

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, October 19, 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, October 16, 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 August 17, 2023 Hakone Foundation Board of Trustee meeting

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 September 2023

2. Update on banks and investments

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

1). Report on Internal Audit

Action: Discuss and accept report

2). Cultural and Arts Committee/subcommittees

Action: Discussion

IX . Old business

1. Progress Report from Membership Committee
Action: Receive report
2. Report on Fundraising Committee re. Year End Donation Appeal, Legacy Circle
Action: Discussion
3. Potential trip to Sister Garden in Niigata, Japan, in the Fall of 2024.
Action: Discussion and take action if needed.

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)

XII. Upcoming Board Meeting 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 on Monday, October 16, 2023