

THE FRIENDS OF CHABOT COLLEGE
Board of Directors • SPECIAL MEETING
Tuesday, January 12, 2016 • 12:00 p.m.
Chabot College • 25555 Hesperian Blvd. • Hayward CA • 94545
Conference Room 727-A • Building 700 South

MINUTES

Voting Members Present

Chair Mark Salinas
Vice Chair/Secretary Pat Gacoscos
Dr. Hal Gin
Ms. Melinda Matsuda

Voting Members Not Present

Chief Sheryl Boykins
Ms. Marita Cheng
Mr. Obray Van Buren

Non-Voting Member Present

Dr. María Ochoa

Non-Voting Members Not Present

Dr. Susan Sperling
Ms. Connie Willis

Guests

Nasi Raissian, Principal, MKR Accounting
Tina Treis, Partner, Crowe Horwath LLP

1. Call to Order – Roll Call – Chair Mark Salinas

Vice Chair/Secretary Gacoscos called the meeting to order at 12:17 p.m.

2. Roll Call – Vice Chair/Secretary Pat Gacoscos

All voting members were present except for Mr. Van Buren and Chief Boykins. Non-voting members that were not present included President Sperling and Vice President Willis. Chair Salinas arrived at 12:27 p.m.

3. Presentation of financial audit - Trina Treis

Ms. Treis reviewed the findings derived from the audit of the financial records for The Friends of Chabot College. In summary, the auditors found that the internal controls are properly in place and well suited to the organization. There was one recommended minor adjustment to the processes of communications with donors. **Motion to accept the financial audit for FY 2014-15 moved by Ms. Gacoscos, seconded by Dr. Gin. Motion passed with 4 Ayes, 0 Nays, 2 Absent**

4. Discussion regarding spring fundraising event – Obray Van Buren

This item was held over to the next Board meeting as Mr. Van Buren was unable to be present to lead the discussion.

5. Adjournment

Chair Salinas adjourned the meeting at 1:23 p.m.

Respectfully submitted,

Pat Gacoscos, Vice Chair-Secretary

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the Office of Development and the Foundation, 25555 Hesperian Blvd., Hayward, CA 94545, 510-723-7091, between 8:00 a.m. and 5:00 p.m. at least 48 hours before the meeting. Pursuant to Government Code 54957.5: Supplemental materials distributed less than 72 hours before this meeting, to a majority of The Friends of Chabot College Board will be made available for public inspection at this meeting and at the Office of Development and the Foundation located at 25555 Hesperian Blvd., Hayward, CA 94545 during normal business hours. Materials prepared by The Friends of Chabot College and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection.