

**work2future Foundation Board  
Meeting MEETING MINUTES  
March 22, 2018**

**Call to Order: 5:30 p.m.**

**I. QUORUM VERIFICATION**

**Members Present:** Jason Cameron, Dr. Marzieh Nabi, and Joe Foster

**Members Absent:** Sara Moghadam

**Staff Present:** Kimberley McCoy, Stacey Sauber, Sean Guess, and Harold Wilson

**Quorum verified at 5:52 p.m.**

**II. CLOSED SESSION**

**Fiscal Update w/Staffing and Recruitment Information and Fundraising Report**

Finance Manager Stacey Sauber provided the Board with an overview of the December 2017 and January 2018 Statement of Financial Position and Statement of Financial Activities.

**Motion:** Jason Cameron

**Second:** Joe Foster

**Unanimous approval and acceptance of the work2future Foundation's December 2017 and January 2018 Statements of Financial Position and Statement of Financial Activities.**

Interim Executive Director Kim McCoy provided the Board with an overview of current fundraising efforts.

Interim Executive Director Kim McCoy discussed activities aligned with the recruitment of a new Executive Director.

**III. CHANGES TO THE AGENDA**

At the request of the Chair, changes to the agenda and public comment were moved to directly after opening remarks and the programs update was presented prior to approval of the January minutes and closed session because a quorum was not verified until 5:52 p.m.

**IV. PUBLIC COMMENT**

No public comments were made.

**V. OPENING REMARKS** Opening remarks were read by Chair Jason Cameron.

**VI. AGENDA ITEMS**

**A. Old Business**

**1. ACTION: Approval of the minutes from the January 25, 2018 meeting of work2future Foundation Board.**

Action on this item was delayed until after program updates based on

the need to verify a quorum.

**Motion: Jason Cameron**

**Second: Joe Foster**

**Unanimous approval and adoption of the January 25, 2018 work2future Foundation Board meeting minutes.**

**B. New Business**

**1. DISCUSSION: Director's Update**

Ms. McCoy provided the board with an update.

**2. DISCUSSION: Programs Update**

Discussion of this item was moved to after before approval of the minutes based on the need to verify a quorum.

Mr. Wilson provided the board with an update.

Mr. Guess provided the board with an update.

A written report by Mr. Huynh was provided for review by the Board as related to SJ Works, as Mr. Huynh was unable to attend the meeting.

**3. DISCUSSION: Board Development**

Ms. McCoy provided the board with an update.

**C. Set Items for Next Agenda**

- March 22, 2018 Board Meeting Minutes Approval
- Fiscal Update to include Staffing and Executive Recruitment
- Board Development
- Director's Update
- Program Update

**D. Announcements**

There were no announcements.

**E. Next Meeting**

The next work2future Foundation meeting is scheduled for Thursday, April 26, 2018 at 5:15 pm at the San Jose Job Training Center, 1601 Foxworthy Avenue, San Jose, CA 95118.

**VII. ADJOURNMENT**

The meeting was adjourned at 6:29 p.m.

**Motion: Jason Cameron**

**Second: Joe Foster**