

Minutes of the twelfth Board Meeting of the Peninsula Bridge Education Foundation

Bridge Center
432A Stierlin Road
Mountain View, CA
October 25, 2019
2:30PM - 3:05PM

ATTENDEES:

Valerie Baldwin, President
Susan Zhang, Treasurer
Paul Davis, Secretary

Guest:

Mukund Thapa, SiVY

Valerie Baldwin, President, called the meeting to order at 2:37pm noting that Don Cohn and Anne Keyser could not attend but that a quorum was present. She also noted that this was the first meeting since January because it was determined in the Spring and Summer that there was no urgent business that required a meeting.

- 1) Valerie Baldwin made a motion to approve minutes of the January 25, 2019 board meeting. The motion was seconded by Susan Zhang and passed unanimously.
- 2) Treasurer's Report. Susan Zhang reviewed a YTD Profit and Loss statement which shows PBEF net income at \$-1,043.27. The Balance Sheet as of October 25, 2019 shows total liabilities and equity at \$16,567.05. This does not include SiVY assets which Mukund described as considerable.
- 3) The main agenda item for the meeting was to formalize approval of expenditures for the kitchen upgrade which total about \$3,500. After confirming that facility upgrades are included in the foundation's charter and fund raising materials Susan Zhang made a motion that Paul Davis seconded that the kitchen upgrade expenditures be paid by the Foundation.
- 4) Year end fund raising appeal was then discussed. A joint appeal with SiVY has been sent in late November or early December in recent years. It was not known if SiVY will see a need to raise additional funds this year but might want to issue an appeal as a way to communicate with supporters. Paul Davis took the action to communicate with Cheryl Haines and coordinate a joint fund raising appeal if desired by SiVY. Otherwise, Paul will send an appeal for the Foundation.
- 5) The next meeting is scheduled for January 2020. Paul noted that some directors may need to be reappointed to new two year terms and that all directors may need to sign the conflict of interest policy.
- 6) With no other business, the meeting concluded at 3:02.

Submitted by
Paul Davis, Secretary
October 26, 2019

Approved: December 27, 2019