

work2future Foundation Board
MEETING MINUTES
October 25, 2018
Call to Order: 5:29 p.m.

I. QUORUM VERIFICATION

Members Present: Joe Foster, Dr. Marzieh Nabi

Members Absent: Sara Moghadam

Staff Present: Jose Rivera and Kimberley McCoy

II. CLOSED SESSION

Fiscal Updates thru June 2018 w/Staffing and Recruitment Information and Fundraising Report

Executive Director Jose Rivera provided the Board with an overview of the June 2018 Statement of Financial Position and Statement of Financial Activities and an overview of the FY 2018 Foundation Budget Amendment and the FY 2019 Budget with the updated Fundraising Report.

Motion: Joe Foster

Second: Marzieh Nabi

Unanimous approval of the work2future Foundation's June 2018 Statements of Financial Position, Statement of Financial Activities, the FY 2018 Foundation Budget Amendment and the FY 2019 Foundation Budget.

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

III. CHANGES TO THE AGENDA

There were no changes to the agenda.

IV. PUBLIC COMMENT

No public comments were made.

V. OPENING REMARKS

VI. AGENDA ITEMS

A. Old Business

1. ACTION: Approval of the minutes from the April 26 and August 23, 2018 meeting of work2future Foundation Board.

Motion: Joe Foster

Second: Marzieh Nabi

Unanimous approval of the April 26 and August 23, 2018 work2future Foundation Board meeting minutes.

B. New Business

1. DISCUSSION: Director's Update

Executive Director Jose Rivera provided the Board with an update

2. ACTION: Board Chair Resignation

Motion: Joe Foster

Second: Marzieh Nabi

Unanimous approval to accept the resignation of Board Chair Jason Cameron

3. ACTION: Board Chair Appointment

Motion: Joe Foster

Second: Marzieh Nabi

Unanimous approval to appoint Board Member Joe Foster as Interim Board Chair.

4. DISCUSSION: Programs Update

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

5. DISCUSSION: Board Development

Executive Director Jose Rivera provided the board with an update, including the need to actively recruit and onboard new members.

C. Set Items for Next Agenda

- October 25, 2018 Board Meeting Minutes Approval
- Fiscal Update – to include reports covering financial activities, position, and fundraising
- Board Development – to include activities around Board recruitment and a possible event for Board recruitment
- Director's Update
- Programs Update

D. Announcements

There were no announcements.

E. Next Meeting

The next work2future Foundation meeting is scheduled for Thursday, December 13, 2018 at 5:15 pm at the San Jose Job Training Center, 1601 Foxworthy Avenue, Room 20, San Jose, CA 95118.

VII. ADJOURNMENT

The meeting/discussion was officially adjourned at 6:20 p.m.

Motion: Joe Foster

Second: Marzieh Nabi

The meeting was adjourned.