. Hal Gin motioned to approve the calendar and it was seconded by Pat Gacoscos. The motion passed unanimously.
- b) FCC Mission Statement (AI)
 - Yvonne discussed edits and new version. Pat Gacoscos moved to approve the mission statement and Melinda Matsuda seconded. The motion passed unanimously.
- c) Conflict of Interest Policy (AI)
 - Hal Gin moved to approve the Conflict of Interest policy and it was seconded by Olga Rosales Salinas. The motion passed unanimously.
- d) Gala Update
 - Invitation-The Board reviewed and discussed the invitation draft and gave feedback.
 - Sponsorship Packet was included in the discussion.
 - Program- Yvonne and the Board discussed potential programs to fund at the Gala and what we have done in the past. The Board also discussed honoree introductions and confirmed a guest speaker. The Board also confirmed entrée and dessert options for the Gala menu.

9. For the good of the order-No comments

10. Adjournment adjourned at 4:32

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