

Trustees present: Evelyn Buchanan; Linda Renteria; Patrick Devine; Johan Klehs; Hank Salvo; Derek Jackson-Kimball; *Non-Committee Members Present:* Robert Scribner; Marvin Remmich

Absent: Cherrie Nanninga, Chair; Jack Acosta; Richard Sherratt

Staff present: May Hernandez, Director, Educational Foundation; Brad Vartan, Associate Vice President, Development; Fern Tyler, Director, Advancement Services & Analytics; Austin Rojan, Associate Director, Annual Giving

MINUTES

1. **Call to Order:** Evelyn Buchanan led the meeting in Chair Cherrie Nanninga's absence. Evelyn called the meeting to order at 2:15pm with a quorum present.
2. **Approval of June 15, 2023 Meeting minutes:** Evelyn asked the committee if they had any adjustments to the minutes. No changes were brought forward.
On motion duly made, seconded, and unanimously carried, the following Minute Action was taken:

MINUTE ACTION: The committee approves the minutes as prepared from June 15, 2023.

Motion by: Johan Klehs Seconded by: Derek Jackson-Kimball Motion: Passed

3. **Development Update**
 - a. **YTD Fundraising Report as of August 31, 2023:** Evelyn introduced Brad Vartan, Associate Vice President for Development to provide the fundraising update. Brad presented the fundraising report highlighting a positive trend in numbers. Compared to last year, we are significantly ahead, with figures standing at 1.1 to 2.9M. Despite falling short of last year's \$6M mark with a total of \$5.8M, the fundraising goal has been revised upwards to \$10M for the current fiscal year. He also discussed the addition of new employees, including the Director of Corporate & Foundation Relations, and the implementation of software aimed at improving team organization.
 - b. **Giving Tuesday & CSU East Bay Day of Giving:** Austin Rojan gave a presentation on Giving Tuesday in November and the new initiative, CSU East Bay Day of Giving which will occur on March 6, 2024.
4. **Vice President's Report**
 - a. **Staffing Update:** Vice President Evelyn Buchanan gave a brief staffing update. She also stated the fiscal year has commenced in a positive direction, with fundraising exceeding last year's figures. Evelyn highlighted upcoming goals and changes within the University Advancement department.
5. **Other Business:** None presented.
6. **Adjournment:** With no further business to discuss, Nanninga adjourned the meeting at 3:32pm.

Dated: October 5, 2023