

SAN BRUNO

Community Foundation

Board of Directors

Nancy A. Kraus, *President* • John P. McGlothlin, *Vice President* • Emily Roberts, *Secretary* • Ben Cohn, *Treasurer*
Patricia Bohm • Frank Hedley • Regina Stanback Stroud
Leslie Hatamiya, *Executive Director*

MINUTES

SAN BRUNO COMMUNITY FOUNDATION

Special Meeting of the Board of Directors

March 31, 2015

5:30 p.m.

**Meeting Location: San Bruno City Hall, Conference Room 115,
567 El Camino Real, San Bruno**

1. **Call to Order/Welcome:** President Kraus called the meeting to order at 5:35 p.m.
2. **Roll Call:** Board Members Kraus, McGlothlin, Roberts, Cohn, Bohm, Hedley, and Stanback Stroud present.
3. **Consent Calendar:**
 - a. Adopt Resolution Creating and Appointing Members to an Ad Hoc Committee Charged with Supporting Community Engagement and Listening Campaign

Vice President McGlothlin moved to adopt the consent calendar, seconded by Board Member Stanback Stroud, approved unanimously.

4. **Conduct of Business:**
 - a. Adopt Resolution Authorizing the Executive Director to Execute a Consulting Agreement with the Public Dialogue Consortium for the Creation and Implementation of a Community Engagement and Listening Campaign, for a Total Cost Not to Exceed \$34,000

Executive Director Hatamiya explained the need to solicit feedback from the community as the first step in the Foundation's strategic planning process. She reported on her efforts, with the assistance of President Kraus, Secretary Roberts, and Board Member Hedley, to vet consulting groups that specialize in community engagement work, which led to the recommendation to enlist the assistance of the Public Dialogue Consortium (PDC). She introduced Dr. Shawn Spano, PDC President and Senior Consultant and a professor of communication studies at San Jose State University, who outlined PDC's proposal for a community engagement and listening campaign consisting of a series of town hall meetings, focus groups, community conversations at San Bruno community events, and an online survey

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platform. She also introduced Ms. Keiva Hummel, a PDC associate attending the meeting. Following questions and dialogue from Board members, several members of the public commented on aspects of Dr. Spano's presentation.

Board Member Stanback Stroud motioned to adopt resolution authorizing the Executive Director to execute a consulting agreement with the Public Dialogue Consortium for the Creation and Implementation of a Community Engagement and Listening Campaign, for a total cost not to exceed \$34,000, seconded by Board Member Hedley, approved unanimously by a roll call vote.

5. Public Comment: None

6. Adjourn: Vice-Chair McGlothlin moved to adjourn the meeting at 6:33 p.m., seconded by Secretary Roberts, approved unanimously.

Respectfully submitted for approval at the Regular Board Meeting of April 16, 2015, by Secretary Emily Roberts and President Nancy Kraus.


Emily Roberts, Secretary


Nancy Kraus, President