



2025-26  
The Friends of Chabot  
College Board of Directors

**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  
VP Emeritus

**Ms. Olga Rosales Salinas**  
Rosales Sisters' Scholarship  
President & Co-Founder

**Mr. Kristopher Kokotaylo**  
City Attorney of Union City

**Institutional Directors**

**Dr. Hal Gin**  
CLPCCD Trustee

**Marie Amboy**  
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  
Annual Board Retreat  
Wednesday, April 15, 2026 • 9:00 A.M. – 1:00 P.M.  
Chabot College, Building 400, Room 405

**1. Call to Order – Chair Salinas**

- a. Meeting called to order at 9:11 am

**2. Roll Call – Yvonne Wu Craig**

- a. Melinda Matsuda, Mr. Mark Salinas, Dr. Hal Gin, Kristopher Kokotaylo, Ms. Olga Rosales Salinas, Dr. Jamal Cooks, Ms. Marie Amboy, Obray Van Buren, Ms. Yvonne Wu Craig
- b. Absent Board of Directors: Marita Cheng, Pat Gacoscos
- c. Attending Guests: Breanna Hatcher

**3. Public Comments No comments**

**4. Approval of Minutes**

- a. Motion to approve the February 18, 2026 Minutes.

Motion by: Dr. Hal Gin	Seconded by: Obray Van Buren
Vote: 8, 0	Motion passes

**5. President's Report**

- a. President Dr. Jamal Cooks reported continued progress in supporting student success through scholarships, donor development, and growth of the President's Leadership Institute (PLI). He shared that participation in the PLI program has increased and expressed appreciation for the Foundation's ongoing support. Dr. Cooks also discussed a potential professional development and service-learning opportunity in Ghana through the African American Male Education Network and Development (AMEND), which may be supported through previously approved Foundation outreach funds.
- b. Dr. Cooks announced that Chabot College's strategic focus for the coming year will be improving student's first year at Chabot by strengthening student outreach, registration, pathway connections, and Student Education Plans. He also introduced Marie Amboy, Vice President of Administrative Services, and provided an update on a partnership with CSU East Bay that offers housing opportunities for Chabot students. The Board discussed housing affordability challenges and potential future fundraising efforts to help subsidize student housing costs.

**6. Executive Director's Report**

- a. Executive Director Yvonne Wu Craig presented several strategic initiatives for consideration in the FY 2026–27 budget. She recommends establishing a Foundation-funded employee matching gift program to encourage employee philanthropy, expanding the Foundation's grant-making program through a formal application process, and strengthening partnerships with the Chabot-Las Positas

Association of Retirees (CARE). She also highlighted opportunities to increase donor engagement through naming opportunities at the Mohr-Fry property, expanded recognition programs such as benches and commemorative bricks, and other community partnership initiatives.

- b. Yvonne also reviewed potential board member candidates and encouraged board members to consider additional nominations in advance of upcoming board term discussions.
- c. Finally, she shared updates on donor development efforts, fundraising strategies, and long-term opportunities to grow the Foundation's impact and unrestricted revenue in support of Chabot College students and programs.

**7. Information Items**

- a. Financial Reports for February 2026
  - Yvonne Wu Craig summarized the latest Financial Report from February 2026

**8. Discussion & Action Items (AI)**

- a. 2024-25 Audit Report (AI)
  - Yvonne Wu Craig reviewed the Foundation's audit report, including a material weakness finding related to the accounting treatment of the Martin Foundation's multi-year pledge. She explained that the issue stemmed from the unusual nature of the pledge and differing interpretations regarding when the remaining pledged funds should be recorded as a receivable. She then outlined corrective measures, including enhanced procedures for tracking grant agreements and multi-year pledges to ensure compliance with future reporting requirements.
  - Board members discussed concerns regarding communication and guidance provided by the current auditing firm. Following discussion, the Board reached consensus to direct the Treasurer to explore the possibility of utilizing the district's auditor or reviewing alternative auditing firms for future audit services.
  - The Board did not act on this item.
- b. Amazon Hayward Community Fund (AI)
  - Yvonne Wu Craig presented the Amazon Hayward Community Fund in support of Chabot College's Coding Club and community coding instruction programs.

Motion by: Dr. Hal Gin	Seconded by: Melinda Matsuda
Vote: 8, 0	Motion passes

- c. Gala and Honorees
  - Olga Salinas presented the proposed gala venue at Redwood Canyon Golf Course and discussed its advantages, including a capacity of approximately 300 guests, competitive pricing, a hosted cocktail reception, and enhanced amenities and accessibility compared to previous venues. Following the discussion, the Board expressed

support for moving forward with Redwood Canyon as the location for the upcoming gala.

- The Board reviewed a list of potential gala honorees. Members discussed the merits of each nominee and their contributions to Chabot College and the surrounding community. The Board agreed that additional time was needed to evaluate the nominations and gather further information before making a final selection, and no action was taken.

d. 2026-27 FCC Planning and Priorities Discussion facilitated by Breanna Hatcher

- Board members reviewed strategic priorities from the previous year and discussed key areas of focus for the future. Conversations centered on strengthening fundraising efforts through annual fundraising goals, major donor cultivation, and improved donor stewardship; expanding alumni engagement and outreach; enhancing marketing and communications through social media and increased awareness of the Foundation's impact; developing relationships with corporate partners and regional employers; and evaluating opportunities for additional fundraising events that balance organizational capacity with potential return on investment.
- Through individual and small-group exercises, participants identified priorities, opportunities, and areas requiring further clarification to help guide future planning and board engagement.
- The discussion will inform the Foundation's ongoing strategic planning efforts; however, no formal actions were taken during the retreat portion of the meeting. (See the attached notes from Breanna Hatcher for further details.)

**9. For the good of the order**

**10. Adjournment-meeting adjourned at 4:00pm**

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 Friends of Chabot College, 25555 Hesperian Blvd., Hayward, CA 94545, 510-723-6633, 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 Friends of Chabot College, 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.