MINUTES

Present:
Julie Zhu, Chair
Jennifer Toy Harrison,
Vice Chair
Dr. Jim Wright, Finance Chair
Dr. Brad Hatton, Secretary
Lou Willett, Legal Counsel
Desrie Campbell
Jill Duerig
Robert Douglass
Alberto Huezo
Gloria Villasana Fuerniss
Sylvia Jimenez
Shirley Sisk

Ex-Officio Present:
Dr. Eric Bishop, Ed.D,
Superintendent/President
Dr. Christopher Dela Rosa, Vice President, Administrative and Technology Services
Binh Q. Nguyen,
Executive Director of Foundation, Community Relations, Marketing
Dr. Rakesh Sharma, Trustee

Guests Present:
Bill Altavilla,
Pacific Investments
Steven Ink, Fremont Bank

Staff Present:
Farhad Sabit,
Executive Director,
Business Services
Brandon Stewart,
Administrative Assistant
Cheryl Layug, Interim Foundation Program Assistant
Lura Poggi, Interim Institutional Advancement Officer

Not Present:
Wing Lam
Anita Pirrone
Jean Louie Willett
Justin Sha
Sam Sepah
Stephanie Williams
Rich Watters, Trustee
Suzanne Chen, Trustee

A. CALL TO ORDER/ROLL CALL
   A.1 Chair, Julie Zhu called the meeting to order at 11:30 AM.

B. APPROVAL OF MINUTES
   B.1 Approval of the Full Board Meeting Minutes on Wednesday, September 23rd, 2020.
   Shirley Sisk moved to approve the minutes. Lou Willett seconded. AYES: (Bishop, Zhu, Harrison, Wright, Hatton, Willett, Campbell, Duerig, Douglass, Huezo, Fuerniss, Jimenez, Sisk, Nguyen, Dela Rosa, Sharma) NOES: (0), ABSTAIN: (0) motion passed.

C. AGENDA MODIFICATIONS
   There were no agenda modifications.

D. COMMUNICATIONS FROM THE PUBLIC
   There was no communication from the public.

E. GUEST PRESENTATION
E.1 Fremont Bank Investments – Steven Ink began his presentation by introducing himself to the board as our new account manager at Fremont Bank. He then gave a brief performance summary of the five accounts managed by Fremont Bank. The Capital Preservation account has $521,695 in it, with a 1-year return of 8.96% gross and 7.88% net. The Weiner account has $587,643, with a 1-year gross return of 9.94% and a net of 8.84%. The Foundation account has a 1-year return of 21.72% gross and 20.51% net. The DiMino Program account has a 1-year return of 9.3% and 7.94% net. The DiMino Scholarship account has a 1-year return of 20.21% gross and 18.72% net. He noted that each of the accounts has different investment objectives which affect the returns. The combined portfolio value as of Jan 31, 2021 was $3,874,265.40.

Desrie Campbell asked how those investment objectives are determined and whether it was possible to change those objectives or move money between investments. Rakesh Sharma noted that the endowments specify minimum corpus amounts, and some also specify how the money is invested. Binh Nguyen added that the Foundation has an established investment policy, but it is typically left to the investment advisors how to structure the individual portfolios.

E.2 Pacific Investments - Bill Altavilla gave an update on the general market conditions. The market is responding positively as businesses start opening up again, and is still close to all-time highs. The NASDAQ, which includes many tech stocks like Zoom, has taken off since March of last year. Going forward, the technology stocks won’t be the only ones making a profit. The new stimulus bill and the one in December have put a lot of money into people’s pockets, so there’s an expectation that people will be able to go out and spend and travel, and the “stay at home” stocks are likely not going to do quite as well. There’s also an expectation that there will be a lot more infrastructure spending, and so the Dow 30, which lists the largest industrial stocks, is catching up to the NASDAQ as the NASDAQ starts to pull back a bit. The 10-year treasury bond, which we use as a market indicator, is on the rise. At the worst of the pandemic it was all the way down to 0.6%, but now it’s up to around 1.6% in just the last two months. As those interest rates go up there will be more competition between bonds and stocks.

The Foundation’s portfolio is currently structured with more investment into those areas that the market will be rotating into in the coming months. Between the two investment accounts – the endowment fund and the Smith trust – the total value is about $2.9 million. A lot of that is allocated in Large Cap stocks, many of which are not technology stocks. January – February the portfolio is down a bit, but over one year it’s up 11%, or an average of 5% per year over three years. The Smith Trust returns a 7% payout to the Smith family (per the agreement), and there was a $36,000 withdrawal for the Foundation management fee. Overall, the portfolios have returned about 6% annualized, through some pretty drastic down markets.
Currently, 55% of the portfolio is in stocks, and 45% is in bonds, which is pretty moderate. Bill suggested that going forward, we may want to look at the investment strategy to take advantage of the growth opportunities in the market.

F. NEW FOUNDATION BOARD OFFICERS

**F.1 Confirmation of new Foundation Treasurer.**
Julie Zhu moved to approve Desrie Campbell as Treasurer. Jill Duerig seconded.
AYES: (Bishop, Zhu, Harrison, Wright, Hatton, Willett, Campbell, Duerig, Douglass, Huezo, Fuerniss, Jimenez, Sisk, Nguyen, Dela Rosa, Sharma) NOES: (0), ABSTAIN: (0) motion passed.

G. REPORTS

**G.1 Foundation Chair Report** - Julie Zhu reported that the transition from Dr. Sharma to herself as Chair has been smooth. This past year our annual fundraising events, including the gala and golf tournament, were suspended due to COVID. As things open up and people get vaccinated, the Executive Committee will be working with the Foundation staff to work out plans for what fundraising events we are able to do in the coming year.

**G.2 College Superintendent/President Report** – Dr. Eric Bishop reported that the college is planning summer and fall classes with the intent of returning some classes face-to-face. Summer will be primarily online, with some labs and physical education classes that will be in-person. For fall, the intent is to accommodate as many courses in-person as is possible, given protocols for distancing, cleaning, and traffic control.

The college’s enrollment is down 8% compared to a year ago, which is still pretty well compared to other schools that are down as much as 31%. The college has begun calling the students who registered and then dropped to find out what caused them to drop and whether it was because of technology needs. The Foundation has been extremely supportive in providing funding and technology to students who need it, but the college is working to actively reach out and try to bring those students back.

The college recently began a program called Student Pathways, in which an apprentice is embedded in each of the high schools to help students with matriculation, enrollment, financial aid, and the other processes to prepare them for college. The next step of this program is to begin introducing the college-going concept to elementary and middle school students. More details about this program will come out in the summer or fall.
Jill Duerig asked whether the library could be used to provide wifi or access to computers to help students struggling at home. Dr. Bishop replied that Ohlone has been a trendsetter in this area, opening a student study center in the library early in the pandemic for students to have a place to have reliable wifi and to be able to concentrate and study. The center was so popular that the college expanded the hours this semester to seven days a week.

G.3 Executive Director Report – Binh Nguyen began his report with an update on scholarships. As of this morning there are over 600 applicants, and we are offering 110 awards (40 of which are Promise Scholarships). Foundation staff has been working hard to reach out to the local high schools in Fremont, Newark, and New Haven Unified Districts, and sending weekly emails to current Ohlone students to inform students about the opportunities available. Students are required to turn in a letter of recommendation, and many of these don’t come in until the last minute. Binh then thanked Shirley Sisk and Sylvia Jimenez for volunteering to help with reviewing the applications.

The Foundation recently received $80,900 for the deaf studies program from Charlotte Whitacre, a former student at Ohlone, who left it to us in her estate when she passed. We are working with the Deaf Studies department to endow these funds and distribute a portion to support the program. We were recently awarded $2,500 from the California Chancellor’s Foundation office to promote the Earned Income Tax Credit and Young Child Tax Credit to our students.

In light of the anti-Asian-American violence that’s happening, we’re working to put together a special webinar. We’re inviting Dr. Bishop and our local leaders to have a conversation about how we can band together as local leaders to combat anti-Asian-American violence within our community. Mayor Nagy of Newark and Mayor Dutra-Vernaci of Union City have already committed, and we’re waiting for Mayor Mei of Fremont to confirm.

Binh then concluded the report by introducing Brandon Stewart as the new full-time Administrative Assistant, and Lura Poggi as the Interim Institutional Advancement Officer.

H. OHLONE COLLEGE FOUNDATION FINANCIAL REPORTS

H.1 2nd Quarter 2020/2021 Financial Statements – Farhad Sabit began by noting that the Foundation’s finances are organized in to three funds (Fund 83 – general unrestricted funds; Fund 88 – temporary restricted funds; and Fund 89 – permanent restricted [endowed] funds), and that he’d be reporting on the total of all three.

The increased market activity reported earlier has had a positive impact on our balance sheet. Combing the investments, the value increased by $400,000 in the 2nd
quarter compared to the 1st quarter. Net activity (income minus expenditures) for the 2nd quarter was $441,000. Ending fund balance is $7.9 million. Total revenue year-to-date is $336,928, $222,000 of which came in the 2nd quarter, and which includes $98,871 in District support. Total expenditures year-to-date is $460,000, including $272,000 distribution to the District for FF&E, $90,000 to the Lytton center, and $71,000 in pandemic relief to provide student hotspots and Chromebooks. $42,560 were distributed in Scholarships. Net income is negative $123,711, but this is not a cause for concern. The Foundation received a significant amount of funding last year and is now distributing it, which means the Foundation is meeting its objectives in supporting District programs.

Unrealized gain, or the market value of the investments, went up year-to-date to now $564,000. The investments are doing very well. Annual return since inception for the Fremont Bank Hyman Hall is 7.14%, compared to 5.68% in the 1st quarter. Weiner is at 4.18% compared to 3.5%, and Pacific Investments is 6.58% compared to 5.2% in Q1. Lytton Center is 6.93% compared to 3.59% in Q1, which has almost doubled. Short-term investment is 3.08% compared to 2.46%, and the DiMino Scholarship is 11.36% compared to 6.22% in Q1.

Julie Zhu moved to approve the 2nd Quarter financial statements. Shirley Sisk seconded.

AYES: (Bishop, Zhu, Harrison, Wright, Hatton, Willett, Campbell, Duerig, Douglass, Huezo, Fuerniss, Jimenez, Sisk, Nguyen, Dela Rosa, Sharma) NOES: (0), ABSTAIN: (0) motion passed.

I. NEW ITEMS

I.1 Annual Conflict of Interest – Julie Zhu announced that this is our March meeting, and therefore all board members need to certify their annual conflict of interest statements. Conflict of Interest forms were sent electronically to all board members to complete.

J. INFORMATION ITEMS

J.1 2021 Scholarship Ceremony – Binh Nguyen

Last year, the Foundation held a virtual reception, which didn’t really do it justice. The executive committee has already endorsed the idea of a drive-through reception. The ceremony will be held May 26, one week after graduation, on the Fremont campus. Students would drive up to what we call the Promenade outside building 7 to receive their award. [Binh then showed a video from the recent drive-through employee awards ceremony to illustrate.] Dr. Bishop would be there with our board chair and myself to
award the student their scholarship. Everyone has a mask on and is practicing all the safety measures, but still having a meaningful award ceremony.

We also looked at the space in Newark. We’d set up stage in the courtyard, with chairs spaced 5-6 feet apart. We’re working with our COVID manager and the Return to Campus committee to make sure we can do it safely in-person. Binh then indicated that he thinks the safest option right now is the drive through, but as conditions improve, we may be able to do the Newark option. The ceremony is about 8 weeks out, but Foundation staff is working as quickly as possible.

J.2 Measure G Update – Chris Dela Rosa
The college started occupying the new buildings in January 2020, but only had two months to use them before the campus shut down due to COVID. As of today, the District has spent 94.7% of the funds given by the Foundation for buying furniture, fixtures, and equipment, with $415,000 left unspent. Unfortunately, it took longer than expected to spend the funds and complete all the requisitions due to COVID. As activities return to campus in the next few months, we are waiting for the faculty to go back to their classrooms and labs to see if there are some small things we missed in order for our faculty to provide an excellent learning environment for our students.

K. BOARD COMMENTS
Binh Nguyen suggested that we should think about a get-together in the second half of the fall to properly welcome Dr. Bishop as our new President/ Superintendent and provide an opportunity for the community and the board to meet him. Julie Zhu indicated they will add this to future Executive Committee meetings to plan the event.

L. ADJOURN
L.1 Julie Zhu adjourned the meeting at 12:34 pm.

Respectfully submitted,

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Dr. Brad Hatton, Secretary

All attached documents can be found online at:
https://www.ohlone.edu/foundation/about-us/board-meetings

Pursuant to Government Code 54957.5: Supplemental materials distributed less than 72 hours before this meeting, to a majority of the Foundation Board will be made available for public inspection at this meeting and at the Foundation’s Office located in Bldg. 20, Room 206, 43600 Mission Blvd., Fremont, CA 94539, during normal business hours. Materials prepared by Foundation staff and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection.
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