

## NOTICE OF MEETING AND AGENDA

### Board of Trustees Meeting of the Hakone Foundation

**\*\*MEETING IS IN-PERSON. ZOOM OPTION IF NEEDED\*\***

**Dinner at 6.30 pm**

**Thursday, August 17, 2023, 7 pm to 9 pm**

**Meeting Location: Lower House, Hakone Gardens**

**Zoom information will be sent if needed.**

I. ROLL CALL

II. REPORT ON POSTING OF AGENDA, August 14, 2023

III. Add emergency agenda items.

IV. COMMUNICATIONS FROM PUBLIC

#### Oral Communications on Non-Agendized Items

(Any member of the public will be allowed to address the Foundation Board for up to three (3) minutes on matters not on this agenda. The law generally prohibits the Foundation Board from discussing or taking action on such items. However, the Foundation Board may instruct staff accordingly regarding Oral Communications under Foundation Board Directions to Staff.)

#### Foundation Board Direction to Staff

Instruction to Staff Regarding actions on Communications on Non-Agendized Items

V. CONSENT CALENDAR (Members of the public may comment on any item for up to three minutes)

A. Minutes of the June 15, 2023 Hakone Foundation Board of Trustee meeting

Action: Approve the minutes.

VI. COMMUNICATION

VII. ACTION ITEMS

A. Election of Vice-Chairperson (Nominee is Bev Harada)

B. Election of new Board of Trustee member Bonnie Yamaoka (submitted by Nomination Committee)

VIII TREASURER'S REPORT (Members of the public may comment on any item for up to three minutes)

1. Year-end Closing report 2022-23

Action: Accept report

2. Review of 2023-24 budget after revisions approved at the June Board Meeting

Action: Accept report

3. Financial report ending July 2023

4. Update on banks and investments

IX . New Business (Members of the public may comment on any item for up to three minutes)

1. Report from Membership Committee  
Action: Discussions
2. Report on Fundraising Committee re. Year End Donation Appeal  
Action: Discussions
3. Board Meeting dates, including change to the December Meeting Date.  
Action: Approval from Board.
4. Potential trip to Sister Garden in Niigata, Japan, in the Fall of 2024.

X. REPORT FROM THE EXECUTIVE DIRECTOR (Members of the public may comment on any item for up to three minutes)

1. Monthly report  
Action: Discuss and Accept report.

XI. REPORT FROM THE BOARD CHAIR (Members of the public may comment on any item for up to three minutes), including important dates.

XII. ADJOURNMENT

In compliance with the Americans with Disabilities act, those requiring accommodations for this meeting should notify the Foundation's Office in advance. Please call 408-741-4994. Pursuant to Government Code, this agenda was posted at the Saratoga City Hall on Monday, August 14, 2023