

THE FRIENDS OF CHABOT COLLEGE
Board of Directors - Regular Meeting
Wednesday, September 7, 2022 • 12:00 P.M. – 1:30 P.M.
Chabot College Board Room

MINUTES

1. Call to Order – Chair Salinas

- Chair Salinas called the meeting to order at 12:06 P.M.

2. Roll Call – Vice Chair/Secretary Gacoscos

- **Members Present:** Chair Salinas, Vice Chair/Secretary Pat Gacoscos, Ms. Yvonne Wu Craig, Dr. Susan Sperling, Mr. Dale Wagoner, Dr. Hal Gin, Ms. Melinda Matsuda, Ms. Marita Cheng, Mr. Obrey Van Buren
- **Members Absent:** Ms. Sheryl Boykins
- **Minute Taker:** Christine Herrera

3. Public Comments

- N/A

4. Approval of Minutes – August 3, 2022 Meeting

- Members reviewed this item individually and voted electronically.
 - Dale Wagoner motioned to approve the August 3, 2022 minutes, Pat Gacoscos seconded, 5 - yes, 0 - no, 1- abstention

5. President’s Report

- Dr. Sperling shared this is a positive time, campus filling up with students, meaningful to colleagues. Classes are online or hybrid which was a real shift. Chabot has received support from our highly motivated board and Chancellor and by senior leadership at the district. Financial outlook in general and categorical funds are looking very positive. Very good times.

6. Executive Director’s Report

- Report to be saved for Gala report Item

7. Information Items

- a) July 2022 Financial Reports
 - The office is currently in the middle of cleaning up and closing the books for the year end
 - In the positive of about \$40,000
 - MSI CARES billing is being cleaned-up with invoices being turned into college
 - Dale and Yvonne met with the Fremont Bank investment advisor. Our endowment investments are doing at a loss but that is true of all investments right now. Our advisor has made some investments in Structured Notes which will guarantee certain percentage return after holding the investment for an amount of time, like 18 months. This is in response to market volatility – we do not want to be too aggressive in our investments.
 - Luckily, the amount we need liquid annually for our endowment scholarships is not too much. This will allow our investments to grow in the long-term.

8. Discussion & Action Items

- a) Board Directors Term Renewal
 - Two board of directors’ positions are up for renewal, Obrey Van Buren and Sheryl Boykins
 - Mark Salinas motioned to have Obrey Van Buren to continue, Hal Gin moved and Melinda Matsuda second, all in favor

- Mark Salinas shared he had a conversation with Sheryl Boykins regarding not attending any meetings, suggestion to approach to ask her if she wants to stay on board
 - Mark Salinas will call Sheryl Boykins and talk to her, will have an answer by Friday.
 - Yvonne Wu Craig suggested to not renew her for the board but to have her serve on the Advisory Board
 - Advisory Board is currently not operational, only on paper, but could be further developed in the future
 - The renewal of Sheryl Boykins will be tabled for next meeting
- b) Second Reading: MOU between CLPCCD Foundation and the FCC
- Mark Salinas asked for any edits or changes
 - Change where it says, university
 - Board to highlight, 1st page second paragraph, 2nd paragraph to include wording for district foundation responsibility to direct donations and prospects to the FCC if the funds are intended to support Chabot students and programs
 - 3rd page, leaves the door open for district needing funds for housing, allows the district to manage. Permissive language, allows for negotiations to take place.
 - Would like everything in writing, agree that the questions should be addressed.
 - Requested language about requiring FCC Board of Directors approval before acceptance from the district foundation any contract, management of property, etc.
 - Pat Gacoscos motioned to approve with edits, Dale Wagoner second, all in favor and passes.
- c) Gala Update
- Ticket sales update
 - Advertise, Local 342 Building Trade Council, joint billboard
 - 40 attendees, 17 tables, New Haven Foundation and District
 - President Sperling requested 40 fliers to pass out in her neighborhood, a lot of the neighbors are connected to the college.
 - Sponsorship update
 - Deadline September 19th
 - Draft program
 - Will send electronically to board for review

9. For the good of the order

- Mark Salinas and Melinda Matsuda have been working on new logo concepts, two versions of the logo, name front and center of the logo, clear and modern and sharp. Melinda shared that it might be a little too simple. Hal Gin likes it better than the sunflower. Suggestion needs it to say foundation, use version number two adding foundation at the bottom. Pat Gacoscos likes version number two and agrees adding the word foundation would be helpful. Dale Wagoner suggests to have the font bigger for Chabot than college, take out “the”, Friends of top line, Chabot bigger, college smaller and add foundation. Yvonne to take a picture of sketch from Hal Gin and text to Mark Salinas.
- Billboard, placement does it need to go to FIT committee, should be an FYI to committee. Question, do we need to pull a permit, suggestion to direct that question to VC Letcher.
- Look at other foundations to see where they are holding their events, possibly look into other venues besides Stonebrae.

10. Adjournment – 1:14 P.M.

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