

**work2future Foundation Board Meeting
MEETING MINUTES
September 21, 2016**

Call to Order: 2:01 P.M.

I. QUORUM VERIFICATION

Members Present: Benny Boveda, Jason Cameron

Members Absent: Dr. Ingrid Thompson

Staff Present: David Mirrione, Lawson Peters

II. CLOSED SESSION

a. Personnel Discussion

Mr. Mirrione provided an update regarding the status of personnel, evaluations, and changes in staffing levels.

b. Board Member Appointments

The Board reviewed and accepted the applications for Dr. Marzieh Nabi and Sara Moghadam.

c. Fiscal Update

Mr. Mirrione provided the Board with an overview of the May - July 2016 Statements of Financial Position and Statement of Financial Activities. The Board also reviewed and discussed the proposed 2016-17 work2future Foundation operating budget including the impacts on staffing levels with a staff recommendation to approve. Staff also provided an update on the funds raised for 2016-17.

Motion: Benny Boveda

Second: Jason Cameron

Unanimous approval and acceptance of the work2future Foundation's November and May - July 2016 Statements of Financial Position and Statement of Financial Activities. Unanimous approval and acceptance of the work2future Foundation's 2016-17 Operating Budget.

III. CHANGES TO THE AGENDA

No changes to the agenda were made.

IV. PUBLIC COMMENT

No public comments were made.

V. **OPENING REMARKS:** Read by Chair Benny Boveda

VI. **AGENDA ITEMS**

1. **Old Business**

1. **ACTION: Approval of the Minutes of the May 26th, 2016 work2future Foundation Board meeting.**

Motion: Benny Boveda

Second: Jason Cameron

Unanimous approval and adoption of the May 26th, 2016 work2future Foundation Board meeting minutes.

2. **New Business**

1. **DISCUSSION: 2015-16 WIOA Program Updates**

Mr. Mirrione provided the board with an update on the 2015-16 WIOA and HIRE Programs.

2. **DISCUSSION: 2016 Youth Summer Employment Program**

Mr. Mirrione provided the board with an overview of the 2016 summer youth employment programs.

3. **ACTION: Fiscal Update**

Mr. Mirrione provided the board with an overview of the November and February - April 2016 Statements of Financial Position and Statement of Financial Activities.

Motion: Denise Boland

Second: Jason Cameron

Unanimous approval and acceptance of the work2future Foundation's November and February - April 2016 Statements of Financial Position and Statement of Financial Activities.

5. **DISCUSSION: Technology Update**

Mr. Mirrione provided an update regarding the technology based upgrades for the work2future Foundation. Mr. Mirrione provided an update on the status of the server deployment, active directory implementation, and updates to the website.

C. **Set Items for Next Agenda**

- **September 2016 Board Meeting Minutes Approval**
- **Program Updates**

- **Fundraising & Financial Updates**
- **Marketing Update**
- **Board Chair Discussion**

D. Announcements: There were no announcements.

E. Next Meeting

The next work2future Foundation meeting is scheduled for Thursday, October 27th, 2016 at 5:15 pm at the San Jose Job Training Center, 1601 Foxworthy Avenue, San Jose, CA 95118.

IV. PUBLIC COMMENT: There were no public comments.

V. ADJOURNMENT: The meeting was adjourned at 3:16pm