



2023-24
The Friends of Chabot
College Board of Directors

Board Officers

Hon Mark Salinas
Chair

Mayor of the City of Hayward

Pat Gacoscos
Vice Chair/Secretary
*Former 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

THE FRIENDS OF CHABOT COLLEGE

Board of Directors Retreat

Wednesday, April 10, 2024 • 9:00 AM – 1:00 PM
TPC Stonebrae Country Club

1. **Call to Order** –Yvonne Wu Craig called meeting to order at 9:17am
2. **Roll Call – Vice Chair/Secretary Gacoscos**
 - Mark Salinas, Hal Gin, Olga Rosales Salinas, Jamal Cooks, Yvonne Wu Craig, Pat Gacoscos, Dale Wagoner, Sarah Renton
 - Absent- Obray Van Buren
3. **Public Comments-No Comments**
4. **Approval of Minutes**
 - a) February 7, 2024 Board Meeting Minutes
 - Dr. Cooks moved to approve the minutes and Pat Gacoscos seconded. The February 7, 2024 minutes were approved.
5. **President’s Report**-Dr. Cooks shared the recent highlights around campus, including end of year activities, celebrations, and our upcoming commencement. Chabot is also in the process to hiring new faculty members. The new library will open fall 24 and there is a ribbon-cutting planned. The president has also been working with colleges on HBCU transfer partnerships.
6. **Executive Director’s Report**
 - a) Chabot Performing Arts Center partnership-Yvonne Wu Craig discussed a new partnership with Bay Philharmonic who is using our PAC for performances on contract through next fall. We are piloting an alcohol beverage service to sell to any PAC clients with any revenue goes to the Foundation. This will be a service offered to any PAC client. Client will pay a fee and there will be no upfront cost to Foundation.
 - b) Friends of Chabot College is getting ready for commencement and is planning on having a sign-up table during the check in process. Alumni and Friends is partnering with on-campus communities to help launch program specific alumni mixers. The funding for this is in the tentative budget. We pivoted to this method as we have found that our alumni are more involved with their former programs.
7. **Information Items**
 - a) Financial Reports for January & February 2024 Yvonne reviewed financial reports, including our unrestricted funds. Most funding is in restricted and being invested. The Board reviewed the investments and discussed their performance.
8. **Discussion & Action Items (AI)**
 - a) **2022-23 Audited Financial Statements (AI)**-We do not have the audited financial Statements yet. Yvonne will send this out via email when it is ready.

- b) **FCC Mission Statement**-Yvonne Wu Craig shared some drafts of prospective mission statements to discuss and for the Board to comment on and help finalize. She pointed out that is is a good time to update the mission statement as we have more unrestricted funds. This is an opportunity to refocus and assess. The Board spent time brainstorming and came up with some options. Yvonne will work with Olga Rosales Salinas to edit and then send out another draft of the mission.
- c) **FCC Matching Funds (AI)**-Yvonne reviewed the transfer funds that we received from the District. the Board approved allocating \$85,340.70 to a matching funds campaign at the February 2024 meeting. At this meeting, the Board decided that the funds matched would have the following parameters:
- Donations to new and existing scholarships and any direct general contributions.
 - It will exclude payroll deductions and managed funds.
 - Any remaining funds will be used at the Gala.
 - Pat Gacoscos moved to approve the allocations for the matching fund and it was seconded by Melinda Matsuda. The motion to establish a matching fund was passed. Dale Wagoner abstained from the vote.
- d) **Board members & Board member terms**-The Board discussed topics such as term limits and expanding the number of members of the Board and important contributions that members make, such as institutional wisdom and representing various local industries. The Board discussed various local leaders to invite to join the Board and the best method to approach the prospective candidates.

Gala & Gala Honorees-Board considered “themes” for this year’s Gala honorees. The Board decided to move forward with a public safety theme. They will invite Hayward Fire Department and Hayward Police Department chiefs to be honored this year. The Board will also ask Obray Van Buren to recommend a union representative to be honored. Mark Salinas will follow up with honorees and Yvonne Wu Craig follow up with Obray Van Buren.

Yvonne asked for suggestions for auction items for Gala, speakers, and programs to highlight. It was suggested that Chabot students and alumni come and speak about the fire tech programs and sheriff’s academy.

- e) **President’s Leadership Institute**-Dr. Cooks discussed the creation of the President’s Leadership Institute, similar to a program at Las Positas College. The institute would focus on motivating students to complete their degrees. To be included, they would be required to have completed 30 units and have at least a 2.5 GPA. The goal is to motivate engaged students to complete their certificate, degree and/or transfer. This program would help pay for whatever tuition financial aid plus technology/supplies. The President plans to work with this group of students on leadership development and civic engagement. The group would then receive recognition at

Commencement. Some initial funding to start the program was already donated by the Martins Foundation. The Board asked some clarifying questions about the program and they were discussed. Mark Salinas moved to accept the program. It was seconded by Dale Wagoner. The President's Leadership Institute was unanimously passed as a program of the Foundation.

- f) 2024-25 Tentative Budget Development-Yvonne Wu Craig reviewed and discussed the tentative budget. The Board will ratify the budget with suggested modifications at the June 2024 meeting.

9. For the good of the order-The board had a great time! Board members also requested that name badges be made so that they can wear them at community events and fundraisers.

10. Adjournment 1:06

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