



**Wednesday, July 27 2016**  
**Board of Directors Meeting**  
**4:45-6:30 p.m.**  
**KCI 4006**

**Board Present:** Advani, Aoki, Bechtel, Elliott, Krause, Landsberger, Mahoney, Miner, Nguyen, Sathaye, Smith, Swift

**Staff Present:** Chandler, Cima, Latta, West, and Woodworth

**Guests:** Marisa Spatafore, VP Communications De Anza College, Kevin McElroy Vice Chancellor of Business Services, Maureen McNicols, Community Member, Ben Dubin Former Board of Director

**MINUTES**

**Approval of New Board Member Sue Levy**

- Board Governance Committee nominated Sue Levy, a long-time community volunteer, graduate of UC Berkeley, and former member of the Foothill-De Anza Foundation Board.

*Action: Elliott moved; Advani seconded – All in Favor in Sue Levy's Nomination*

**Welcome to Foothill President Thuy Thi Nguyen, J.D.**

- Board President Don Aoki introduced Nguyen to the board, giving background and letting members know that most recently she served as General Counsel to the California Community Colleges Chancellor's Office.
- Nguyen thanked board members for having her attend the meeting, commenting on the strong support of the Foundation evident by their participation. Nguyen stated her short-term goals – familiarizing herself with the shared vision for Foothill, help ensure a successful accreditation process, and continue to engage with students, faculty, staff and community members.

**Board Initiative Discussion**

- At the suggestion of the Governance Committee, Chandler requested directors write down names of individuals they thought would be good prospective board members.
- Chandler highlighted the board initiative work group updates made at the November 2015 board meeting as well as support that has come in as a direct result of the board. These items included a gift of \$2,500 for veterans from Heritage Bank thanks to Kelly Davis, an event held by Joan Barram and Lisa Elliot. Future activities include an event to support VIDA held by Tankha.
- Chandler clarified financial targets of the initiatives and reminded the board of the pyramid of major gifts, noting that according to moves management, there need to be 7-10 meaningful interactions in a span of 18-24 months in order to potentially generate a major gift.

- Chancellor Miner reminded board members that their initiative programs are staffed and happy to provide expertise when necessary.
- Advani and Sathaye spoke about wanting to take ownership of making introductions and providing the Governance Committee with prospective board members.
- Aoki summarized that the focus of the Board will be to grow membership, meet in designated initiative groups while continuing the work that has already been done.

### **Approval of Minutes**

- May minutes were approved

### **Finance Report - Swift**

- Swift reported that the Foundation had exceeded its fundraising goal of \$4.5 million for the year, thanks to a year-end bequest of more than \$700K for the Science Learning Institute.
- The Foundation's overall assets are at \$37.3 million

### **FY 16/17 Foundation Budget Approved**

Aoki presented the final FY16/17 Foundation Budget recommended by the Finance Committee to the Board for approval.

- Fundraising Revenue Goal: \$4.5M
- Foundation's Operating Expense: \$1,056,254
- Foundation's Operating Revenue: Comprised mainly of: 4.6% draw on the foundation's expendable pool of assets; 1% draw on the endowment's pool, plus the use of \$46K from FY16's operating surplus and a projected \$80K in gift fees.

*Action: Landsberger moved; Elliott seconded; all in favor. FY17 Budget Approved*

### **Foundation Report**

#### *Chandler*

- Chandler reported that she met with longtime Foundation supporter Jim Jackson in regards to the Foundation's Legacy Circle.
- Chandler worked on a donation by the SV Realtors Association for scholarship/book voucher support to Veterans at both campuses.
- STEM Success Center Architects will be providing drawings to help with fundraising.

#### *Cima*

- De Anza students at the Turkana Basin in Kenya – read the blog on the Foundation website

#### *Woodworth*

- Woodworth thanked Chancellor Miner for her work in shepherding a major gift to the Foothill Science Learning Institute
- Woodworth invited all board members to the one night only performance by the Foothill College Musical Theatre on July 30<sup>th</sup>

Latta

- Latta advised board members that she along with the entire Foundation staff was working on the Foundation's Annual Report.

### **Presidents Report**

Foothill – Nguyen

- Nguyen reported that Foothill is about to undergo the accreditation process and that she is working with faculty, staff and administrators to make it a smooth process.
- Foothill has a goal of becoming a Hispanic Serving Institution. The state requires 25% of an institution's students to be Hispanic to receive this classification and currently only 22.3% of Foothill's students are Hispanic.
- Nguyen spoke of her excitement about the opening of the Sunnyvale Center, and reminded the board that she is also ready and willing to meet and work with potential donors.

### **Chancellor's Report – Miner**

- Miner spoke to the board about "College Promise" a nationwide program started by President Obama to create free community college. College Promise held an event for California Community College Educators and supporters which Miner, Nguyen, Murphy, Chandler, and two of the Board of Trustee members attended.
- Miner announced that she looked forward to starting a blog in the future as she was inspired by Foothill President Nguyen's new *communique*.

*Meeting adjourned 6:30 p.m.*