

Date: Thursday, February 21, 2019

Time: 12:00 NOON

Location: President’s Conference Room

Present:

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| [x]  D. Crippens[x]  R. Farrell[ ]  L. Frank[x]  C. Hannan[x]  B. TsengStaff: Iris CaplanGuest: Susan Pollack, Strategic Plan | [x]  J. McDowell[x]  D. Campos[x]  H. Nadel[ ]  G. Pérez[x]  P. Chavez | [ ]  V. Reyes [x]  Claudia Lima  |

**Meeting Convened:** The Foundation Board meeting was called to order at 12:05 p.m. by Chairperson as there was a quorum.

**Public Comment –** No public comment.

**III. Chair’s Report –** David discussed that we finally transferred $725,257 to Bernstein & Co. There are two buckets of for investments. The long term and the short-term bucket. This will allow us to not have to be transferring money back and forth. Thank you to everyone who participated in this process. David wants to do a phone call with whole committee and Bernstein & Co. and our accountant to discuss the investment.

We have begun our planning for the 2019 dinner which will be held on October 23rd at the Sheraton Grand Hotel Downtown. The campus is under construction for the new Culinary Arts Bldg. David named our two confirming honorees. They are Sergio Rascon, Business Manager, Laborers Local 300 and Stephen Smith, Executive Vice President/General manager, Hathaway Dinwiddie Construction Co. David also asked for any suggestions for the remaining honorees.

David discussed that we are continuing to plan to make the Tools for the Trade a semi-autonomous part of our overall fundraising efforts. We are working with Marci Drummond for this year’s Tools of the Trade dinner. David attached a two-page vision statement. He discussed how the foundation gets no funds from where we currently buy the tools.

He discussed that the college needs an alumni office which can then create a data base of alumni for future fundraising. It is essential. David mentioned that we are doing a quarterly newsletter, along with an annual report. We are working on branding the foundation. The website update will be starting.

David introduced Susan Pollack who is doing our Strategic Plan which is funded by a grant from FHL Bank in San Francisco. We need to get to the point of a full time Executive Director. David gave a little of her background which includes a Staffer for Senator Ted Kennedy and she was in development for Otis College. He then discussed how we are going to put the foundation on a correct path by having a strategic plan. In her words we are stabilizing the ground. Susan went over that the new Funding Formula has to be the model for the Community College. Community Colleges will need to get to be more like 4-year colleges.

Susan thanked David. Susan discussed what a great college Trade Tech was. She talked about the great potential at this campus and how the college is really positioned correctly for the future workforce. Susan will be meeting with each board member separately. She is coming up with a list of 10 questions. She wants to get a sense of what each board member thinks about the foundation, the college, and the future of the foundation and college. She talked about the time frame and that there is only so much that we can predict for the future. Susan talked about our mission and what it means and that we need to define the goals of the foundation and our relationship in the future to the college.

There was discussion as to potential possible candidates for the Executive Director job. Herb Nadel brought up several individuals who have done political fundraising that might be good Executive Directors. David brought up that we these were all good ideas that when the time comes, we can readdress the names brought up.

Bob Farrell suggested sending a letter to certain political individuals regarding our strategic plan and getting their ideas.

Bonnie Tseng brought up that the students are our first priority. Everyone is very excited about the Strategic Plan.

**IV. President’s Report** – There was no President’s Report

**V. December Minutes** –

David asked about the December minutes.

**Action Taken: Bob Farrell made a motion to accept the December Minutes and Bonnie Tseng seconded the motion. David asked for discussion. The motion was accepted and passed.**

**Item V. January Financials**

David discussed the January Financials and announced that we took off the $5,000,000 from the Statement of Assets that we had been carrying. He also announced that we are spending money on branding the foundation, i.e. the newsletter, and annual report. David that asked for a motion for the January Financials.

**Action Taken: John McDowell made a motion to accept the January financials and Bob Farrell McDowell seconded the motion. David asked for discussion. The motion was accepted and passed.**

**Action Taken: John McDowell made a motion to accept the October Financials and Victor Reyes seconded the motion. David asked for discussion. The motion was accepted and passed.**

**Item: VII. Committee Reports**

David discussed ICAP Specialty Events 2019 Student Benefit Contract. The contract is the same as in 2018. David asked for a motion.

**Action Taken: Bob Farrell made a motion to accept ICAP Specialty Events Contract for the 2019 Student Benefit Dinner and George Perez seconded the motion. David asked for discussion. The motion was accepted and passed.**

The meeting was adjourned at 1:10 pm