

**LOCATION:** LACC Foundation Conference Room  
855 N Vermont Ave, Los Angeles, CA 90029

**ZOOM VIDEO CONFERENCE CALL**

**TIME:** 12:00 P.M.

**MINUTES**

**Attendance:**

**Members Present:** Marvin Hoffman (Chairman); Edward Dilkes (Vice Chairman); Julie Stromberg (Secretary); Bob Winters (Treasurer); Danny Chan; Dr. Mary Gallagher (LACC President); Nick Halaris; Dean Hansell; Mike Harriel; Joanne Hoffman; Margaret Martin Ph.D.; James Lancaster (VP, LACC Academic Affairs); Jerrod McClung; Michael Morgan; Andree Miller; DJ Moore; Robert Reeves; Alex Swart; Gerard Tamparong (Advisory Group); Jeff Zarrinnam; Lisa C. Nashua (Executive Director) and Robert Schwartz

**Members Absent:** Charlotte Bland (Advisory Group); Sandra Cuneo (Advisory Group); Alan Daniels; Joan Dangerfield; David Ford; Mickey Hong (President Academic Senate); Theo Kingma; Maria Reisch (Emeriti Association) Jessica Shaham and Lara Yeretsian

**Guests:** Daren Lynne; Helen Khachatryan and Silvia Martinez

**I. CALL TO ORDER**

**M. HOFFMAN**

- a) The meeting was called to order at 12:01 PM
  - i) APPROVAL OF THE CONSENT AGENDA ITEMS
    - (1) Minutes of January 25, 2022 and Special Board Meeting Minutes from March 10, 2022
    - (2) Alumni/Individual Outreach and Corporate/Foundation Outreach
    - (3) Financials and Credit Card statements through March 2022
    - (4) Jeff Zarrinnam moved to approve the items on the consent agenda as submitted.
      - (a) Danny Chan seconded the motion
      - (b) **Motion passed MSP**

**II. COLLEGE PRESIDENT'S REPORT**

**M. GALLAGHER/J. LANCASTER**

- a) Dr. Gallagher mentioned that back in January she told the board members that they will update them on all the Bond Projects. She asked Jim Lancaster to do the presentation today.
  - i) Jim Lancaster went on to share his screen with the Board and updated them on the Bond program by going over a power point presentation on the construction of the different buildings.
    - (1) A copy of this presentation was saved along with the other meeting materials.

**III. FOUNDATION REPORT**

**L. NASHUA**

- a) SWAP MEET
  - i) Lisa Nashua briefly mentioned that the swap meet is holding steady. The March 2022 revenue was \$32,878.00.
- b) BASIC NEEDS
  - i) Daren Lynne's monthly report was included in the meeting materials that were emailed to the Board.
    - (1) She briefly reported on the Basic Needs Program and Fresh Success and went on to mention that last week they went ahead and submitted the applications for the Emergency Food and Shelter Program. It's about \$532,000 in food, \$150,000 in rent support and about \$24,000 in hotel motel vouchers.
    - (2) She also applied to the Appropriations Committee for support with program expansion to able to hire additional positions.
    - (3) Daren went on to talked about the new signage by the front entrance of the Foundation office.
      - (a) This new marketing method promotes the different supports provided by Basic Needs and Fresh Success programs.
- c) GALA 2022
  - i) Lisa Nashua reported that the Gala Committee is moving along. They have honed on the theme "Fostering Student Success" which will focus on the Guardian Scholars students. They're also hoping to finalize the last two honorees in the next couple weeks.
    - (1) Alex Swart will be working on the design for the invitation and save the date

d) COMMITTEES & WORKING GROUPS REPORTS

i) NOMINATIONS COMMITTEE

E. DILKES/J. STROMBERG

(1) Ed Dilkes asked Julie Stromberg to speak about David Ryu.

(a) Julie presented to the board, the recommendation from the Executive Committee to appoint David Ryu to serve on the LACC Foundation Board. Julie has been working on getting David to join the Board for over a year.

(i) Julie Stromberg moved to nominate David Ryu to the LACC Foundation Board of Directors.

(ii) Ed Dilkes seconded the motion

(iii) **Motion passed MSP**

ii) AUDIT COMMITTEE

B. WINTERS/D. CHAN

(1) Update on 2021 Audit

(a) The 2021 Audit has been completed; however, Lisa Nashua is working with the auditors to make some adjustments.

iii) FINANCE AND INVESTMENT COMMITTEE

D. CHAN

(1) Update to LACC Foundation Investment Policy

(a) Lisa Nashua mentioned that Bob Winters is the Chair of this Committee and Ed Dilkes, Jerrod McClung, Danny Chan, Gerard Tamparong and Jeff Zarrinnam have also volunteered to be part of the Committee.

(i) There are two components that the policy is missing and need to be added. They are the Spending Rate and Rolling Average. Lisa Nashua to send out a meeting notification so that the Committee can discuss these updates to the LACC Foundation Investment Policy

iv) BY-LAWS UPDATE

L. NASHUA

(1) Lisa Nashua mentioned that she would like to recruit Board members to serve on the bylaws update Ad hoc Committee

(a) The members that agreed to be on this Committee are Julie Stromberg, Danny Chan, Andree Miller, Dean Hansell and Ed Dilkes

v) GUARDIAN SCHOLARS WORKING GROUP

R. REEVES/J. HOFFMAN

(1) Robert Reeves presented a handout about one of the Guardian Scholars. This handout was also sent to the Board. Robert Reeves mentioned that this working group has been meeting in person and by Zoom. Although they are trying to remain active it's basically just him and Joanne Hoffman who have been participating the most since a lot of the other members resigned. He mentioned that they need to recruit more members

(a) He spoke about the upcoming celebration for the Guardian Scholars graduates. This year there are about 15 Guardian Scholars students that will be graduating from LACC.

(i) These are Guardian Scholars students that are foster youth and because they are foster children they have no family support, so they cannot participate in graduation ceremonies since there's no one there for them.

(ii) For this reason, Robert Reeves and Joanne Hoffman asked for the Board support to sponsor a scholar so they can be able to participate in the graduation ceremony. The sponsorship amount would be about \$200. The students will receive a gift basket with some Guardian Scholars merchandise as well as a gift card. The donation can be done online by going to the Foundation website.

The meeting was stopped at 12:45 PM so that the Board members could get some lunch and it was reconvened at 12:54 PM

IV. TREASURER'S REPORT

R. WINTERS

a) FINANCIALS THROUGH March 2022 were approved by the Board members in the Consent Agenda.

i) Bob Winters reported that the total investment with Windward in cash and securities was \$44,954,807.46.

b) 2022 LACCF Budget – Approval

i) Bob Winters motioned to approve the 2022 LACC Foundation budget as submitted

ii) Alex Swart seconded the motion

iii) **Motion passed MSP**

V. FOUNDATION CHAIR'S REPORT

M. HOFFMAN

a) 2022 BOARD DUES & CONFLICT OF INTEREST FORM

i) Marv Hoffman mentioned that there are still some Board members that have not submitted their completed

2022 Conflict of Interest forms to Silvia Martinez. He also asked those who have not payment for the 2022 Annual Dues to do so now.

b) FUTURE PLANS

- i) Marvin Hoffman went on to inform the Board members that for the last five years he is been thinking about LACC Foundation after Marv. He shared that lately he's not been doing well and felt that it was time for him to retire. Marv entertain a motion to have Robert Schwartz replace him as the Chairman of the Foundation Board of Directors.
  - (1) Michael Morgan took the floor to speak on behalf of all the members of the Foundation Board to say that it has been a privilege to have Marvin Hoffman as the Chairman of the Foundation for all these years because almost everything good that happened at the Foundation has been at least in part, under Marv's leadership.
  - (2) Michael Morgan motioned to accept Robert Schwartz as the new Chairman of the LACC Foundation Board of Directors
  - (3) Danny Chan seconded the motion
  - (4) Marvin Hoffman asked if there were any other nominations besides Robert Schwartz to replace him as the Chairman of the Board. Hearing none the motioned was passed.
  - (5) **Motion passed MSP**
- ii) Marvin Hoffman asked Robert Schwartz to take over the meeting since he's now the new Chairman of the Board.

**VI. PUBLIC COMMENTS**

- a) Edna Santos, B.S. - PhD Candidate - Negus Lab
  - i) Lisa Nashua mentioned that Edna Santos is an alumna from LA City College, she was in the Ralph Bunche Scholars Program. She funded her own dissertation research by writing grants and other fundraisings.
  - ii) Edna Santos joined the meeting by Zoom and briefly spoke about her educational career and what she's currently working on these days.

**VII. ADJOURNMENT AND NEXT MEETING**

- a) The next meeting of the Board will be on July 26, 2022, at 12:00 PM.
- b) Meeting adjourned at 1:26 P.M.
- c) 2022 meeting calendars and the Board roster were included in the email distribution.

**NOTE: MSP=Moved Second Passed**

Approved and signed by: Julie Stromberg, Secretary \_\_\_\_\_