

# SAN BRUNO

## Community Foundation

*Board of Directors*

Malissa Netane-Jones, *President* • Jim Ruane, *Vice President* • Raul Gomez, *Secretary* • Pak Lin, *Treasurer*  
Melissa Moreno • Supriya S. Perry • Irving Torres  
Leslie Hatamiya, *Executive Director*

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## MINUTES

### SAN BRUNO COMMUNITY FOUNDATION

#### Regular Meeting of the Board of Directors

January 4, 2023

7:00 p.m.

Meeting Conducted via Zoom

1. **Call to Order/Welcome:** Vice President Ruane called the meeting to order at 7:01 p.m.
2. **Roll Call:** Board Members Netane-Jones, Ruane, Gomez, Lin, Moreno, Perry, and Torres, present.
3. **Public Comment:** None.
4. **Presentation:** Recognition of Former San Bruno City Councilmember Linda Mason for her service to the San Bruno community and her support of the San Bruno Community Foundation

On behalf of the Board, Vice President Ruane honored former San Bruno City Councilmember Linda Mason, whose term concluded in December. He read a proclamation acknowledging former Councilmember Mason's contributions to the City and the San Bruno community, a framed copy of which former Councilmember Mason received from the Foundation. Other Board members also thanked former Councilmember Mason's service on the City Council. Former Councilmember Mason addressed the Board, lauding the Foundation as an important partner for the City and emphasizing the significant responsibility the Foundation Board has in administering the restitution funds from the 2010 gas pipeline explosion.

5. **Approval of Minutes:** December 7, 2022, Regular Board Meeting: Board Member Moreno moved to approve the minutes of the December 7, 2022, Regular Board Meeting, seconded by Treasurer Lin, approved unanimously by roll call vote.

Due to a loss of power at her house due to the storm occurring concurrently with the meeting, President Netane-Jones departed from the meeting.

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### **6. Executive Director's Report**

Executive Director Leslie Hatamiya reported on several items. First, she notified the Board that she had renewed Accounting Consultant Frank Bittner's contract for another year beginning December 1; she thanked Mr. Bittner for his work handling the Foundation's accounting books and financial statements.

She also reported that the Foundation filed its state and federal tax returns on time by the November 15 deadline.

### **7. Consent Calendar**

- a. Adopt Resolution Declaring the Continued State of Emergency and Need for the San Bruno Community Foundation Board of Directors and Other Foundation Legislative Bodies Subject to the Ralph M. Brown Act to Continue to Teleconference in Order to Ensure the Health and Safety of the Public Pursuant to AB 361
- b. Receive and Approve Treasurer's Report (November 2022 Financial Statements)

Board Member Moreno moved to accept the Consent Calendar as presented, seconded by Treasurer Lin, approved unanimously by roll call vote (Netane-Jones absent).

### **8. Conduct of Business**

- a. Receive Report on the San Bruno Recreation and Aquatic Center from the City of San Bruno

On behalf of the City of San Bruno, Project Manager Rod Macaraeg reported to the Board on recent progress on the Recreation and Aquatic Center Project. He reviewed work recently completed, including the reopening of City Park Way, and upcoming work scheduled at the construction site, public outreach related to the project, progress on plans to install a solar photovoltaic system at the center, and the project budget. Board members asked questions about the impact of winter storms on the construction schedule, surface materials for the creek bed, the roadway realignment, and the amount of project contingency remaining in the budget.

- b. Receive Report on Other Programs (Crestmoor Scholarship, Community Grants Fund, and Other Strategic Grants)

Executive Director Hatamiya noted that the 2023 Crestmoor Scholarship launched in early December, with a March 7, 2023, deadline, that the online application is available on the SBCF website, and that the Foundation will offer several virtual and in-person workshops on the application process for high school and community college applicants in early 2023.

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Ms. Hatamiya also reported that since the Board approved 23 Community Grants at the December meeting, staff has provided grant agreements to each grantee and is executing such grant agreements. She said staff is setting up grant check presentations and will be in touch with Board members to represent the Foundation and present the grant checks to the grantees, usually at the organizations' Board meetings or other appropriate events.

**9. Study Session:** Diversity, Equity, and Inclusion Training led by Jana Kiser and Bela Bhasin of Libertiva

The Board had planned to conduct a diversity, equity, and inclusion (DEI) study session led by consultants from Libertiva. Vice President Ruane announced that the consultants lost power in that evening's storm and were unable to connect to the meeting via Zoom. He said that the DEI session would be rescheduled at a later date.

**10. Board Member Comments:** Board Member Torres asked if the Foundation was helping the City communicate with community members about the storms on social media. Executive Director Hatamiya said that the Foundation would repost or retweet the City's posts.

**11. Adjourn:** Secretary Gomez moved to adjourn the meeting at 7:58 p.m., seconded by Board Member Torres, approved unanimously.

Respectfully submitted for approval at the Regular Board Meeting of February 1, 2023, by Secretary Raul Gomez and President Malissa Netane-Jones.



Raul Gomez, Secretary



Malissa Netane-Jones, President