

SAN BRUNO

Community Foundation

Board of Directors

Malissa Netane-Jones, *President* • Jim Ruane, *Vice President* • Raul Gomez, *Secretary* • Pak Lin, *Treasurer*
Jessica Inglima • Supriya S. Perry • Belinda Wong
Leslie Hatamiya, *Executive Director*

MINUTES

SAN BRUNO COMMUNITY FOUNDATION

Regular Meeting of the Board of Directors

April 2, 2025

7:00 p.m.

Meeting Location:

San Bruno Senior Center, 1555 Crystal Springs Road, San Bruno

- 1. Call to Order/Welcome:** President Netane-Jones called the meeting to order at 7:00 p.m.
- 2. Roll Call:** Board Members Netane-Jones, Ruane, Gomez, Pak, Inglima, and Wong, present; Board Member Perry, excused.

President Netane-Jones welcomed Jessica Inglima to her first meeting as a member of the Board.

3. Public Comment

Linda Mason requested that the Foundation conduct a public process like its first community listening campaign in 2015 to make a decision on how the remaining funds are to be spent, stated that the Foundation should consider funding a new library or the City's streetscape plan since Measure Q funds could be used to fund a fire station, and asked the Board to consider running the Foundation as a wholly volunteer organization. Legal Counsel Heather Minner noted that the Board would consider this comment under agenda item #7.

4. Approval of Minutes: March 5, 2025, Regular Board Meeting

Vice President Jim Ruane moved to approve the minutes of the March 5, 2025, Regular Board Meeting, seconded by Treasurer Lin, approved unanimously by roll call vote (Perry absent).

5. Executive Director's Report

Executive Director Hatamiya gave a brief report. She also welcomed Board Member Inglima to the Board and reported that she led an orientation session with her in March. She also thanked President

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Netane-Jones and Treasurer Lin for participating in the San Bruno City Council's interviews of Board applicants.

Ms. Hatamiya reported that the Foundation's commercial general liability, workers compensation, and directors and officers liability insurance policies all renewed on March 21, 2025, and that the Foundation executed a professional services agreement with Novogradac & Company for the Foundation's fiscal year 2024-2025 audit and tax preparation services.

6. Consent Calendar

- a. Adopt Resolution Adjusting Executive Director's Compensation
- b. Receive and Approve Treasurer's Report (February 2025 Financial Statements)

President Netane-Jones orally announced that the action in Item 6.a. is to provide a one-year increase in the Foundation's pre-tax employer contribution to the Executive Director's 403(b) retirement plan, from 5% to 10% of her salary, for the period beginning February 1, 2025, and ending January 31, 2026. She reported there would be no other changes to the Executive Director's compensation.

Treasurer Lin moved to accept the Consent Calendar as presented, seconded by Vice President Jim Ruane, approved unanimously by roll call vote (Perry absent).

7. Study Session: Receive Report from Ad Hoc Committee on Strategic Planning and Discuss Recommendation to Focus on Pursuing a Legacy Project, Particularly a New Fire Station No. 52, with the City of San Bruno and Winding Down All Other Programs

As Chair of the Ad Hoc Committee on Strategic Planning, President Netane-Jones provided a recap of the Board's recent strategic planning deliberations, including approving the sending of a letter to the San Bruno City Council expressing the Foundation's interest in exploring with the City potential options for a legacy project using the bulk of the Foundation's remaining net assets. She reported that on March 25, the San Bruno City Council created an ad-hoc sub-committee to engage in discussions with the Foundation about a potential legacy project, appointing Mayor Rico Medina and Councilmember Michael Salazar to serve on the sub-committee.

She then reported that the Ad Hoc Committee on Strategic Planning is in agreement on the following:

- Of the options the Board is considering, the Foundation should pursue using the bulk of the Foundation's remaining assets to fund one or two major legacy projects and wind down all other programs.
- The top choice for a legacy project is a new Fire Station No. 52 as the most realistically achievable project in the next several years and as an especially fitting capstone project that would directly serve the Crestmoor neighborhood and benefit all of San Bruno.

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- The Foundation should begin the process of winding down all other programs this fiscal year in order to maximize preservation of the Foundation's net assets for any legacy projects. The Foundation would finish the scholarship cycle that is currently in progress as scheduled, and neither the Crestmoor Scholarship nor the Community Grants Fund would be offered in fiscal year 2025-2026.
- The Foundation would focus its strategic grantmaking activities on the development and implementation of any legacy projects. The Foundation would also focus on the administration of previously awarded grants and scholarships, many of which are multi-year and involve additional payments of grant and scholarship funds and reporting obligations of grantees and scholarship recipients.
- The Foundation would look to trim operating expenses, as appropriate, to reflect the changes in program strategy.
- The Board would direct the Investment Committee to begin developing recommendations to update the Foundation's Investment Policy Statement and its Investment Operating Plan with Sand Hill Global Advisors to reflect the changes in program strategy.

President Netane-Jones noted that the Committee sought the Board's thoughts on these recommendations in preparation for the Committee's upcoming discussions with the City Council's ad-hoc sub-committee.

The Board received public comment from several community members. Nancy Kraus explained the history of the Foundation from her perspective as the Foundation's first Board President and expressed her support for the Committee's recommendations, including using the remaining funds to build a new Fire Station No. 52 as a legacy project and to do so quickly to maximize the funding available for such a legacy project. Jessica Carrillo noted the current uncertainty at the federal level and the ongoing cuts to funding, urging the Foundation to ensure that San Bruno continues to invest in both infrastructure and its people; she also encouraged the Foundation to consider how it might balance funding a legacy project like the fire station while also sustaining scholarships, grants, and other programs and suggested exploring opportunities to direct some funding toward San Bruno's public schools. Linda Mason noted the potential for a sports complex at Lions Field and the large number of people who use the San Bruno Library. She supported the need for fire station upgrades but reiterated her earlier comment that Measure Q funds can be used to fund a new fire station. She said that the Foundation and the City Council have taken the public out of discussions about using the remaining funds.

The Board engaged in a lengthy discussion. Noting the importance of the Board's pending decision, Board members expressed pride in all that the Foundation has already accomplished with the restitution funds, including the construction of the San Bruno Recreation and Aquatic Center, and noted that the Foundation has addressed many of the needs that were identified in the Foundation's two listening campaigns. Board members asked for more information and consideration of the pros and cons of each potential legacy project being considered. They acknowledged that the Foundation's remaining assets are a limited resource and the Foundation will not be able to fund all potential projects being considered, and so it is important to consider which options are most feasible in the next few years.

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Several Board members noted that the Foundation cannot make a decision in isolation and emphasized the importance of partnering with the City on a legacy project that makes sense for the City, both in terms of the community needs being addressed and the City's priorities, noting that Fire Station No. 52 appears to be the most practical and ready for engagement. Several Board members also raised the possibility of providing some funding to the San Bruno Park School District or the San Bruno Education Foundation. Board members expressed support for preserving as much of the remaining assets as possible in order to make a meaningful impact with the final legacy project(s) and winding down the Foundation's other programs. Some Board members suggested that the Foundation reach out to community partners like YouTube and Google to expand the funds available for any final legacy projects.

President Netane-Jones concluded the study session by noting that the Ad Hoc Committee will consider all of the feedback and questions raised at this study session, meet with the City Council's ad-hoc sub-committee, and come back to the Board with recommendations and next steps.

8. Board Member Comments

Treasurer Lin thanked President Netane-Jones for her hard work chairing the Ad Hoc Committee on Strategic Planning.

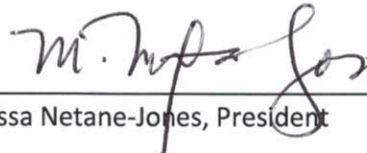
President Netane-Jones again welcomed Board Member Inglima to the Board of Directors. Board Member Inglima said she is thrilled to serve on the Board at an important juncture for the Foundation.

9. Adjourn: Treasurer Lin moved to adjourn the meeting at 8:11 p.m., seconded by Secretary Gomez, approved unanimously (Perry absent).

Respectfully submitted for approval at the Regular Board Meeting of May 7, 2025, by Secretary Raul Gomez and President Malissa Netane-Jones.



Raul Gomez, Secretary



Malissa Netane-Jones, President