

NOTICE OF MEETING AND AGENDA

Board of Trustees Meeting of the Hakone Foundation

**** MEETING IS IN-PERSON, ZOOM OPTION PROVIDED IF NEEDED****

Dinner at 6:30 pm.

Thursday, December 14, 2023.

Meeting Location : Lower House, Hakone Gardens

I. Roll CALL

II. REPORT ON POSTING OF AGENDA : December 11, 2023.

III. ADD EMERGENCY AGENDA ITEM.

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 minutes on matters not on the 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 Directors 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 up to three minutes).

1. Minutes of the October 19, 2023 Hakone Foundation Board of Trustee meeting.

Action: Approve minutes.

2. Minutes of Finance Committee Meeting on Nov. 17, 2023.

Action: Approve minutes.

3. Minutes of Executive Committee Meeting on Nov. 30, 2023.

Action: Approve minutes.

VI. COMMUNICATION

VII. TREASURER'S REPORT

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

1. Financial report ending November 2023.

Action : Discuss and accept report.

2. Update on banks and investments.

Action : Discuss and accept report.

3. Approve check log.

Action : Review and approve.

VIII. NEW BUSINESS

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

1. Change in By-laws regarding signatures requirement for disbursement of fund.

Action: Discuss and approve.

2. Approval for two budget items.

Action: Discuss and approve.

IX. OLD BUSINESS

1. Report from Fundraising Committee

Action: Discuss and approve.

2. Report from Cultural and Arts Committee

Action: Discuss and approve.

3. Report on potential trip to Japan

Action: Discuss and approve.

X. REPORT FROM THE EXECUTIVE DIRECTOR

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

1. Monthly Report

2. 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.)

XII. Upcoming Board Meeting and event dates.

XIII. 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 and www.hakone.com on December 11, 2023.
