

Full Board Meeting  
Ohlone College Foundation  
November 8th

Anita Pirrone  
Donna Payne  
Bob Bradshaw  
Shirley Sisk  
Melrose Forde  
Gloria Villasana Fuerniss

Louis Willett  
Robert Douglass  
David W. Smith  
Thomas Hsu  
Al Huevo

1. Meeting called to order by Gloria Villasana Fuerniss
  - a. Approval of previous minutes
    - i. **Moved my Melrose Forde, seconded by Shirley Sisk. Motion passed.**
2. Executive Director's Report - David W. Smith
  - a. Slideshow of newest Newark Campus photos, taken on November 6th
    - i. Low maintenance grass
    - ii. Carpet laid in separate squares which are individually replaceable
    - iii. Fremont Bank Community Conference Center seats 300 and can be divided into three different rooms
    - iv. Smart whiteboards - can be transferred to the web
    - v. Melrose Forde – will there be a marquee in front of the campus?
      1. Will have logos for donors of \$250,000 or more
  - b. 23<sup>rd</sup> Annual Fremont Bank / Ohlone College Golf Tournament
    - i. Took place on October 22<sup>nd</sup>, 2007
    - ii. Great participation, great weather
    - iii. There will be a wrap up meeting on November 21<sup>st</sup>
    - iv. Revenue numbers not ready yet
    - v. Special thanks to Fremont Bank and Fremont Bank staff
  - c. Capital Campaign
    - i. Cash + commitments = **\*see exec minutes**
    - ii. \$282,000 of in-kind - mostly lab equipment
    - iii. \$17,000 donation from One Work Place for design services
    - iv. Preparing an "ask" for the Valley Foundation
      1. asking in the neighborhood of a million dollar
      2. Originally asked to match individual, corporate, and foundations
      3. Match government grant? They say we can ask about that
      4. Hoping to get a portion of the money now - we will show them our path forward
      5. They had problems in the past where they fronted money but projects were not completed
    - v. Washington Hospital is donating physical therapy equipment. The equipment is used, and Valley would match the fair market value

- but we're saving money on not having to buy used. Adjust our \$10,000,000 campaign goal.
- vi. Actual cash received is just over \$600,000, just under a million including receivables
  - vii. Thank you Fremont Bank Foundation for our largest donation- also thanks for Morgan Foundation for the second largest donation
  - viii. **Rakesh Sharma's** fundraiser
- d. Buy a Brick
- i. The largest bricks have a slightly different texture
  - ii. Website
  - iii. Bricks - will have an update on the wingdings
  - iv. 24x24 bricks for 5,000 each - corporate brochure being printed
  - v. Bricks are ordered at Hanover
  - vi. David Smith - if Dr. Treadway were present, he would say it'd be great if everyone on the board could buy a brick
    - 1. Gloria Villasana Fuerniss – it would show that the board of directors has actually contributed. Other organizations look for Foundation board support
  - vii. Shirley Sisk - get creative, because there are a lot of ways to sell more than one brick at a time
  - viii. Setting up the mask for the bricks is the most time consuming part of process - not sure about the cutoff time yet for bricks to make the ribbon cutting or dedication
  - ix. David Smith's estimate for Brick cutoff is Dec 15. The engraver's "hard cutoff" is January 15th
  - x. Issue about appropriateness about brick inscriptions
- e. First day of the ribbon cutting will be on January 28
- i. Open to the public
  - ii. Details to be announced
- f. Focus the Nation teach-in
- i. Dedication will be around noon, but there will be stuff going on all day long
  - ii. Not sure when the bricks will be shown - ribbon cutting or dedication?
- g. Green Tie Gala
- i. Next gala meeting will be on the November 19<sup>th</sup>
  - ii. Two part gala, campus and Hilton
  - iii. A lot of entertainment will be provided by our college professionals
  - iv. Sponsor cards
  - v. Will be a mailing for corporations regarding the gala and the brick
  - vi. Competing against ourselves - gala vs. brick
- h. Scholarships
- i. New procedures
    - 1. Matrix on website for students to determine their eligibility

2. Checklist to fill out to make sure every student met all qualifications
    - ii. Went through old scholarships and contracts to give us more flexibility to release funds
      1. i.e. Carol E. Goodell, Sobrato scholarships
3. Finance Report
  - a. Large amount of money in the Bank for the Capital Campaign
  - b. This report is prior to the Fremont Bank donation
  - c. Approval of Financials
    - i. **Moved by Shirley Sisk, seconded by Jan Vincent. Motion passed.**
4. Board comments
  - a. Shirley Sisk – Need to boost attendance on board
    - i. David W. Smith – probably won't have time to focus on this issue until February or March of 2008, after the opening of the Newark Campus
    - ii. Gloria Villasana - We need a larger voice from the board of directors
    - iii. Jan Vincent - bylaws require board members to attend a certain amount of meetings
      1. Gloria - bylaws need to be reviewed again
  - b. David Smith – the Foundation has to look for a new president coming up for the next fiscal year
  - c. Gloria Villasana Fuerniss - thanks to Thomas Hsu for board emails
  - d. Melrose Forde – As discussed at a previous board meeting, Foundation financials should be more reader-friendly. Foundation should develop a budget
    - i. David Smith - our number one goal coming in was getting the financials aligned with board meetings
    - ii. Melrose Forde will send David Smith an email regarding what she would like to see in our report
5. Resolutions
  - a. Intent of the board to transfer the funds of the Capital Campaign to the district on an ongoing basis. All funds received will be transferred for the purpose of equipment and furnishings
    - i. Gloria Villasana Fuerniss- checks had been written without board approval in the past
    - ii. Leta Stagnaro is the only person right now that has spending authority
    - iii. Donna Payne - We are in control of the funds as a "Foundation grant"

- iv. Bob Bradshaw – Foundation should send an email out to the College so that they can see that this money is being used for what it is being used for
- v. **Moved Melrose Forde, seconded by Al Huevo. Motion passed.**
- b. "Special circumstance" resolution
  - i. In emergency situations it may be more expedient for the Foundation to purchase directly
    - 1. Direct purchases through the Foundation circumvents the District's bidding processes
    - 2. College must bid if equipment if it is over \$69,000
  - ii. Right now there is a need for equipment, where if the purchase is not expedited class would be canceled
    - 1. Al Huevo - Board has to be responsive in these situations
  - iii. We don't anticipate this to be an ongoing procedure - used only in emergencies
  - iv. Robin Kurotori needs this Health and Exercise Sciences equipment - she is a new faculty member
  - v. Executive committee wanted the full board to approve of such emergency spending - will have to contact board by email and phone in the future
  - vi. Bob Bradshaw - what would we do if we have the same problems for the new Student Services Building? Foundation may need to direct the college to do a little more planning
  - vii. Robert Douglass - these things will inevitably happen
  - viii. Jan Vincent- talk to key people involved and find out key needs
  - ix. Gloria Villasana Fuerniss - keep a capital campaign folder to keep track of concerns that may come up - ground rules
  - x. Melrose Forde - are there any rules in bylaws via electronic voting? Louis does not remember these issues being addressed in the bylaws. Louis knows we can phone conference
  - xi. Jan Vincent motions, Anita seconds. Motion passed.**
- c. Approval of in-kind donation
  - i. One Work Place donated \$16,650 worth of design services
  - ii. Moved Shirley Sisk, seconded by Melrose Forde. Motion passed.**

6. Gloria Villasana Fuerniss - meeting adjourned

**Next meeting:  
TBA**