



**July 24, 2019 – Board of Directors Meeting – 4:45-6:30 p.m.
Foothill College, Krause Center for Innovation, Room 4006**

Board Present: Ahrens, Andersen, Banerjee, Bautista, Bewtra, Espinosa-Pieb, Davis, Dubin, Klinke, Krause, Miner, Nguyen, Santora, Wong

Board Absent: Khechfe, Levy, Mahoney, Oropeza, Smith, Wong-Agbayani, Zebroski

Staff Present: Cima, Howell, Latta, Navarro

Guests: Susan Cheu - Interim Vice Chancellor of Business Services, Simon Pennington, - Interim AVP College & Community Relations, Marketing & Communications, and Marisa Spatafore – AVP of Communications and External Relations

Public Guests: Genevieve Kolar – De Anza Student Trustee

Minutes

Approval of Minutes

- *Action: Santora moved, Andersen seconded – May minutes were approved unanimously*

Resolution Providing Signature Authority

- A resolution to add Dennis Cima as an approval signature with TIAA Kaspick, the Foundation's asset manager.
 - *Action: Davis moved, Dubin seconded – All in favor.*

Finance Report – Dubin (in Wong-Agbayani's absence)

- The Foundation ended the FY1819 year raising \$3.5M
- As of June, the assets were at \$43.4 million with a rate of return for FY1819 of 5.4%.
- Dubin presented the FY1920 Foundation Budget that was agreed upon by the Finance Committee. The budget includes:
 - Projected fundraising revenue of \$4.1M
 - Operating expense of \$1,098,809
 - Operation revenue that includes 3.9% draw on expendable pool and 0.5% on the endowment pool and just over \$100K in reserves to backfill and balance the budget.
 - *Action: Dubin requested approval of the FHDA Foundation's FY1920 Budget.*
 - *Ahrens moved, Davis seconded – All in favor.*
- Andersen commented that he would like to see how the funds are spent. Latta suggested staff might be able to do a pie chart similar to the chart seen on the gift income dashboard. Others agreed that it would be ideal to know what programs are using foundation funds.

Strategic Planning – Cima

- Cima discussed guiding principles and next steps for strategic planning for the Foundation.
 - Cima reviewed some of the highlights of the board's SWOT Analysis done in March.
 - Strengths included:
 - Reputation and brands of the district and colleges
 - Foundation's fiscal strength and accountability
 - Professional staff and leadership; active board of directors
 - Commitment to the mission across all stakeholders

- Weakness included:
 - Limited and/or restricted funds and staff resources
 - Lack of diversity on board of directors
 - Need for new donors
- Opportunities included:
 - Location – in the heart of Silicon Valley
 - Partnerships with schools, cities & other orgs.
 - Supporting internships
 - Many high-capacity, local donors
 - State/local commitment to College Promise
- Threats included:
 - Steady trend in a drop of student enrollment
 - Traffic, housing & other pressures on staff, students, others
 - Economic recession and/or state budget challenges
 - Competition for donor resources
- Guiding Principles – whatever we do it should be:
 - Board led & advances the goal
 - Measurable and attainable
 - Student centric
 - Services our customers (students, donors, colleges, community etc.)
 - Leverages Silicon Valley partnerships
 - Aligned
 - Maintains fiscal accountability
 - Fun and engaging
- Strategic Areas (Foundation Board of Directors)
 - Strengthen & expand donor base
 - Improve board diversity
 - Increase amount of unrestricted funds
 - Support critical programs
- Operational Areas (Foundation Staff)
 - Strengthen & expand donor base, including alumni database & outreach
 - Find efficiencies in fundraising (automation)
 - Staff recruitment, training & retention
- Cima asked the board for feedback and next steps.
 - Santora commented we should always make sure we are aligned with our mission and be certain that it is in the forefront of whatever we are doing.
 - Ahrens asked if we wanted to increase the number of board members and if there was a goal in mind.
 - Other comments included: making sure to leverage the college commissions; incorporate faculty more into the board perhaps even have faculty representation; align the Foundation’s strategic plan with the college/district master plans; develop advisory committees; develop a plan with an “equity lens”; and use as a way to increase donor database.

Chancellor’s Circle Report

- Cima reported that Chancellor’s Circle raised \$169K for FY1819 and that the Chancellor’s Circle Teas will be scheduled in September/October.

Chancellor's Report – Miner

- Miner gave an update on AB302, legislation authored by Assemblyman Marc Berman, that would require community colleges to allow homeless students sleep in their cars overnight on campus. The district has not taken a position on the bill. There is hope that there will be amendments added in order for community colleges to 'opt-out' as long as they are providing other resources for students such as referral services, emergency grants, etc. If the colleges were required to allow students to park overnight in their cars, the district estimates it would cost more than \$800K to cover the security, custodial services and other necessary resources such as bathrooms and fencing.
- Miner gave a brief update of the Flint Center.
 - The district is looking at multiple ideas and partners including mixed use development with housing, performing arts and conference center room. There has been a lot of interest. A timeline will be presented at the Trustee meeting in October, but there are a lot of stages and steps in order to demolish a building and they are anticipating it wouldn't be taken down until Summer of 2020.

President's Report, Foothill & De Anza Colleges – Nguyen & Espinosa-Pieb

Foothill

- President Nguyen showed the board her Twitter feed where she recorded the 2019 graduating class tossing their caps in the air.
- Nguyen acknowledge her deep appreciation for the Chancellor's Circle as she was able to use her funds to cover the inaugural (and student-led) Homeless Summit.
- She used her Service Leadership fund to give away end-of-year awards to the divisions and a first-ever Service Leadership President's Award at graduation to Eman Magzoub who is transferring to UCLA.
- Foothill's Family Engagement Institute will be celebrating their 10th anniversary and recently had their first advisory board meeting.
- Foothill's College Promise program will include 2 years and unlimited textbooks thanks to state funding.

De Anza

- Espinosa-Pieb reported that 535 students crossed De Anza's stage for graduation. 2019 graduates included 2300 degrees and 700 certificates.
- The student commencement speaker, Manny Barrios, a first-generation student, received UC Santa Cruz's \$20K Karl S. Pister Leadership Scholarship. Manny was also a student in the EOPS Scholars program.
- Espinosa-Pieb also expressed her gratitude for the Chancellor's Circle funding, where she was able to give funding for so many of the end-of-year celebrations. Co-horts like First-Year Experience make a big difference in student success and it is very meaningful to the students and their families to be able to come together and celebrate their achievements.
- De Anza's College Promise program will give \$500 in book vouchers.
- Opening day is on Friday September 20th and she encouraged everyone to attend

Meeting adjourned 6:30 p.m.

In Honor of Tess Chandler

Next meeting September 25, 2019 @ De Anza College