

Board Officers

Mayor Mark Salinas
Chair
City of Hayward

Hon. Pat Gacoscos
Vice Chair/Secretary
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 Meeting

Wednesday, February 7, 2024 • 12:00 – 1:30 p.m.
Chabot College Building 200, Board Room

1. **Call to Order** –Mayor Mark Salinas called the meeting to order at 12:07pm.

2. **Roll Call** –Vice Chair Pat Gacoscos took roll call.

Present: Mark Salinas, Pat Gacoscos, Dale Wagoner, Olga Rosales-Salinas, Jamal Cooks, Tomoko Ha, Yvonne Wu Craig, Sarah Renton, and Annette Cook via Zoom.

Absent: Marita Cheng, Melinda Matsuda, Hal Gin, and Obray Van Buren

3. **Public Comments:** There were no public comments.

4. **Approval of Minutes**

a) December 5, 2023 Finance Committee Minutes: *Will be approved below.*

b) December 6, 2023 Board Meeting Minutes: Dale Wagoner moved to approve both recordings of minutes and it was seconded by Pat Gacoscos.

5. **President's Report**

- Dr. Cooks wished everyone a Happy New Year. He announced that he has been working with new donors and they are asking about which activities and programs they can support. He explained that he is in the very preliminary stages of creating Presidents Circle that donors would pay 10-20k to join. Dr. Cooks then discussed elements and ideas for the Presidents Circle and a possible President's leadership institute scholarship. This would support students that are close to completing their degree and can take part in a type of fellowship of students that have 2.5 GPA and above and have completed at least 30 units. The focus would be leadership development.
- Board said that this would like to help with corporate outreach. Maybe provide a work-based learning opportunities. The Board will draft a more formal proposal for the retreat.

6. **Executive Director's Report:**

- Gala Date & Honorees: Both 1st and 2nd Thursdays are available at Stonebrae. The Board discussed having the Gala at Stonebrae and selected Thursday, October 10, 2024 as the date for the next Gala. We will discuss honoree selection on the agenda for the retreat.
- Early Childhood Education (ECE) Fundraiser: Yvonne described the upcoming ECE Fundraiser and how FCC is supporting the event.
- Alumni Snapshots of Success Campaign & Spring Fling
 - Yvonne and Tomoko Ha presented an overview of the program. Tomoko Ha is contracting with FCC and helping develop content. Tomoko discussed the program. She will work with Olga on content together

and reaching out. The goal is to create a “bank” of Chabot Alumni stories to promote engagement and use in marketing.

- Yvonne discussed the plan to pivot and postpone the spring fling and instead offer support various programs that have engaged alumni so that we can focus on growing contacts and engagement through these programs’ already engaged alumni.

7. Information Items

- a) Financial Reports for November & December 2023
 - Yvonne asked Annette to explain the financial reports as these latest should be the “cleanest after our audit. Annette summarized the December financial report and section at a time and explained the reason for the surge in unrestricted funds.
 - Yvonne added explanation for Managed funds. And the Board discussed some elements of the reports.

8. Discussion & Action Items (AI)

- a) In-Kind Donation to Chabot College from Illumina (IA)-See the attached in the Board Packet. Dale Wagoner moved to accept the donation. This was seconded by Pat Gacoscos. The motion to accept the donation was unanimously passed.
- b) President’s Leadership Institute-This was discussed above in the President’s Report.
- c) Finance Committee Recommendations (AI)
 - Yvonne discussed the finance committee minutes. The more aggressive investment strategy and the allocations for the transferred District money. Board reviewed and discussed the revised spreadsheet. The Finance Committee recommended creating a matching fund and Board could set parameters which will be reviewed at the Board Retreat. Dale Wagoner moved to accept the donation. This was seconded by Pat Gacoscos. Decisions to change some investment strategies was unanimously passed.
- d) Rosales’ Sisters Scholarship Sponsorship (AI): Mark Salinas reminded the Board that we supported them last year and that this year they will be supporting Hayward students. Salinas asked that we support at a 2.5k sponsorship. Dale Wagoner moved to approve the sponsorship. Pat Gacoscos seconded the motion. Motion to sponsor the Rosales Sisters Scholarship Gala was unanimously passed.
- e) Input on Board Retreat Agenda
 - The Board discussed various items for the upcoming Board Retreat in April. Among the topics were the annual Gala in October.

9. For the good of the order- Pat Gacoscos discussed lecture series for college students next week and is hoping that we can help promote the event.

10. Adjournment: Meeting adjourned at 1:40

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APPROVED