



**Meeting of the Board of Directors
March 16, 2020 12:00 noon
NOVA – Sunnyvale Room**

Call to Order

Approval of Agenda

Action

Approval of Minutes of Meeting of June 19, 2019 (Enclosure)

Action

Follow-up from Retreat Discussion and Next Steps (Enclosure)

Discussion

Discussion of Fundraising Strategy

Discussion

NetSuite Update

Update

Recruitment of Foundation Director from NOVA WB

Discussion

Adjournment

NOVA Foundation
Annual Meeting of the Board of Directors

Draft Minutes

June 19, 2019

Present: Carl Cimino, Poncho Guevara, Frank Benest, Dennis Cima, Laura Stefanski
Secretary/Treasurer: Kris Stadelman
NOVA Staff: Jeanette Langdell

1. The meeting was called to order at 11:07 am.
2. It was moved by Mr. Benest and carried by voice vote that the Agenda be approved as submitted.
3. It was moved by Mr. Benest and carried by voice vote that the Minutes of the Meeting of June 14, 2018 be approved as submitted.
4. Annual Election of Directors: Mr. Benest moved to elect Mr. Benest, Mr. Cima, Mr. Cimino, Mr. Guevara, and Ms. Stefanski to the Board of Directors for fiscal year 2019/2020. The motion was carried by voice vote. (Note that approval of the appointments of the Foundation Directors will be a motion on the agenda for the September 25, 2019 meeting of the NOVA Workforce Board.)
5. It was moved by Mr. Cimino and carried by voice vote that the Board of Directors approve the Foundation Financial Statement.
6. The Board of Directors received a fundraising update for the Foundation. The majority of revenue is restricted (LinkedIn, Google.org).
7. Corporate Authorizing Resolution: Mr. Guevara moved to approve the Corporate Authorizing Resolution Re: Amended and Restated Articles of Incorporation, Bylaws, and Conflict of Interest Policy, and Agreement with the City of Sunnyvale. Ms. Stadelman provided background on the history leading up to the need for a formal agreement between the NOVAworks Foundation and the City of Sunnyvale. The agreement sets forth, among other things, that the City will act as the Foundation's fiscal agent and that the Foundation is a supporting organization of the City. The agreement necessitated small changes in the Bylaws, Articles of Incorporation, and Conflict of Interest Policy. The motion to approve the Resolution (including the amended supporting documents) was carried by voice vote.

8. Ms. Stadelman provided an update on the status of possible future fundraising efforts. The Board agreed to meet in October or early November to discuss these efforts.
9. The meeting was adjourned at 11:53 am.

Foundation Breakout Group Summary

Group 2: Chaired by Vice Chair P. Guevara: What priorities should the NOVAworks Foundation fundraising campaign focus on to help with the NOVA Workforce Board's work? Are there services, target groups, and/or research questions that you would recommend to the Foundation Board for fundraising? (See reverse for handout distributed to participants that contained examples of items that NOVA can't do because of funding restrictions and staff's wish list, as reference.)

- Funders want focus — need to identify a program or initiative (versus general funding)
- Separate out what to ask for from companies versus foundations
- Need an organizational infrastructure (NetSuite, including donor database, will help with this)
- Labor market research and studies that target subpopulations
- Boot camps for entrepreneurs: not venture capital-attractive companies but job-creating firms (e.g. green jobs space)
- A free staffing agency (database of workers and skills) for business and job seeker customers
- Help to prepare specific populations for green jobs (pre-apprenticeships)
 - Finding employers/opportunities
- Social enterprise: What would business pay for? Career development services, placements, upskilling?
- Identify the benefits/value-add to employers and to the local economy and use it to attract funders. What can we generate passion around?
- Earned income models — support other needs
- Focus on target populations and barriers — in-school youth population
- Advocacy for portable benefits
- Be prepared for change from federal dollars to public/private partnerships
- Are we filling gaps for WIOA or are we creating a social enterprise model that would generate enough funding to support other things?

NOVA Workforce Board Retreat
NOVAworks Foundation Small Group Discussion
January 22, 2020

NOVA's limitations with current WIOA funding:

- Limited funding does not fund service delivery gaps given the continual high demand for services and large geographic area that includes all of San Mateo County.
- Limited funding does not support enough services to effectively meet the needs of all target populations: persons with disabilities, formerly incarcerated, youth graduating from the foster care system, veterans, low income with limited transportation, child care and other supportive services, and others.
- Limited funding does not provide resources for labor market research necessary to identify current and future trends in industry sectors and occupations and prepare workers for the future of work.

NOVA wish list if we had more (unrestricted) funding:

- Training from schools or programs not on the state ETPL (ex. – online, bootcamps)
- Client database that could be sorted by skill and resume
- Funding for Adults who do not meet “priority” category
- Subsidized work: internships, returnships, work experience
- Supportive services such as bus passes and gas cards
- Hourly drop-in day care
- Mental health services
- Prizes for completed NOVA passports (verification of career navigation competencies)
- Mature Workers program for San Mateo County (Santa Clara County program only funds SCC residents)
- Research emotional/financial support needed for gig insecurity
- Portable benefits – work supports like health care, retirement, unemployment insurance
- Basic computer training like Microsoft Office or Google Suite
- Labor market reports to assist mature workers
- Volunteer database like job board
- Career development opportunities for staff – conferences, memberships, etc.
- Social entrepreneurship – customer-owned programming like ProMatch
- Best practices study

See summary of group discussion on reverse.