

work2future Foundation Board
MEETING MINUTES
February 14, 2019
Call to Order: 5:15 p.m.

I. QUORUM VERIFICATION

Members Present: Joe Foster, Frank Romero

Prospective Member Present: Leslie Parks

Members Absent: None (See Board Member Resignation Action Item.)

Staff Present: Executive Director Jose Rivera, Associate Director Kimberley McCoy, Human Resources Director Robin Rodoni, Staff Accountant Janie Tubbs, and Data & Marketing Analyst Harold Wilson

II. CLOSED SESSION

Closed session business took place after New Business was conducted in the published order.

Fiscal and Fundraising thru December 2018 w/Staffing and Recruitment Information

Executive Director Jose Rivera provided the Board with an overview of the December 2018 Statement of Financial Position and Statement of Financial Activities, and current fundraising efforts.

ACTION: Board Approval of Financials thru December 2018.

Motion: Joe Foster

Second: Frank Romero

Unanimous approval of the work2future Foundation Financials thru December 2018.

III. CHANGES TO THE AGENDA

The agenda was changed to reflect a need to conduct New Business first, followed by Old Business, and finally, Closed Session.

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 December 13, 2018 meeting of work2future Foundation Board.

Motion: Joe Foster

Second: Frank Romero

Unanimous approval of the December 13, 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 Member Resignation

Motion: Joe Foster

Second: Frank Romero

Unanimous approval to accept the resignation of Board Member Dr. Marzieh Nabi.

3. ACTION: Board Member Recommendation and Vote

Motion: Joe Foster

Second: Frank Romero

Unanimous approval to add new Board Member Leslie Parks.

4. ACTION: Approval of Board Meeting Dates thru December 2019

Motion: Joe Foster

Second: Frank Romero

Unanimous approval of the following dates, all Thursdays:

April 18

June 20

August 15

October 17

December 19

5. DISCUSSION: Programs Update

Executive Director Jose Rivera and Data & Marketing Analyst Harold Wilson provided the board with an update of WIOA programs and San Jose Works.

6. DISCUSSION: Board Development

Executive Director Jose Rivera provided the board with an update.

C. Set Items for Next Agenda

- February 14, 2019 Board Meeting Minutes Approval
- Fiscal Update – to include reports covering financial activities, position, and fundraising with staffing implications
- Board Development – to include activities around Board recruitment
- Director's Update
- Programs Update
- Action Item – to appoint new Board Treasurer

D. Announcements

There were no announcements.

E. Next Meeting

The next work2future Foundation meeting is scheduled for Thursday, April 18, 2019 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 6:12 p.m.

Motion: Joe Foster

Second: Frank Romero

The meeting was adjourned.