

# SAN BRUNO

## Community Foundation

### *Board of Directors*

Emily Roberts, *President* • Jim Ruane, *Vice President* • John P. McGlothlin, *Secretary* • Tim Ross, *Treasurer*  
Raul Gomez • Nancy A. Kraus • Malissa Netane-Jones  
Leslie Hatamiya, *Executive Director*

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## MINUTES

### SAN BRUNO COMMUNITY FOUNDATION

#### Special Meeting of the Board of Directors

January 13, 2020

6:00 p.m.

#### Meeting Location:

San Bruno City Hall, 567 El Camino Real, San Bruno

- 1. Call to Order/Welcome:** President Roberts called the meeting to order at 6:00 p.m.
- 2. Roll Call:** Board Members Roberts, Ruane, McGlothlin, Ross, Gomez, Kraus, and Netane-Jones, present.
- 3. Public Comment:** None.
- 4. Presentation:** Recognition of San Bruno Police Chief Ed Barberini for his service to the San Bruno community and his support of the San Bruno Community Foundation

On behalf of the Board, President Roberts honored outgoing San Bruno Police Chief Ed Barberini, who was named Police Chief of the City of San Mateo. She presented a framed proclamation to Chief Barberini, acknowledging his contributions to the Foundation and the San Bruno community. She described Chief Barberini as a forward-thinking, community-minded leader and a committed partner for the Foundation on the First Responder Effectiveness Strategic Initiative. Other Board members echoed President Robert's remarks and recognized all that Chief Barberini has done for San Bruno. Chief Barberini addressed the Board, thanking Board members for the recognition and the Foundation's work.

- 5. Closed Session:** Public Employee Performance Evaluation Pursuant to Government Code section 54957: Executive Director

There was no reportable action.

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**6. Approval of Minutes:** December 4, 2019, Regular Board Meeting: Vice President Ruane moved to approve the minutes of the December 4, 2019, Regular Board Meeting, seconded by Board Member Kraus, approved unanimously.

### **7. Consent Calendar**

- a. Receive and Approve Treasurer's Report (November 2019 Financial Statements)
- b. Adopt Resolution Appointing Members to the Investment Committee
- c. Adopt Resolution Appointing Members to the Audit Committee
- d. Adopt Resolution Appointing Member to the Ad Hoc Committee on Recreation and Aquatics Center Project
- e. Adopt Resolution Creating and Appointing Members to the Ad Hoc Committee on Vocational Education Strategic Initiative
- f. Adopt Resolution Creating and Appointing Members to the Ad Hoc Committee on Strategic Planning
- g. Adopt Resolution Creating and Appointing Members to the Ad Hoc Committee on Personnel

Vice President Ruane moved to accept the Consent Calendar as presented, seconded by Secretary McGlothlin, approved unanimously.

### **8. Study Session: Discuss Roles, Responsibilities, and Operating Norms of the Board of Directors**

The Study Session began with each Board member and the Executive Director introducing themselves to the group, including their personal and professional background, their interest in serving on the Foundation Board, ways they have been involved with the Foundation, and a favorite San Bruno memory.

Referencing the reading material in the meeting packet, Executive Director Hatamiya gave a brief overview of the governing responsibilities of the Board as a whole, the role of individual Board members in supporting the organization, the evolution of the SBCF Board from a working board to a governing board, and the board-executive director relationship.

Board Member Kraus, who served as the Foundation Board's original president, gave a summary of how the Board has functioned since its creation and how it has successfully functioned since 2013. She highlighted the core values underlying the Board's work, including respect, transparency, coming to

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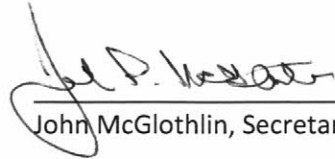
meetings well prepared, collegiality, governing by consensus, and never forgetting the circumstances that led to the Foundation's funding.

In the interest of time, President Roberts concluded the Study Session and said that the Board would consider next steps at a future meeting.

**9. Board Member Comments:** None.

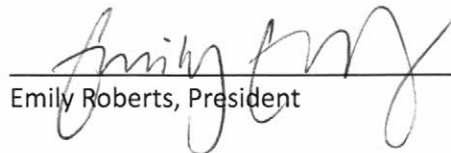
**10. Adjourn:** Vice President Secretary Ruane moved to adjourn the meeting at 8:31 p.m., seconded by Board Member Kraus, approved unanimously.

Respectfully submitted for approval at the Regular Board Meeting of March 4, 2020, by Secretary John McGlothlin and President Emily Roberts.



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John McGlothlin, Secretary



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Emily Roberts, President