



**work2future Foundation Board
SPECIAL MEETING MINUTES
May 31
Call to Order: 3:30 p.m.**

- I. **QUORUM VERIFICATION** – Quorum verified and noted by Board Secretary at 3:31 p.m.
Board Members Present: Joe Foster, Frank Romero
Board Members Absent: None
Staff Members Present: Associate Director Kimberley McCoy, Staff Accountant Janie Tubbs
- II. **Interim Board Chair Joe Foster noted changes to the agenda, announcing the planned order.**
- III. **Interim Board Chair called for public comment. No members of the public were present. No public comment was offered.**
- IV. **Interim Board Chair read opening remarks.**
- V. **Open Session - New Business items conducted first, going in the order noted below.**
 - a. Amendment to work2future Future Foundation Bylaws to Revise Number of Directors (Item VI.B.3.)
ACTION: Board Vote on Amendment to Bylaws
Motion: Joe Foster
Second: Frank Romero
Unanimous approval and passage of resolution prepared by Counsel to amend bylaws.
 - b. San Jose Works Program Update (Item VI.B.2.)
DISCUSSION: No action taken
Acting Executive Director Kim McCoy provided an update on the progress made by the San Jose Works Team.
 - c. Consider Contract Amendment to FY 2019 Contracts with City of San Jose for WIOA and SJ Works Programs (Item VI.B.1.)
ACTION: Board Vote on Contract Amendments
Motion: Joe Foster
Second: Frank Romero
Unanimous vote and passage of resolution prepared by Counsel to decline to execute amendments and dissolve nonprofit.
- VI. **Old Business**
 - a. Approval of Minutes from April 18, 2019 Board Meeting (Item VI.A.1.)
ACTION: Board Vote on Approval of Minutes
Motion: Joe Foster
Second: Frank Romero
Unanimous vote to approve the minutes from the April 18, 2019 Board Meeting.

VII. Closed Session – Sign hung on door of Room 20 after announcement by Interim Board Chair Joe Foster that Board would be going into Closed Session.

- a. Appointment, employment, evaluation of performance, discipline, or dismissal of a public employee (Item II.A)

ACTION: Board Vote

Motion: Joe Foster

Second: Frank Romero

Unanimous vote on evaluation of public employee and action taken based on said evaluation.

VIII. Return to Open Session – Sign removed from door of Room 20 after announcement by Interim Board Chair Joe Foster that Board would be going back into Open Session.

New Business Items to include the following:

- a. **Director's Update** (Item VI.C.)
Acting Executive Director Kim McCoy provided an update.
- b. **Set Items for New Agenda** (Item VI.D.)
Financial Reports – Action
Program Reports – Discussion
Director's Update – Discussion
Approval of May 31 Special Board Meeting Minutes – Action
Board to consider title of current Foundation Acting Executive Director – Action
- c. **Announcements** (Item VI.E.)
There were no announcements.
- d. **Next Meeting Date and Time** (Item VI.F.)
Discussion and identified need to have a Friday, June 14 Special Meeting of the Foundation Board. Board Member Frank Romero will be unavailable for the regularly scheduled June 20 Board Meeting.
- e. **Adjournment** (Item VII.)
The meeting was officially adjourned at 4:01 p.m.
Motion: Joe Foster
Second: Frank Romero
The meeting was adjourned.