THE FRIENDS OF CHABOT COLLEGE
Board of Directors Annual Meeting
Friday, April 26, 2019 • 9:00 a.m. - 4:00 p.m.
San Leandro Marina Community Center • Patio Room
15301 Wicks Blvd, San Leandro, CA 94579

Arrivals – Coffee, Tea & Breakfast 8:30 am

1. Call to Order – Chair Salinas 9:15 am

2. Roll Call – Vice Chair/Secretary Gacoscos

3. Public Comments

4. Ice Breaker - Group Activity 9:30 am

5. Chabot Update 9:55 am
   a) Approval of Minutes for November 7, 2018 &
      February 6, 2019
   c) Chabot update

6. Information Items
   a) Spring Fling Flea Market HSI Fundraiser
      update

7. Financial Report
   a) Overview of 2019-2020 Budget

8. Review Agenda

9. Action Item 10:25 am
   a) Grant Acceptance: HMC Designing
      Futures Foundation Grant

10. Overview of Board Interviews- Analysis and
    Recommendations 10:30 am
    a) Presentation, questions as needed

11. Use Board Interviews- Analysis and
    Recommendations to create priorities for
    coming year:
        Put ideas for new fundraising strategies (page
        2) on large post-its on wall.
        Clarify ideas as needed
        Solicit other ideas
        Prioritize as group

    months): 2-3 small groups, Each group create
    monthly or quarterly benchmarks
    (5) Instructions
    (20) Small group work 11:35 pm
(15) Report outs
(15) Coordination, missing, authority/autonomy

13. **Lunch Break** 12:30 pm

14. **Board Composition** 1:00 pm
   Review Board Roles & Responsibilities,
   discuss if need to revise in near future
   Discuss names of potential new board members

15. **Break** 1:50 pm

16. **Fundraising Training** 2:00 pm
   Presentation – what to do before, during, after solicitations
   Draft elevator pitches
   Role playing with feedback
   AAA Framework

17. **Wrap up/Closing** 3:30 pm
   Retreat closure, evaluation and next steps

18. **For the good of the order**

19. **Adjournment** 4:00 pm

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