

work2future Foundation Board MEETING MINUTES

April 18, 2019

Call to Order: 5:15 p.m.

I. QUORUM VERIFICATION

Board Members Present: Joe Foster, Frank Romero

Board Members Absent: Leslie Parks

Staff Members Present: Associate Director Kimberley McCoy, Staff Accountant Janie Tubbs

Staff Members Absent: Executive Director Jose Rivera

II. CLOSED SESSION: Notice Placed – Door of Room 20

A. Employee Evaluation of Employment/Discipline/Dismissal (Government Code Section 54957.1)

ACTION: Board Vote on Personnel Action and Related Resolutions

Motion: Joe Foster

Second: Frank Romero

Unanimous approval of action and passage of resolutions prepared by counsel retained by Foundation Board of Directors.

B. Financial Reports thru March 2019

Staff Accountant Janie Tubbs provided the Board with an overview of the March 2019 Statement of Financial Position and Statement of Financial Activities, and current fundraising efforts.

NO ACTION

The Board tabled discussion of financials thru March 2019. Additional work will be completed, and financial reports will be presented at the next regularly scheduled meeting of the Board of Directors.

Closed Session Sign Removed – Door of Room 20

ANNOUNCEMENT by Interim Board Chair Joe Foster – 5:47 p.m.

Return to Open Session – Notification of Personnel Action taken in Closed Session

III. CHANGES TO THE AGENDA

No changes were made 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 February 14, 2019 meeting of work2future Foundation Board.

Motion: Joe Foster

Second: Frank Romero

Unanimous approval of the February 14, 2019 work2future Foundation Board meeting minutes.

B. New Business

1. DISCUSSION: Director's Update

Associate Director Kim McCoy provided the Board with an update due to the absence of Executive Director Jose Rivera.

2. ACTION: Board Treasurer Appointment

Motion: Joe Foster

Second: Frank Romero

Unanimous approval to appoint Staff Accountant Janie Tubbs as Board Treasurer.

3. DISCUSSION: Programs Update

Associate Director Kim McCoy provided the Board with an update due to the absence of Executive Director Jose Rivera.

4. DISCUSSION: Board Development

Associate Director Kim McCoy provided the board with an update due to the absence of Executive Director Jose Rivera.

C. Set Items for Next Agenda

- April 18, 2019 Board Meeting Minutes Approval
- Fiscal Update – to include reports covering financial activities, position, and fundraising
- Board Development – to include activities around 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, June 20, 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 6:15 p.m.

Motion: Joe Foster

Second: Frank Romero

The meeting was adjourned.