



October 20, 2021

Board of Directors Meeting

5:00-6:00 p.m. – Via Zoom

Board Present: Advani, Andersen, Banerjee, Bautista, Bewtra, Cheng, Dubin, Holmes, Khechfe, Klinke, Kniss, Krause, Landsberger, Mahoney, Miner, Oropeza, Sathaye, Vaidhyathan, Wong-Agbayani

Board Absent: Davis, Santora

Staff Present: Cima, Howell, Latta

District Staff Present: Becky Bartindale, Marisa Spatafore

Guest(s): Martha Kanter – CEO, College Promise

Minutes

Welcome and Call to Order

Approval of Minutes

- September 2021 Meeting Minutes Approved
 - *Action: Bautista moved to adopt the minutes; Khechfe seconded; motion carried unanimously to adopt the minutes.*

Finance Report – Latta

- As of September, the Foundation raised a total of \$824K for FY2122. Included in that total is a \$25K gift to the Hope Initiative as well as a very generous gift from Bill and Gay Krause for the KCI. Latta reported that the CA Dental Association gave a gift of \$66K for the Foothill Dental Assistant fund to launch an apprenticeship program, led by program director, Cara Miyasaki.
- Because the board meeting is a week early, Latta mentioned that not all the finance reports were finished; she did not report on the overall assets for the Foundation.
- Latta recognized the RFP Committee -- Shyamoli Banerjee, Kelly Davis, Dudley Andersen and Odile Bhadkamkar -- for their work in selecting firms and reviewing proposals. The Committee selected three firms to interview, and it was joined by Ben Dubin and Gay Krause on the Finance committee who also listened to the presentations. Today they finished interviewing and as a group, recommended the top firm. Next step will be to follow-up on references and then Dennis Cima and Susan Cheu to make a final decision. Latta reported that the Finance Committee will make a recommendation to the Board to adopt at the November 17th meeting.

- Dubin added that the goal is to always look for the best people to help us manage our assets and give us the best return with minimal fees. He also said it is good to review the manager on a regular basis.

Executive Committee Report & Board Resolution Authorizing Remote Meetings

- Cima noted the Foundation bylaws require the board to receive regular reports when the Executive Committee takes an action.
- Cima referred to the memorandum sent out in the agenda packet: *Consideration of Continuing Virtual Board Meetings Under the Provisions of California State Assembly Bill 361 or Returning to In-Person Meetings as of November 2021.*
- The foundation board of directors is required to meet under the provisions of the state's public open meetings act, The Brown Act. Due to the pandemic, the state allowed virtual/teleconference meetings, but this provision expired on September 30, 2021. The Governor recently signed Assembly Bill 361 that allows entities like the Foundation to either meet in person or meet virtually under certain circumstances taking effect on 10/1/21. The Board of Trustees is now meeting in person with the public having the opportunity to come and testify in person. With the Trustees meeting in person, the public can watch remotely, but they cannot testify remotely.
- It is up to the Foundation Board to decide if they want to meet in person or virtually, then the resolution would stay in effect for 30 days, and the board will have to revisit whether to meet in person or virtually at every meeting.
- Because the new law took effect on October 1st, the Executive Committee met last week and decided that the foundation board would meet virtually for October meeting. The board must now pass a resolution for November's meeting.
- Bautista mentioned for that for her work, she is being asked to wear a mask and ideally be with vaccinated people and be 6-feet apart when in meetings at least through the end of the year. So, she feels more comfortable meeting virtually.
- Cima reminded the Board that the District has a vaccination mandate for students/staff/faculty and everyone is required to wear masks. Although members of the public aren't required to be vaccinated.
- Cheng added that the trustees had a long discussion about meeting in-person, especially with the delta variant in the mix. But they wanted to set an example and encourage students, staff and faculty to come back on campus. But she added that it doesn't mean it has to be the same for every legislative body within our district.
- Miner echoed what Cheng had said in that the Trustees wanted to model for our students, faculty and staff that we are asking to come back on campus. The trustees feel there are sufficient safeguards in place and it is not about making everything totally safe, but mitigating the risk as much as possible. While it was a very difficult decision, it was well received throughout the district.

- Dubin commented that since meeting virtual, there has been increased attendance and it is very convenient to be able to just jump on a call rather than taking the time to drive.
- Kniss commented that the Palo Alto City Council will be going back in person in November and it was a unanimous decision to go back. She added that they will be required to be masked and socially distanced.
- Sathaye asked if there was a hybrid model and Cima indicated there could be no hybrid, we would either have to all be in person, or all virtual. He added that it is really about public participation and not the convenience of the legislative body.
- Cima said that the Board could consider to modify the meeting schedule in a way that would make it more convenient. For instance, adjusting the time of the meeting. Or meet officially in person and then gather as a town hall briefing virtually, with no Board actions.
- Agbayani reminded the board that we don't get a lot of public participation, practically never.
- Kniss commented that as a fundraising group it is good to see people in person and, as a new member, it is hard to get to know people via Zoom.

Action:

- *Motion (Wong-Agbayani): Due to the state of emergency, the Foundation Board of Directors will meet virtually for the next 30 days and adopt the resolution as drafted.*
 - *Seconded; Sathaye*
 - *11 in favor; 3 against; 1 abstention*
 - *The Foundation will meet virtually on November 17, 2021*

Hope Fundraising – Cima

- Cima reported that the board committed \$32K towards the \$25K matching gift; the Hope Initiative has raised \$240K with gifts on hand and commitments.
 - Cima was happy to report that the Foundation in the last week received two new donors, one a local couple living in Los Altos and the other, a Foothill alum who lives in Oregon and decided he wanted to give back. Each of these new donors committed \$100K, with a portion going to the Hope Initiative and scholarships.
 - Cima reminded that the board that they were looking for a 100% participation for the Hope Initiative and a gift of any amount is welcome. He will also be following up with board members regarding donor follow-up.
 - Cima told the board that a one-page collateral piece will be coming out soon and asked the board to be sure and follow the Foundation on social media where we will be posting about the Hope Initiative. He encouraged the board to share posts on their pages so that we can spread the work about the Initiative.
- **Chancellor's Report – Miner**

- Miner reported the district's remote work policy has become complicated and taking longer than expected due to working with the five bargaining units. She emphasized that it is about student point of view and not employee convenience. However as a result, they have had good conversations about hybrid work.
- Miner reported that AB 927, the ability for community colleges to offer baccalaureate programs, passed and will open the possibility of going up to 30 baccalaureate programs approved each year by the State Chancellor's office. Foothill already offers Dental Hygiene as a 4-year degree. Foothill's Respiratory Therapy and De Anza's Automotive Technology will likely be the next programs that will begin to offer 4-year degrees. The district has to wait for the State Chancellor's Office to provide forms in order to apply.
- Miner congratulated Holmes for being appointed as a board member for the West Valley Community Services, which has been a great supporter of De Anza's food pantry. She commended Holmes for being active in the Cupertino.

President's Report De Anza – Holmes

- Homes reported that De Anza was awarded a \$2.25 million grant for over the next five years awarded through Title III which will be used to coordinate the delivery of student services such as cohort programs, guided pathways, professional development and build more bridges from high school to college.
- Holmes mentioned that with his work on the Cupertino Rotary, they are working to expand opportunities for veteran students through job shadowing and mentoring programs as well as housing referral process. He acknowledged Banerjee's help on the Rotary Veterans Committee.
- De Anza is planning on meeting with Verizon regarding investing in workforce development. Additionally, De Anza is looking to meet with NASA to collaborate on curriculum, internships and capstone projects.
- Holmes shared that this week was Undocumented Student Action Week and there are a number of events designed to increase support and visibility for our diverse immigrant community. excitement for starting the new quarter and having a greater number of students on campus.

President's Report Foothill – Nguyen

- Nguyen also mentioned that Foothill had a number of events to support Undocumented Student Action week. Nguyen also reminded the board that because of the Foundation funds, Foothill was able to offer emergency grants to undocumented students when the Federal CARES funds would not allow it.
- Nguyen also mentioned that Foothill had various entities on campus that are operating under the Brown Act so they have had to go through similar deliberations on whether to meet in person or virtually. Foothill's student body (ASFC) and the

Academic Senate chose to meet virtually. However, Nguyen did mention that students do wish to have in-person meetings and activities as well.

- Nguyen reported the long-time Foothill Commissioner and alumna, Gisela Zebrowski, passed away last week. A memorial is planned but capacity is very limited due to COVID.
- Nguyen had to leave as she had another commitment to speak at Foothill's OLA, which is Foothill's group of faculty and staff that supports our Latinx students.

Foundation Report – Cima

- Cima added that Zebrowski was a great asset to our Commission, our board and the community. She will be missed.
- Cima thanked Bautista for putting Cima in touch with a few organizations to present.
- Cima mentioned that he and Kniss met on campus recently and how nice it was to walk on campus. He suggested a board field trip at some point.
- Cima asked for board members to complete and send in their Conflict of Interest Forms.
- Cima acknowledged the Foundation staff for their work on the annual report, RFP, Hope Initiative among other projects.

Meeting adjourned 6:00 pm

Next meeting November 17th via Zoom (5:00 –6:30 p.m.)