I. Welcome Remarks/ Approval of Meeting Minutes

Chair Acosta started the Cal State East Bay Educational Foundation Board meeting at 8:05am with a quorum present.

June 16, 2016 Board Meeting: The board again reviewed the June 16, 2016 board meeting minutes. There was not a quorum present at the October 24, 2016 meeting, and therefore the minutes could not be approved then. There was a motion to approve the minutes at this meeting.

MINUTE ACTION: The board approves the minutes from June 16, 2016:

Motion by: Patrick Devine  
Seconded by: Jim Klescewski  
Motion: Passed

October 24, 2016 Board Meeting: The board reviewed the October 24, 2016 board retreat meeting minutes.

MINUTE ACTION: The board approves the minutes from October 24, 2016:

Motion by: Patrick Devine  
Seconded by: Bette Felton  
Motion: Passed
II. **Cal State East Bay President’s Report**

Dr. Leroy Morishita started his report by discussing the election and its impact on campus, and then went on to talk about the Board Retreat on October 24, 2016. He thanked the board for their attendance and how this would help with the capital campaign. He told the board about the monument letter project that would be starting on campus soon to increase visibility and give the campus a meeting point for new students, and allow graduating students photo opportunities. He stated that the project should be finished by 2017 Convocation.

Dr. Morishita went on to discuss current campus events, including the upcoming 3rd Annual President’s Etiquette Dinner and encouraged board members to sponsor and host tables.

III. **Executive Committee Report:**

Chair Acosta noted that the Executive Committee had not had a meeting since the retreat and there was no new business. He introduced new board member Kent Kelley to the group.

IV. **Form 990:**

Debbie Chaw discussed the form 990 and gave the board information on where they could locate the redacted version online if they wanted to look at it in further detail.

V. **University Advancement Update:**

President of the Board Tanya Hauck thanked the board for their participation in all the recent events including the retreat and campaign related events. She then called on each of the managers of each department within University Advancement to discuss one item that they do behind the scenes that the Board may not be aware of. Each Team Leader gave a short report on their areas. She also further discussed the upcoming 60th anniversary of the University as well as the sponsorship and planned giving campaigns associated with it and how these will help enhance the 60th anniversary celebrations.

VI. **Campaign Steering Committee Report:**

Co-Chair Patrick Devine discussed the campaign overview report with the board. He expressed that we need to focus more on creating endowments. He also noted that we are 60% to campaign goal at present.

Tanya Hauck introduced Provost Dr. Edward Inch and he presented about the plans relating to one of the campaign goals to raise money toward a new learning center/library replacement. He gave an overview of what a new space could support, and that it would be more in line with the technological needs with today’s student body. The Board brainstormed ideas around the building and what it could do to enhance student success.

VII. **Recap of Educational Foundation Retreat:**

Tanya Hauck and Kathleen Brady discussed and recapped the Ed Foundation Retreat. They talked about the donor commitment continuum and how this process can help with fundraising toward the campaign goal. They also talked about the tools available for the Trustees to use when speaking with potential donors. Tanya Hack further mentioned that there is a comprehensive campaign brochure in production that would be a good tool which will explain the purpose and goals of the campaign and how potential donors can get involved.
VIII. Adjournment:
With no further business to discuss, Chair Acosta adjourned the meeting at 9:37 a.m.

Dated: December 14, 2016

[Signature]

Mahla Shaghafi, Secretary

Recorded by May Hernandez, Executive Assistant to the Vice President of University Advancement

Action Items Noted: