

CAL STATE EAST BAY EDUCATIONAL FOUNDATION

Board of Trustees Meeting Minutes Friday, June 26, 2020 Online Meeting via Zoom

Trustees Present: Ruth Bley, Richard Carson, Debbie Chaw, Randall Davis, Patrick Devine, Evelyn Dilsaver, Bette Felton, James Hannan, Edward Inch, Bill Johnson, Allen Kwan, Kumar Malavalli, Louis Miramontes, Leroy Morishita, Nitu Nanda, Cherrie Nanninga, Janet Owen, Marvin Remmich, Richard Sherratt, James Songey, Gary Wallace, Allen Warren

Trustees Absent: Jack Acosta, Tessie Guillermo, Howard Hyman, Derek Jackson-Kimball, Kent Kelley, Johan Klehs, James Klescewski, Daisy Maxion, Micky Randhawa

Staff Present: Lori Bachand, Natalie Feulner, May Hernandez, Valerie Schutz, Travis Nelson, Fern Tyler, Richard Watters

I. Call To Order / Approval of Minutes:

Chair Devine called the Cal State East Bay Educational Foundation Board meeting to order at 10:02am with a quorum present.

April 3, 2020 Board Meeting Minutes: The board reviewed the minutes from the April 3, 2020 Board meeting. On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: The board approves the minutes from April 3, 2020.

Motion by: Richard Sherratt Seconded by: Bette Felton Motion: Passed

II. Cal State East Bay President's Report:

Dr. Leroy Morishita thanked all the trustees for their time and dedication to the university. He gave a detailed report on the universities' continued response to the global pandemic, as well as a state budget update. He also reported out on other items that would affect the upcoming fall semester including enrollment, athletics programs, and university facilities with the overall message that the university is doing everything to be responsive to changing conditions. The board discussed the challenges both economically and socially we face in the upcoming year.

III. Chair's Report:

Chair Devine thanked all trustees for their volunteer service over the previous year. He announced all annual documents (typically signed in person at this annual meeting) will be transitioned to Adobe Sign, and that each trustee should fill out and return the Conflict of Interest Statement as it is an audit requirement.

IV. Finance & Investment Committee:

Chair Dilsaver went over the investment performance report as of 3/31/20. We are under weight on our target allocations, but given the global economic situation, the markets have been fluctuating wildly and changes daily. Our investment advisor moved us to a bit more conservative position, but he advised us to give the market some time to respond and we will have the option to adjust in the future depending on how the market behaves.

Vice President & Treasurer Debbie Chaw went over the estimated FY 19/20 budget EOY actuals, as well as the draft budget for FY 20/21. The FY 19/20 actuals are technically 07/01/2019-05/31/2020 and forecasted through FYE. We thought we would perform better on current use fundraising, however, revenue is still on target even though the last quarter was adversely affected by global conditions. There was a reduction in endowment administration fees given the economic downturn. Our expenses were not as high as forecasted so we are still within the range budgeted.

The Finance & Investment Committee met in April and discussed the FY 20/21 Operating Budget. Under normal budgeting practices and the endowment base being lower than anticipated, revenue was adversely affected. It was decided to wait until the Executive Committee meeting on 5/14/20 to approve the budget in order to allow more time for economic reaction. Given revenue estimates were still low, it was decided to present a balanced budget, approved at the Executive Committee and presented to the board for ratification.

FY 20/21 Operating Budget: The board reviewed the FY 20/21 Operating Budget. On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: The board ratified the FY 20/21 Operating Budget and reserves approved by the Executive Committee on May 14, 2020.

Motion by: Bette Felton

Seconded by: Richard Sherratt

Motion: Passed

Vice President & Treasurer Chaw also reviewed the endowment distribution, approved at the Executive Committee on May 14, 2020, distribution calculated at \$728,352.77. She informed the board that while some endowments were underwater due to the last quarter downturn, they will likely remain in that state, but the university plans to still distribute those endowment distributions as the market will correct with time. Scholarships will be critical in the coming year, so the university is making every effort to keep that financial support intact.

Ratification of FY 20/21 Endowment Distribution: The board reviewed the FY 20/21 Endowment Distribution. On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: The board ratified the FY 20/21 Endowment Distribution approved by the Executive Committee on May 14, 2020.

Motion by: Richard Sherratt

Seconded by: Janet Owen

Motion: Passed

V. Campaign Steering Committee:

Chair Klehs was excused from this meeting and Vice President Bill Johnson gave the report in his absence. He reviewed the new fundraising report layout with the board, and explained some of

the new data features. One new item was adding CAE (cash and equivalents) to this report, which is a productivity number especially important during economic downturns. He announced that, despite the last quarter being difficult, we still highly performed, achieving the second highest fundraising year in CSUEB history, ending FY 19/20 with \$12M. He thanked his team in Advancement and his board peers for helping the university achieve this milestone.

VI. Nominating Committee:

Chair Richard Sherratt stated that the committee has not met due to the national crisis, but he worked closely with Vice President Johnson on the FY 20/21 Nomination Slate presented for the boards review and approval. He announced that for FY 20/21, Ruth Bley agreed to be Secretary of the Board, as former Secretary Jim Klescewski had completed his term. Patrick Devine would begin his second term as Chair, and Bette Felton would continue with her second term as Vice Chair. He reviewed the remainder of the slate with the board, as well as the committee assignments, and encouraged trustees to join a committee of their choosing.

Approval of FY 20/21 Nominations Slate: The board reviewed the FY 20/21 Nomination Slate. On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: The board approved the FY 20/21 Nomination Slate.

Motion by: Richard Sherratt Seconded by: Richard Carson Motion: Passed

Approval of FY 20/21 Committee Slate: The board reviewed the FY 20/21 Committee Slate. On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: The board approved the FY 20/21 Committee Slate.

Motion by: Richard Sherratt Seconded by: Janet Owen Motion: Passed

VII. University Advancement Update:

Vice President of Advancement Bill Johnson gave a report on activity during FY 19/20 which led to the second highest fundraising year in university history. He called upon his leadership group members to report out on their department's success' throughout the prior year that helped us attain the goal. He concluded his report with a brief update on progress towards the CORE and Applied Sciences Center, as well as a forward look to FY 20/21 for the division.

VIII. New or Old Business:

With no further business to discuss, Chair Devine adjourned the meeting at 11:57am.

Dated: June 26, 2020


Ruth Bley (Mar 15, 2021 15:23 PDT)

Ruth Bley, Secretary

Recorded by May Hernandez, Educational Foundation Analyst