



2025-26
The Friends of Chabot
College Board of Directors

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Ms. Yvonne Wu Craig
Executive Director

Ms. Sarah Renton
Senior Administrative
Assistant

THE FRIENDS OF CHABOT COLLEGE

Board of Directors Meeting

Wednesday, December 17, 2025 • 12:00 P.M. – 1:30 P.M.

Chabot College, Building 200, Boardroom

1. Call to Order – Chair Salinas

a) Meeting called to order at 12:12 P.M.

2. Roll Call

- a) Attending Board of Directors and staff: Hon. Mark Salinas, Hon. Pat Gacoscos, Ms. Marita Cheng, Ms. Melinda Matsuda, Ms. Olga Rosales Salinas, Dr. Hal Gin, Dr. Jamal Cooks, Ms. Yvonne Wu Craig
- b) Absent Board of Directors: Mr. Obray Van Buren, Mr. Kristopher Kokotaylo, Mr. Tom Burke
- c) Attending Guests: Brian Augsburg, Ron Billy, Nicole Albrecht

3. Public Comments: No public comments

4. Approval of Minutes: September 17, 2025 Minutes

a. Motion to approve the September 17, 2025 minutes.

Motion by: Dr. Hal Gin	Seconded by: Ms. Olga Rosales Salinas
Vote: 6, 0, 1	Motion passes

5. President's Report

a) President Cooks shared gratitude for support to attend additional functions in the Bay Area. Of note, President Cooks attended the NAACP Gala in November and Black Alumni Association event for UC Berkeley at the Henry J Kaiser Center. Attendance resulted in several follow-ups to be shared in the future.

6. Executive Director's Report

a) Holiday Donor Appreciation Mixer

- Yvonne Wu Craig shared appreciation to the Events Committee for hosting a great Holiday Donor Mixer on December 4. 32 guests attended out of 44 RSVPs.
- Overall positive feedback was shared, and there was consensus to consider hosting this event again in the future. Considerations for future versions include: researching other events occurring the same day; starting the event at 5:30 PM; and further supporting Chabot administrators to invite partners/donors.

a) Career Education (CE) Open House: March 21, 2026

- The CE Open House will take place March 21, 2026.
- Last year, the foundation hosted VIP tours before the event opened to the public. Board members are encouraged to share any industry, business, or partner contacts to invite to the 2026 event with Ms. Yvonne Wu Craig.
 - i. The board expressed interest in a primer for students about how to find internships. The current process of developing complex internship programs can be a barrier for businesses. There was recognition for the need for paid internships and acknowledgement the college does not yet have the structure for this workforce development pipeline piece. This could be a future topic to revisit.

b) Finance Committee Recommendations

- During the most recent Finance Committee meeting, the group reviewed investments and an investment spending policy, which will provide guidance on spending unrestricted income. The Finance Committee will review updated policy language during the January meeting, and the draft policy will be reviewed during the February board meeting.

7. Information Items

a) Financial Reports for August, September, October 2025

- Financial reports were included in the meeting packet.

b) Endowment Performance Report (Oct)

- An Endowment Performance Report was included in the meeting packet.

8. Discussion & Action Items (AI)

a) Alameda County Rapid Release Fund Acceptance (AI)

- This funding includes \$15,000 being passed through to the college’s Student Equity Office to fund additional hot meals.
- Motion to accept the Alameda County Rapid Release Fund Grant.

Motion by: Hon. Mark Salinas	Seconded by: Dr. Hal Gin
Vote: 7, 0, 0	Motion passes

b) H.S.I. STEM Funding Request (AI)

- This request is for \$4,750 to fund H.S.I. STEM Summer Research Experiences. It was noted funds from the foundation’s H.S.I. endowment/match could be used towards this request.
- Motion to approve the H.S.I. STEM Funding Request.

Motion by: Hon. Mark Salinas	Seconded by: Dr. Jamal Cooks
Vote: 7, 0, 0	Motion passes

c) Puente/RSS Financial Literacy Request (AI)

- This request is for \$3,000 to fund RSS Financial Literacy with Puente at Chabot College. It was noted funds from the foundation’s H.S.I. endowment/match could be used towards this request.
- Ms. Olga Rosales Salinas was not present during this item and did not vote on this agenda item.

- Motion to approve the Puente/RSS Financial Literacy Request.

Motion by: Hon. Mark Salinas	Seconded by: Dr. Jamal Cooks
Vote: 6, 0, 0	Motion passes

d) CARE Grant Request (AI)

- The foundation is partnering with the Chabot-Las Positas Association of Retired Employees (CARE) group to fund requests through an application process. CARE was able to fund ~\$1,500 in requests received. However, there are \$8,063.05 in remaining requests. The foundation already set aside \$6,000 for this. The board can review the proposals, or fund everyone who submitted proposals.
- Motion to approve the remaining CARE Grant Requests, totaling \$8,063.05.

Motion by: Hon. Mark Salinas	Seconded by: Dr. Jamal Cooks
Vote: 7, 0, 0	Motion passes

e) Holiday Angels Request (AI)

- EOPS/CARE Coordinator & Counselor, Brian Augsburger, was present to provide information; Coordinator Augsburger was not present during the discussion and vote.
- The Chabot CARE and CalWorks programs host an annual “Holiday Angels” gift giving program. This provides Chabot CARE and CalWorks students - who are single parents, low-income, and often first generation - with a gift card to purchase gifts for their children during the holidays. These programs have grown significantly; CalWorks has 96 students with 150 children, and the goal is to provide every child a \$25 gift. Chabot colleagues have donated \$2,200 to the project. This leaves a funding gap of \$1,750.
- The board discussed the amount per child and agreed \$50 is more appropriate. For 150 children each receiving a \$50 gift card, the total funding needed would be: \$7,500 - \$2,200 already raised = \$5,300.
- Motion to approve the Holiday Angels Request and amend the amount to \$5,300.

Motion by: Hon. Mark Salinas	Seconded by: Dr. Jamal Cooks
Vote: 7, 0, 0	Motion passes

f) Campus Safety Ambassador Program (AI)

- Campus Safety & Security Supervisor, Rob Billy, was present to provide information; Supervisor Billy was not present during the discussion and vote.
- Previously, the Campus Safety Ambassador Program worked in collaboration with the college’s Administration of Justice (ADMJ) Program to provide, mentoring, training, and a work experience class for credit. However, funding ran out. After the pandemic, the program partially restarted. There are currently 3 student Safety Ambassadors, but the program is missing the ADMJ component.
- Funding is requested to bring back the ADMJ component and fund 1-5 ambassadors at \$4,160 per ambassador, which includes hourly student pay, uniforms, and equipment. The total request is \$16,640 for the Spring semester.
- Student Safety Ambassadors would: serve as peer safety educators; be liaisons between students and Campus Safety; assist with patrols; provide unlock assists; work major events; complete CPR/First Aid trainings; and help with

escorts. These efforts would free-up time for Campus Safety officers to respond to more serious calls.

- The board discussed the sustainability of this request. If possible, it would be ideal to include this as a community benefit in future contract language with the college's safety camera provider. Also, funding could potentially support 2 students for Spring 2026 and 2 students for Fall 2026 to provide greater continuity.
- Motion to approve the Campus Safety Ambassador Program request.

Motion by: Hon. Mark Salinas	Seconded by: Dr. Jamal Cooks
Vote: 7, 0, 0	Motion passes

g) Gala Debrief and Report

- Yvonne Wu Craig shared the Gala exceeded the target fundraising goal of \$90,000 and grossed \$95,645. There are a few outstanding receivables, so the gross amount may change by a few thousand dollars.
- The auction bumped up gross revenue; the auction raised a lot of funds, though a significant amount was spent on live auction trips/auctioneer.
- The venue cost also increased this year.
- Dr. Cooks is thinking about Fund-a-Need College Tour deployment.
- The board requested a report reflecting the previous 3 years of Gala expenses.
- The board was asked to bring Gala honoree, location, and theme ideas to the February board meeting.

9. For the good of the order

None.

10. Adjournment: Meeting adjourned at 1:33 P.M.

Next Meeting: Wednesday, February 18, 2026

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