

Board Meeting Minutes

Peninsula Bridge Education Foundation

via Zoom
September 24, 2020
3:00PM - 3:30PM

ATTENDEES:

Valerie Baldwin, President
Paul Davis, Secretary
Shankar Iyer

Guest:

Mukund Thapa, SiVY

Valerie Baldwin, President, called the meeting to order at 3:07pm noting that since our last meeting Don Cohn has resigned. Susan Zhang, Treasurer, submitted financials but was traveling and unable to participate. Valerie noted that this was the first meeting in a year due to reduced activity and logistical difficulties caused by the covid-19 pandemic. With a quorum present, the meeting proceeded.

- 1) Shankar Iyer made a motion to approve minutes of the December 27, 2019 board meeting. The motion was seconded by Paul Davis and passed unanimously.
- 2) Treasurer's Report. Susan Zhang submitted a YTD Profit and Loss statement which shows PBEF year-to-date net income at \$2,698.43. The Balance Sheet as of September 24, 2020 shows total liabilities and equity at \$23,464.33. This does not include SiVY. Mukund reviewed SiVY financial statements that showed a healthy balance; considerably more than a year ago when a just received contribution is included.
- 3) Valerie complimented the Lecture Series, noting that expenses are low despite their continuation online. Shankar described an effort to plan fund raising events with big name instructors for longer instructions periods, perhaps on weekend dates. A fund raising coordinator for his effort has been identified and Shankar was encouraged to coordinate with Valerie who did so much past work organizing the Celebrity Series.
- 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. Paul will again coordinate with SiVY which may not need to raise additional funds this year but might want to issue an appeal as a way to communicate with supporters. Otherwise, Paul will send an appeal for the Foundation.
- 5) The fact that folks are donating to the Foundation to help the Unit cover running costs for rent and other facilities expenses was discussed. It was suggested that a donate button could be more prominently displayed on the Unit website. Paul will discuss this with web master, Alan Templeton.
- 6) The Unit is discussing how to run the annual year end game which has traditionally been a fund raising event for local food banks. Paul will work with the Unit board to consider a charity game benefitting PBEF and one of the food banks.
- 7) The next meeting is scheduled after Unit 503 board elections, probably in January 2021. At that time, two new foundation board directors may need to be appointed to new two year terms.

8) With no other business, the meeting concluded at 3:25.

Submitted by
Paul Davis, Secretary
September 25, 2020

Attachments:

PBEF MIN 20200924 ATTCH BalanceSheetComparison-Sep24_2020

PBEF MIN 20200924 ATTCH ProfitandLossComparison-Sep24_2020

PBEF MIN 20200924 ATTCH SivyB Balance Sheet two years

PBEF MIN 20200924 ATTCH SivyB Profit & Loss two years

Approved: