



**Chabot College Foundation  
Board Meeting Minutes  
March 17, 2008  
Chabot College Board Room • Hayward, California**

**Meeting called to order by Chair John Gutierrez at 6:02 pm.**

**In Attendance**

**Voting Members:** Ed Bullok, Chad Mark Glen, John Gutierrez, Richard Hong, Farhad Javaheripour, Michael Sweeney, Kathleen Wilson, Bob Wood

**Advisory:** Melinda Matsuda

**Ex-Officio:** Dr. Celia Barberena

**Staff:** Heidi Finberg

**A quorum was not established.**

**Agenda accepted by consensus.**

Minutes of the December 3, 2007 Board Meeting were tabled due to lack of quorum.

Notes from the February 11, 2008 Brainstorming Session were reviewed. Additional comments regarding Dr. Barberena's desire for positive communication between the campus and Foundation were noted.

**Funding Strategy Task Force**

Bob Wood reviewed "The Fundraising Big Five" and noted that the most important role of each Board Member is fundraising.

Wood reviewed the outcomes identified by the task force at their Feb. 29 meeting, as well as recommendations. Discussion ensued on the outcomes and our ability to realistically do each one with our volunteers and staff. It was agreed by consensus that we should focus on "deep pockets" and large corporations as new prospective donors. Dr. Barberena suggested that board members continue to identify potential donors and to keep moving forward and then evaluate the process and results in 6 months, 9 months and a year.

Other items of discussion included identifying the benefits of giving and how a donor benefits; connecting our campus with industries who rely on workforce development; approaching construction vendors; keeping events separate from other fundraising efforts; looking at the Board make-up and ensuring it is reflective of our needs.

Chair Gutierrez asked Wood to continue with the committee.

**Fund for Excellence Task Force**

The Task Force was unable to meet. The Summation from the October 2007 meeting and the draft funding application was reviewed. Committee will continue to meet and make recommendations for Fall funding.

**A Blooming Affaire Report**

Finberg reported on the spring fundraiser timelines and announced that Alameda County Supervisor Gail Steele had been selected as the honoree for the Gladiator Award. Glen suggested that a process be developed for future selection.

**Chabot College President's Comments**

Dr. Barberena stated that she is committed to working with the Foundation and encouraged the Board to put one foot in front of the other towards progress. She will look forward to hearing a report on our success in six months as a result of the excellent planning taking place now.

**Chair Comments**

Gutierrez reported on the Executive Committee's meeting with Dr. Barberena. The Executive Committee is in support of the campus needs identified by Dr. Barberena: Enrollment, Accreditation, Budget and Construction. He would like to see the Foundation focus on the Fund For Excellence and revitalizing the President's Circle in the coming year.

**Major Gifts Report**

Finberg reported on the receipt of the pouring rights payment of \$10,000 from Pepsi and the \$35,000 unrestricted gift from the bequest of Marjorie Golightly.

**Adjournment**

There being no further business, Chair Gutierrez adjourned the meeting at 7:22 pm.

***Respectfully Submitted by:***

*Tamara Papazian, Secretary*

*Heidi Finberg, Assistant Director*