

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*

MINUTES

SAN BRUNO COMMUNITY FOUNDATION

Regular Meeting of the Board of Directors

February 3, 2021

7:00 p.m.

Meeting Conducted via Zoom

1. Call to Order/Welcome: President Roberts called the meeting to order at 7:01 p.m. She noted the “new normal” after ten months of the pandemic and how many of the challenges facing the local and broader community evoke questions of equity, making the meeting’s focus on diversity, equity, and inclusion especially relevant.

2. Roll Call: Board Members Roberts, Ruane, McGlothlin, Ross, Gomez, and Netane-Jones, present; Board Member Kraus, excused.

3. Public Comment: None.

4. Approval of Minutes: January 6, 2021, Regular Board Meeting: Vice President Ruane moved to approve the minutes of the January 6, 2021, Regular Board Meeting, seconded by Board Member Netane-Jones, approved unanimously by roll call vote.

5. Consent Calendar

- a. Receive and Approve Treasurer’s Report (December 2020 Financial Statements)

Secretary McGlothlin moved to accept the Consent Calendar as presented, seconded by Board Member Gomez, approved unanimously by roll call vote.

6. Conduct of Business

- a. Receive Report on the Small Business Recovery and Assistance Program (COVID-19 Relief Grant) from Bay Area Entrepreneur Center Director Pcyeta Stroud

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Pcyeta Stroud, Director of the Bay Area Entrepreneur Center (BAEC) of Skyline College, reported on the San Bruno Small Business Recovery and Assistance Program, which is being funded by a \$100,000 grant from SBCF to the San Mateo County Community College District. In particular, she highlighted the micro grant component of the program and the recent virtual awards ceremony during which 16 San Bruno businesses participating in the Small Business Recovery and Assistance Program received financial assistance (grants of about \$4,000 each) to help with their recovery efforts. She noted that one of the key lessons the BAEC has “learned from this process and from our local merchants and entrepreneurs themselves is that funding turned out to be the carrot that helps to bring businesses in for the coaching that they very-much need, and that they are now benefiting from.” She said that since launching the micro grants program, the staff has seen an increase in coaching sessions, an increase in attendance, and an overall improvement in the participation from small businesses.

Ms. Stroud then introduced Danilet Fandino, owner of Flowers and Events by Dani, which is located at the Shops at Tanforan, and a recipient of a micro grant. Ms. Fandino explained how her business is using the grant to improve its social media marketing efforts and that, with the business coaching sessions she is in a better position to support her business as it copes with the challenges presented by the pandemic.

Ms. Stroud emphasized that San Bruno’s small businesses continue to need support, as they navigate constantly changing reopening conditions and requirements as well as various avenues for funding relief. She expressed a desire, on behalf of the BAEC and Skyline College, to continue offering the program and to seek a second round of funding from SBCF, which would primarily go towards providing additional financial support to the first round of grantees and grants to a second set of businesses. She offered to return next month with a full proposal.

Board Member Netane-Jones said she attended the awards ceremony and was humbled by the grant recipients, as they expressed their gratitude for the support. Several Board Members said they support the program and are gratified to see SBCF financial assistance go to businesses that need it. The Board also encouraged Ms. Stroud to prepare and submit a formal proposal for a second round of funding for the program.

7. Study Session: Diversity, Equity, and Inclusion Primer, led by Dr. Rona Halualani, Halualani & Associates

Dr. Halualani began the study session by reviewing what the Board had already accomplished in its first study session and in individual consultations with her. She led a discussion of the themes she has heard from Board members in terms of what they would SBCF to have accomplished in a few years with regard to diversity, equity, and inclusion (DEI). These themes included diversity on the Board, increased outreach to diverse community members, enhanced communication to the community of the Foundation’s DEI actions, and formalization of a DEI strategy. To stimulate discussion of where the Board would like to see the Foundation headed in terms of DEI, she proposed two possible future newspaper headlines reflecting SBCF DEI accomplishments.

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Dr. Halualani then led a discussion of what it means to commit to DEI as a community foundation. She presented two possible organizing frameworks: distributed DEI across all strategic planning goals, or central DEI goals. Board members discussed the pros and cons of both approaches as well as the potential for a hybrid approach. The Board brainstormed a number of different actions the Board could take to incorporate DEI into its strategic goals, such as incorporating DEI into the Foundation's existing guiding principles, adding DEI-related questions into its scholarship and grant applications, creating an advisory board or affinity groups, and diversifying communication efforts. Several Board members noted that much of the Foundation's work has reflected a DEI framework but that the Foundation has not specifically highlighted or communicated the work in a DEI-focused way. Board members also expressed a preference for focusing on a small number of action items and doing them well, as opposed to agreeing to a long list but doing most of them superficially.

In preparation for the Board's upcoming strategic planning deliberations, and Dr Halualani said she would create a list summarizing the Board's ideas after the meeting. She also said she would keep the Board's learning portal up through the summer and post additional materials that might be helpful, such as examples from other community foundation that have incorporated DEI concepts into their strategic planning goals.

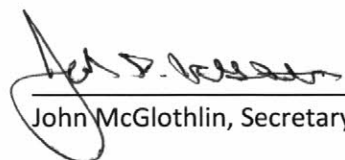
President Roberts concluded this discussion with a brief preview of the upcoming Community Listening Campaign, which will include an online survey, focus groups, and two community meetings to solicit feedback on community needs and priorities and SBCF's strategies moving forward.

8. Board Member Comments:

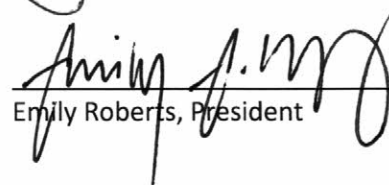
Board Member Gomez expressed his gratitude for the Board's DEI training.

9. Adjourn: Secretary McGlothlin moved to adjourn the meeting at 8:50 p.m., seconded by Board Member Gomez, approved unanimously.

Respectfully submitted for approval at the Regular Board Meeting of March 3, 2021, by Secretary John McGlothlin and President Emily Roberts.



John McGlothlin, Secretary



Emily Roberts, President