

work2future Foundation Board
MEETING MINUTES
August 23, 2018
Call to Order: 5:36 p.m.

I. QUORUM VERIFICATION

Members Present: Joe Foster

Members Absent: Dr. Marzieh Nabi and Sara Moghadam

Staff Present: Jose Rivera, Kimberley McCoy, Stacey Sauber, and Robin Rodoni

No quorum verified.

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 May 2018 Statement of Financial Position and Statement of Financial Activities and an overview of the Foundation Budget Amendment.

Motion: None

Second: None

No approval by the work2future Foundation's May 2018 Statements of Financial Position and Statement of Financial Activities or Foundation Budget Amendment took place, as there was no quorum.

Executive Director Jose Rivera provided the Board with an overview of current fundraising efforts.

Executive Director Jose Rivera presented a letter of resignation provided by Chair Jason Cameron. A request was made by the Executive Director to have Member Joe Foster act as Board Chair until another Board Chair could be duly nominated and elected. Member Joe Foster accepted.

Motion: None

Second: None

No approval by the work2future Foundation Board of the resignation of Board Chair Jason Cameron, as there was no quorum.

III. CHANGES TO THE AGENDA

There were no changes to the agenda, as no items could be moved due to the lack of a quorum.

IV. PUBLIC COMMENT

No public comments were made.

V. OPENING REMARKS

No opening remarks were made, as no guests were present, and no quorum was established.

VI. AGENDA ITEMS

A. Old Business

1. **ACTION: Approval of the minutes from the April 26, 2018 meeting of work2future Foundation Board.**

Action on this item was delayed, as no quorum was established.

Motion: None

Second: None

No approval and adoption of the April 26, 2018 work2future Foundation Board meeting minutes, as there was no quorum.

B. New Business

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

Executive Director Jose Rivera provide the Board with an update

2. **DISCUSSION: Programs Update**

Executive Director Jose Rivera provided the board with an update of adult and youth programs.

3. **DISCUSSION: Board Development**

Executive Director Jose Rivera provided the board with an update.

C. Set Items for Next Agenda

- April 26, 2018 and August 23, 2018 Board Meeting Minutes Approval
- Fiscal Update, Including Reports and Budget Amendment
- Board Development
- Director's Update
- Programs Update

D. Announcements

There were no announcements.

E. Next Meeting

The next work2future Foundation meeting is scheduled for Thursday, October 25, 2018 at 5:15 pm at the San Jose Job Training Center, 1601 Foxworthy Avenue, San Jose, CA 95118.

VII. ADJOURNMENT

The meeting/discussion was unofficially adjourned at 6:25 p.m.

Motion: None

Second: None