



2025-26
The Friends of Chabot
College Board of Directors

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City of Hayward

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Union City Council Member

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Fundraising Chair
United Association
Local Union 342

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Hayward Business Owner

Ms. Melinda Matsuda
Chabot College
VP Emeritus

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Rosales Sisters' Scholarship
President & Co-Founder

Mr. Kristopher Kokotaylo
City Attorney of Union City

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CLPCCD Trustee

Marie Amboy
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 Meeting

Wednesday, February 18, 2026 • 12:00 p.m.– 1:30 p.m.

Chabot College Building 200, Board Room

<https://us06web.zoom.us/j/81606520373>

1. Call to Order – Chair Salinas

- a. Meeting called to order at 12:05 P.M.

2. Roll Call – Vice Chair/Secretary Gacoscos

- a. Hon. Pat Gacoscos, Ms. Marita Cheng, Ms. Melinda Matsuda, Mr. Mark Salinas, Dr. Hal Gin, Ms. Yvonne Wu Craig, Kristopher Kokotaylo, Ms. Olga Rosales Salinas
- b. Absent Board of Directors: Mr. Obray Van Buren. Dr. Jamal Cooks, Ms. Marie Amboy
- c. Attending Guests: Dr Saffiyah Forbes, attending for Dr. Cooks

3. Public Comments: No public comments

4. Approval of Minutes: December 17, 2025 Minutes

- a. Motion to approve the December 17, 2025 minutes.

Motion by: Melinda Matsuda	Seconded by: Dr Hal Gin
Vote: 8, 0	Motion passes

5. President’s Report

- a. Dr. Saffiyah Forbes reported on recent community engagement efforts, including attendance at a San Leandro networking event. At the event, new connections were established with the Port of Oakland, which is exploring opportunities to partner with Chabot College on summer internships for students in the Umoja and Puente programs.

6. Executive Director’s Report

- a. Debrief Holiday Mixer
 - 1. Yvonne Wu Craig reported that Holiday Mixer was successful, with strong attendance, including a new donor connection that made an unrestricted donation. Staff will continue donor follow-up and expressed interest in repeating the event, with potential adjustments to venue and format.
 - 2. The Board Retreat is scheduled for April 15, 2026 at Stonebrae Country Club. The retreat will focus on reviewing and refining existing strategic priorities rather than developing new ones,

aligning funding priorities and decision-making, and Gala planning.

b. Financial Reports for November and December 2025

1. Yvonne Wu Craig reported that total foundation assets have grown to approximately \$4 million. An additional \$3 million from the Martins Estate is pending, which would bring total assets to approximately \$7 million upon receipt.

The Foundation’s financial position remains strong, with improved receivables and a good unrestricted fund balance, reflecting continued growth and stability.

- c. **Recent Donations Report:** Yvonne reported approximately \$215,000 in total contributions from December 1, 2025 to present; after excluding roughly \$130,000 in pass-through amounts for emergency aid and student scholarships. Net donations totaled approximately \$85,000 over two months. Highlights include a new major donor, Barbara Ritchey, who established two \$20,000 endowments, along with continued scholarship renewals.

7. Discussion & Action Items (AI)

a. Modifications to FCC Investment and Spending Policy (AI)

1. Increasing the minimum endowed fund level to \$12,500 from \$10,000 to support a ~\$500 scholarship under the 4% spending guideline.
2. Adding guidance for unrestricted fund spending, including monthly staff coordination with bookkeeper Nonprofit Suite and the investment manager, Matt Weaver of Fremont Bank to ensure liquidity and avoid using restricted funds for operating needs.
3. Establishing an unrestricted “reserve” and defining board-guided annual planning priorities, operations stabilization, and gap funding.

Motion by: Dr. Hal Gin	Seconded by: Marita Cheng
Vote: 8, 0	Motion passes

b. Roots Season Tickets Request (AI)

1. Yvonne Wu Craig shared a funding request proposing that FCC purchase two (2) Oakland Roots sideline season tickets for the 2026 season. for potential use as for fundraising, employee appreciation and prizes. It was noted that unused tickets can be “banked” for future use.

Motion by: Dr. Hal Gin	Seconded by: Melinda Matsuda
Vote: 8, 0	Motion passes

c. 2026 Gala and Gala Reports: 2022-2025

1. Yvonne Wu Craig discussed the Gala Reports and revenue growth over the years. Stonebrae had an increased cost last year.
2. Date: The Board reached consensus on Thursday, October 1, 2026
3. Location: The Board directed asked the staff and events committee to explore alternatives to Stonebrae due to cost and service concerns, including:
 - a) Castro Valley Golf Course / Redwood Canyon (site visit scheduled March 5, 2026)
 - b) Net Zero Energy Center (San Leandro) (industrial setting; stage; would require catering)
 - c) Signature Air hangar (Hayward)
 - d) Stonebrae may be retained as a backup option.
4. Nominations for Honorees: The Board discussed nominees for the Gala Honorees. They considered healthcare/public health partners, business/industry, immigrant community support, and potential student speakers. Staff will compile a proposed list for Board to review at the retreat.

8. For the good of the order: Yvonne discussed the upcoming events.

9. Adjournment 1:28

Upcoming Meetings:

- Wednesday, April 15, 2026, 9 AM – 1 PM - Board Retreat
- Wednesday, June 17, 2026, 12 – 1:30 PM

Upcoming events:

- New Haven Schools Foundation Gala: Saturday, February 21, 2026
- Career Education Employer Appreciation: Tuesday, March 3, 2026
- Career Education Open House: Saturday, March 21, 2026
- San Leandro Education Foundation Spring Fling: Friday, March 27, 2026

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