

A California Public Benefits Corporation

Corporation formed September 19, 2019

Corporation Number 4319346

Internal Revenue Service Approved Exempt Federal Income Tax Effective September 19, 2019

Donations tax deductible to the fullest extent allowed by law.

13 Executive Committee Minutes, April 28, 2020

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Purpose Statement: "The specific purpose of this corporation is to provide training, assistance, and encouragement to California School Proposition 39 Citizens' Bond Oversight Committee Members through development of training materials, delivery of online training, conferences, workshops, formation of regional groups of California Citizens' Bond Oversight Committees and representing common interest at the statewide level." (Articles of Incorporation, Section 4)

Standing Biweekly Executive Committee meetings on Tuesday's at 9:00AM to 10:30 AM, unless cancelled by President.

Zoom Call Instructions: meeting ID 537 490 749, password 106631 telephone if needed 1.669.900.6833

[REDACTED]

Please silence your cell phone.

MINUTES

Day/Date: Tuesday, April 28, 2020

Time: 9:00 AM to 10:30 AM

Place: Zoom (all meeting will be by Zoom)

Executive Committee Members: Jack Weir (President), Nick Marinovich (Vice President), Anton Jungherr (Secretary/Treasurer), and Carolyn Castillo (Director) ¹

Call to Order – Jack Weir at 9:28 am ²

Roll Call Executive Committee present on Zoom: – Jack Weir, Nick Marinovich, Anton Jungherr and Carolyn Castillo

Executive Committee absent: none

Other Board Members present on Zoom: Amadeo Rodriguez

Introductions other Participants – none

¹ Appointed to the Executive Committee on March 14, 2020 by Board of Directors in accordance with Bylaws Article 9, Section 1. Total Executive Committee membership is now four, three officers and one Director.

² Anton Jungherr Zoom issues caused a delay in the start of this meeting.

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OBJECTIVES 2020 ACTION

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Revise Objectives 2020

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At the March 14, 2020 Board of Directors meeting four 2020 objectives were approved.

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After the adoption of these objectives all California public schools were closed because of pandemic. In addition, CABOC \$10,045 grant application to Chamberlin Family Foundation was rejected and Moss Adams, LLP indicated that they could not consider a strategic partnership with us.

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Based on the current realities it is proposed that CABOC Objectives 2020 be amended as follows: Approved

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Current Objective	Proposed Amended Objective
Recruit 2,000 CABOC Members	Enter 1,000 names/email addresses into CABOC Constant Contact database. Publish a monthly newsletter starting in September 2020.
Prepare educational documents for display on the website.	Prepare and publish the following educational documents for display on the website: <ul style="list-style-type: none"> • Frequently Asked Questions • Effective Bond Oversight • Best Practices Checklist • One 15 minutes module of the basic training course

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Review CABOC Objectives 2020 Projects

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It is proposed that the *CABOC Objectives 2020 Projects* be reviewed and ^{updated} outdated at each Executive Committee meeting. The most current version is attached. – Agreed to review with each Project Owner at the May 12, 2020 Executive Committee meeting.

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ACTION

47

Revise Budget September 2019 to December 2020 (10)

48

It is proposed that the current budget, approved by the Board of Directors on March 14, 2020,

49

be revised per attachment. Approved.

50

DISCUSSION

51

Condolences to Dena Flores on the Death of her Mother

52

On behalf of President Jack Weir and the Board of Directors a Deluxe Pears, Apples and

53

Cheese Gift was sent to Dena Florez. Amadeo Rodriguez reported that Dena Florez had

54

received the fruit basket sent by the CABOC Board of Directors.

55

Chamberlin Family Foundation Grant Application for \$10,045 was Rejected on

56

April 14, 2020

57

Balance Sheet, April 25, 2020

58

Statement of Activities, September 2019 Through April, 2020

59

Good of the Order

60

Jack Weir agreed to take the lead to draft model CBOC Bylaws as one of the "Best Practice

61

CABOC Documents."

62

Jack Weir agreed to draft a Project Labor Agreement White Paper for consideration.

63

Anton Jungherr reported the death of Rudy Lozito the son of Linda Lozito our graphic

64

designer and Professional Advisor. It was agreed that condolences and a fruit basket would

65

be sent to Linda Lozito on behalf of the CABOC Board of Directors.

66

Carolyn Castillo agreed to provide more information on Leeds and Wells nation materials

67

certification programs.

68

It was agreed to implement the Constant Contact polling function to approve the Board

69

Director bios and pictures.

70

Jack Weir's April 25, 2020 draft President's Report was approved for distribution to Board of

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Directors and Professional Advisors.

72

It was agreed to solicit minimum contribution of \$50 from Board members.

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74 Anton Jungherr and Nick Marinovich agreed to try to arrange a Zoom call with Haney Hong,
75 CEO of the SDCTA, on Friday, May 1, 2020 at 11:00 AM about CBOC training.

76 Nick Marinovich agreed to send to the Professional Advisors the two documents (FAQ and
77 Effective Bond Oversight) he previously distributed for review to Board Members.

78 Items for Next or Future Agenda(s)

- 79 • Standing Committee Launch
- 80 • Database
- 81 • Meeting with Andrea Dawson on legislation
- 82 • Project Labor Agreements
- 83 • Partnering with a civic law firm on CBOC related litigation
- 84 • Digital presents

85 Subject Matter Issues (Parking Lot)

- 86 • Teacher housing
- 87 • Deferred maintenance
- 88 • Short equipment useful life

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INFORMATION ONLY

93

Minutes Last Executive Committee meeting, April 14, 2020

94

STANDING COMMITTEES

Training Materials	Dena Florez *, Chris Hanson, Anton Jungherr, Amadeo Rodriguez
Membership Recruitment	Anton Jungherr *, Judith Box, Dena Florez
Legislation	Andrea Dawson *, Ouraniar Riddle, Anton Jungherr, Sallie DeWitt Jack Weir, Nick Marinovich
Membership Customer Services	Nick Marinovich *, Carolyn Castillo, Dena Florez, Anton Jungherr
Public Relations	Ouraniar Riddle *, Dena Florez, Jack Weir, Anton Jungherr

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ADJOURNMENT EXECUTIVE COMMITTEE

97

Meeting adjourned by President Jack Weir at 10:19 AM

98

99

Date of Executive Committee minutes April 29, 2020

100

Minutes prepared by Anton Jungherr, Secretary

101

Distribution: Board of Directors and Professional Advisors

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California Association of Bond Oversight Committees

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NEXT MEETINGS

108

Executive Committee (bi-weekly meetings on Tuesday's at 9:00 AM, unless canceled by President) (All meeting via Zoom)

109

110

- May 12, 2020

111

- May 26, 2020

112

- June 9, 2020

113

- June 23, 2020

114

- Every Tuesday thereafter, unless canceled by President Weir

115

Southern California Visioning Workshop (on hold)

116

Board of Directors Quarterly Meetings (All meeting via Zoom)

117

- June 13, 2020

118

- September 12, 2020

119

- December 12, 2020

120

First Annual Membership Meeting

121

- June 2021 (tentative) (Consider scheduling on the same day as the June 2021 Board meeting and scheduling a Board social event on the same day)

122

123

124

*Do Parade
document*

Objectives 2020 ¹

update 4.28.20

1. Assign a liaison to each of the about 90-100 new CBOCs as a result of March 3, 2020 General Election. (Now estimated as 40)
2. Recruit 2,000 CABOC Members.
3. Recruit four Central/Southern California Board Directors.
4. Prepare educational documents for display on the website.

The format for this Projects Report was approved by the Executive Committee on April 14, 2020.

Row No.	Project Name	Objective	Owner * ²	Team *	Start Date	Schedule End Date	Status/Notes	Tab ³
1	Recruit four new Central/Southern California CABOC Board Members	3	AD	AR CC DF NM	3.14.20		AR provided lead Alex Rojas, CBO El Rancho USD, AJ will follow up	
3	Website	2	AJ	OR SD LH LL	1.10.20	5.31.20	WordPress developer Irene Milhorn. 4.3.20 Gregg Visineau agreed to be alpha tester on new website	X ⁴
5	Submit grant application to Chamberlin Family Foundation	2	AJ		3.2.20	4.14.20	April 14, 2020 application rejected	
2	Prepare directory of new CBOCs established at March 3, 2020 election	1	AJ		3.4.20	4.30.20	Final results extended by Governor as a result of virus	
6	Send Membership Certificates to current Professional Advisors	2	AJ		3.31.20	4.30.20		
4	Solicit contributions from Board Members	2	AJ		4.3.20	4.30.20		

¹ Objectives 2020 were approved by the Board of Directors on March 14, 2020.

² See a table of owners/team member initials and names at the end of this table.

³ This is reference to tab number in Anton Jungherr's Projects notebook for information on this project.

⁴ See separate Website Project Notebook.

CABOC Objectives 2020 Projects
As of April 23, 2020

Sorted by Owner

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Row No.	Project Name	Objective	Owner * 2	Team *	Start Date	Schedule End Date	Status/Notes	Tab ³
7	Leads for Central/Southern California Board Members	3	AR		3.31.20		3.31.20 AR/AJ need one lead discussed	
8	Research grant opportunities at City of Berkeley Public Library using their grant software	2	BS		3.14.20			
9	Prepare CBOC Best Practices Checklist for website	4	CC	AJ	3.31.20		AJ to send initial documents to CC	
12	Prepare CABOC Vision Statement	2	JW		2.8.20		Vision Workshop held on February 8, 2020	
10	Directory of Contra Costa County CBOC taxpayer representatives	2	JW		3.13.20			
11	Meeting Standing Committee Chairperson via Zoom	2	JW		3.14.20			
13	Hire Denise Sheehan as an independent contractor to perform duties as Executive Assistant	2	JW	AJ	3.31.20		Hold, pending funding	
14	Recruit Kevin Carlin, attorney, as Professional Advisor	4	JW	OR	4.1.20			
15	Track possible pro per taxpayer lawsuit in Bassett Unified School District	2	MC	AR	1.30.20		Director Amadeo Rodriguez was fired from the Bassett USD CBOC and is currently running for the Board of Education	
18	Leads for Central/Southern California Board Members	3	NM		3.12.20		3.12.20 NM/AJ need two leads discussed	
16	Negotiate a strategic partnership agreement with performance auditor Moss Adams, LLP	2	NM	AJ	3.14.20		4.14.20 Moss Adams, LLP cannot consider now	

CABOC Objectives 2020 Projects
As of April 23, 2020

Sorted by Owner

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Row No.	Project Name	Objective	Owner * 2	Team *	Start Date	Schedule End Date	Status/Notes	Tab 3
17	Negotiate partnership cooperation agreement with San Diego County Taxpayers Association	2	NM		3.31.20			
19	Prepare FAQ for website	4	NM		3.31.20			
20	Prepare Effective Bond Oversight for website	4	NM		3.31.20			
30	Draft letter to new CBOCs established based on March 3, 2020 elections	1	NM		4.14.20			
31	Draft letter to unsuccessful Districts based on results March 3, 2020 school bond elections	1	NM		4.14.20			
26	Business cards for Board Members	2	OR		3.6.20			
27	Design format to display CABOC Best Practices on website	2	OR		3.7.20			
28	Design press release format	2	OR		3.7.20			
23	Negotiate partnership cooperation agreement with California Grand Jury Association	2	OR	AJ	3.14.20			
24	Collect and edit biographies of Board Members and Professional Advisors for website	2	OR	CC	3.14.20			
25	Collect pictures of Board Members and Professional Advisors for website	2	OR		3.14.20			
21	Print membership application	2	OR	AJ	4.3.20		hold	
22	Print recruitment brochure	2	OR	AJ	4.3.20		hold	
29	Produce electronic newsletter, tentative name <i>The CABOC Digest</i>	2	OR	LL	4.3.20		See format prepared by LL	

03

CABOC Objectives 2020 Projects
As of April 23, 2020
Owner/Team Initials

Sorted by Owner

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Initials	Name
AD	Andrea Dawson
AJ	Anton Jungherr
AR	Amadeo Rodriguez
BS	Ben Steinberg
CC	Carolyn Castillo
CH	Chris Hanson
DC	Dennis Clay
DF	Dena Florez
JB	Judith Box
JW	Jack Weir
LC	Lori Chinn
LH	Lorraine Humes
LL	Linda Lozito
MC	Marcus Crawley
NM	Nick Marinovich
NR	Nancy Rieser
OR	Ouranar Riddle
SD	Sallie DeWitt
TP	Tom Panas
VH	Vanessa Hill

See current Directory Board of Directors and Directory of Professional Advisors for contact information.

This Project Plan can be sorted by object/owner, owner/object, object/project name, owner/scheduled end date, scheduled end date/owner, etc.

Gregg Visineau Project Planner has four useful project plan templates for these types of projects: documents, recruitment, partnerships and liaison.

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Comparison

	A	B	C	D	E
1	Program	Objective	Budget Version 3	Budget Version 2	Variance
2	Revenue (See Revenue Detail worksheet)				
3	Contributions	See Revenue Detail worksheet	7,350	9,000	(1,650)
4	Directors & Officers Liability Insurance Reimbursement	12 Directors x \$37	446	446	0
5	Total Revenue		7,796	9,446	(1,650)
6					
7	Expenses (See Expenses Detail worksheet)				
		Revised 4.24.20			
8	Membership Recruitment	recruit 25 members	210	510	(300)
9	Professional Advisor Recruitment	recruit 10 professional advisors	-	75	(75)
10	Visioning Workshops	Northern * and Southern CA	925	1,625	(700)
11	Website	build and maintain	2,581	2,371	210
12	Newsletters	monthly	300	300	0
13	Mailing List	1,000	518	1,766	(1,248)
14	CBOC Database	600 CBOCs	-	30	(30)
15	Social Media	start program	-	210	(210)
16	Program Management	normal operations **	1,284	1,841	(557)
17	Startup (one time)	setup new public benefits corporation	471	471	0
18	Total Expenses		6,289	9,199	(2,910)
19					
20	Revenue less Expenses		1,507	247	1,260
21					
22	Note: Budget version 2 was approved by the Board of Directors on March 14, 2020.				
23					
24	See revenue and expenses details on next pages.				
25					
26	*Northern California Visioning Workshop conducted February 8, 2020.				
27	Southern California on hold and is not budgeted in version 3.				
28					
29	**Includes \$446 budget expenses for Directors & Officers liability insurance. Offsetting reimbursement by Directors of \$446 is shown in revenue above.				
30					
31					
32	Anton Jungherr				
33	Secretary & Treasurer				
34	April 24, 2020				

10

Summary

	A	B	C
1	Program	Objective	Budget
2	Revenue (See Revenue Detail worksheet)		
3	Contributions	See Revenue Detail worksheet	7,350
4	Directors & Officers Liability Insurance Reimbursement	12 Directors x \$37	446
5	Total Revenue		7,796
6			
7	Expenses (See Expenses Detail worksheet) Revised 4.24.20		
8	Membership Recruitment	recruit 25 members	210
9	Professional Advisor Recruitment	recruit 10 professional advisors	-
10	Visioning Workshops	Northern * and Southern CA	925
11	Website	build and maintain	2,581
12	Newsletters	monthly	300
13	Mailing List	1,000	518
14	CBOC Database	600 CBOCs	-
15	Social Media	start program	-
16	Program Management	normal operations **	1,284
17	Startup (one time)	setup new public benefits corporation	471
18	Total Expenses		6,289
19			
20	Revenue less Expenses		
21			
22			
23	See revenue and expenses details on next pages.		
24			
25	*Northern California Visioning Workshop conducted February 8, 2020.		
26	Southern California on hold and is not budgeted.		
27			
28	**Includes \$446 budget expenses for Directors & Officers liability insurance. Offsetting reimbursement by Directors of \$446 is shown in revenue above.		
29			
30			
31			
32			
33			
34	Anton Jungherr		
35	Secretary & Treasurer		
36	April 24, 2020		

Revenue Detail

	A	B	C	D
1	Account	Source	Assumption	
2	Contributions	Anton Jungherr	received 11.22.19	1,000
3		Lori Chinn	received 1.8.20	1,000
4		Schwab Charitable Donor	received 12.17.19	4,800
5		Board Members	11x50 estimated	550
6		Total Contributions		7,350
7				
8	Insurance Reimbursement			
9		Board Members Directors & Officers liability insurance, \$1,000,000 limit, provides duty to defend, Travelers Casualty and Surety Company of America, Effective April 1, 2020 to April 1, 2021.	Each Director will be requested to pay \$37 to cover the cost of this insurance for one year. (12 x \$37 = \$446)	446
10			Total Revenue	7,796
11				
12				7,109
13		Actual cash received through 4.23.20		
14				687
15		As risk revenue		

Expenses Detail

	A	B	C	D	E
1	Program/Account	Assumption	Unit Cost	No. Units	
2	Membership Recruitment				
3	Membership brochure				
4	design	3 panel 8.5" x 11" - Linda Lozito (actual)	35	3	105
5	printing				-
6	Membership certificate				
7	design	Linda Lozito (actual)	35	2	70
8	distribution	PDF via email	0	0	-
9					
10	Membership application				
11	design	Linda Lozito (actual)	35	1	35
12	printing				-
13					
14				Total	210
15					
16	Professional Advisor Recruitment				
17	Computer Assistant	independent contractor			-
18					
19	Visioning Workshops				
20	Northern California (done February 8, 2020)				
21	number participants	20			
22	hours	8:30 AM to 3 PM - 6.5 hours			
23	space	rental (actual)			180
24	breakfast, lunch, refreshment	catering	20	20	400
25	materials				100
26	program	design Linda Lozito (actual)	7	35	245
27	travel	no travel			-
28	Total				925
29	Southern California				
30	number participants	20			
31	hours	8:30 AM to 3 PM - 6.5 hours			
32	space	rental			-
33	breakfast	catering			-
34	lunch	catering			-
35	refreshments	catering			-
36	materials	including program (use existing)			-
37	travel	Directors pay			-
38	Total				-
39		Grand Total			925
40					

California Association of Bond Oversight Committees
 Budget September 2019 to December 2020
 Expenses Detail

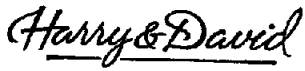
4/24/2020 9:36 PM

VERSION 3

	A	B	C	D	E
1	Program/Account	Assumption	Unit Cost	No. Units	Budget
41	Website				
42	design	design website and populate Linda Lozito/IGM Technologies, Inc.			2,000
43	hosting	FXDomains Business Website Builder 1 year			108
44	domain names	FX domain registration 2 years for 3 domains: bondoversight.net, bondoveright.org, bondoversight.com			83
45	Standard SSL	FX 2 years			80
46	maintenance	monthly maintenance	50	6	300
47	Anedot	credit card processing fees			10
48		Total			2,581
49					
50	Newsletters				
51		production and distribution - Linda Lozito - monthly, start July 2020	50	6	300
52					
53	Mailing List				
54	Computer Assistant	populate, independent contractor			-
55	Constant Contact	email marketing	37	14	518
56		Total			518
57					
58	CBOC Database				
59	Computer Assistant	build and populate			-
60					
61	Social Media				
62	Maintenance				-
63					

Expenses Detail

	A	B	C	D	E
1	Program/Account	Assumption	Unit Cost	No. Units	Budget
64	Program Management				
65	legal services	attorney pro bona			-
66	Directors & Officers liability insurance	offset by Director payments prorated share, see revenue above			446
67	CA Grand Jury Association	individual membership Anton Jungherr			30
68	Loomio software	Board decision making software			10
69	Statement of Information	Secretary of State			20
70	CA Department of Justice	Registration fee			25
71	bank account maintenance fee	Bank of America - 2 free months. free if balance minimum 3,000	16	8	128
72	Quarterly Board meetings	space rental for 3.14.20 only (actual)			180
73	Quarterly Board meetings	lunch for 3.14.20 only			200
74	Quarterly Board meetings	travel (Directors pay)			-
75	Zoom	Start November 2019	15	14	210
76	Anedot (credit card processing service)	4% + \$0.30/transaction			10
77	Office Expenses	paper, printer cartridges			25
78	CA Association School Business Officials	Conference registration fee (to have access to conference presentations and library)			-
79					
80		Total			1,284
81					
82	Startup (one time)				
83	Articles of Incorporation	CA Secretary of State			56
84	Federal tax exemption fee	IRS Form 1023 EZ tax exemption processing fee			275
85	Logo design	Linda Lozito (actual)			140
86		Total			471
87					
88	Grand Total Expenses Budget				



[Gift List](#)

[Lori](#)

[My Orders](#)

Order Confirmed

Thank you for your Order #W00885454167698

placed on April 21, 2020 19:02 PM

Success!

Your order is in process. You should receive an email with your order confirmation shortly. If the email hasn't arrived in 5-10 minutes, please check your spam/junk folder to see if the email was routed there.

Have questions, or need to change your order?

Call 1-877-322-1200

Have questions, or need to change your order?

Order Status

View your order status with our online order tracking page. Please note: if your order has already been shipped or delivered, we cannot make any changes or cancellation.

[TRACK ORDER](#)

Need to update your order?

You may be able to modify the recipient address, gift message, and delivery date. Orders that can be modified will show blue links in the editable sections.

[MODIFY MY ORDER](#)

For additional assistance: Call: [1-877-322-1200](tel:1-877-322-1200) Email: service@harryanddavid.com

Billing Address

Lori Chinn
121 Ash Ct
HERCULES, CA, 94547-1153
5106974161
lochi510@aol.com

Payment Information

Master Card
*****3122

Order Payment Summary

Merchandise:	\$54.99
Shipping Charge:	Free Shipping
Total Before Tax:	\$54.99
Estimated Tax:	\$0.00
Order Total:	\$54.99

Recipient 1 of 1: Send To: Dena Florez



Gift Details

Deluxe Pears, Apples, and Cheese Gift
Item # 13488X

Quantity: 1
Price: \$54.99

Shipping Address

Dena Florez
14438 Ragus St
LA PUENTE, CA 91744-1741 USA
Tel:
626-552-5662

Delivery Options

Estimated Arrival Date:
between Apr 25 - Apr 30, 2020

Gift Message

Card Message
Condolences to you on the death of your mother from all Board Members. Take care.
Jack Weir, President
CABOC

16

Subject: RE: California Association of Bond Oversight Committees - Grant Application
Date: 4/14/2020 5:16:15 PM Pacific Standard Time
From: sphillips@cffoundation.net
To: ajungherr@aol.com
Cc: msetty@cffoundation.net

Thank you for your patience in our review of your application. I pray that you and your family are faring well through this pandemic. I believe this is an event that will leave a lasting imprint on our way of life. This is serious. As such our organization is reassessing and evaluating how we will move forward organizationally. We will not be able to further consider your proposal at this time. That being said we will continue our support to our community partners through the community giving process as well as gratitude grants for teachers.

We continue to evaluate the landscape to improve learning outcomes for students. The equity gap for our students continues to persist and the implementation of distance learning in West County may only serve to exacerbate the gap in access and outcomes. Therefore, with the district in budget crisis as well as the community in the throws of this pandemic crisis, we are definitely doubling down attempting to partner and coordinate efforts with school leaders and district leaders to have as much impact into the classroom (analog and digital) as possible. This is our focus.

Thank you for sharing how your organization is developing at this time. I appreciate the great work you are doing for the taxpayers, kids and families of West County.

Stefanie

Dr. Stefanie P. Phillips

Chief Executive Officer

Chamberlin Family Foundation

sPhillips@cffoundation.net

Office (510) 837-3982

 SMALL LOGO

From: Anton Jungherr [mailto:ajungherr@aol.com]
Sent: Monday, March 30, 2020 5:52 PM
To: Stefanie Phillips <sphillips@cffoundation.net>
Subject: RE: California Association of Bond Oversight Committees - Grant Application

Thanks for the update.

Sent from AOL Mobile Mail
Get the new AOL app: mail.mobile.aol.com

On Monday, March 30, 2020, Stefanie Phillips <sphillips@cffoundation.net> wrote:

Hi Anton,

I wanted to let you know that I received this request. I also want you to know that our grant-making has largely paused at this time to assess what our most impactful response might be in this time of COVID and school closures. Please be patient with us as we spend at least the next several weeks aligning our actions to this new landscape. More to come.

All the best,

Stefanie

Dr. Stefanie P. Phillips

Chief Executive Officer

Chamberlin Family Foundation

sphillips@cffoundation.net

Office (510) 837-3982

 SMALL LOGO

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