

LOCATION: LOS ANGELES CITY COLLEGE FOUNDATION
 Student Union Building – 3rd Floor Conference Room
 855 N. Vermont Avenue
 Los Angeles, CA 90029

TIME: 10:00 A.M.

MINUTES

Attendance:

Members Present: Marvin Hoffman (Chair); Bob Winters (Treasurer); Edward Dilkes (Vice Chair); Alan Daniels (Secretary); Jeff Zarrinam (via Conference Call); Mary Gallagher (LACC Interim President); Dan Walden (VP, LACC Academic Affairs) and Robert Schwartz (Executive Director)

Guest Present: None

I. CALL TO ORDER

M. HOFFMAN

- a. The Meeting was called to order at 10:11 A.M.
- b. Motion to accept minutes from November 28, 2017
 - i. Alan Daniels moved to accept the minutes as published
 - ii. Ed Dilkes seconded
 - iii. **Motion Passed MSP**

II. EXECUTIVE DIRECTOR'S REPORT

R. SCHWARTZ

- a. SWAPMEET – 2017 Results
 - i. The Swap Meet revenue was up \$3,153.93 from last year (2016)
 1. The Swap Meet commission for December 2017 was \$59,387.44 for both Saturday and Sunday
 2. Year-to-date total is \$674,455.22
- b. CORPORATE & FOUNDATION OUTREACH
 - i. Martha Pelayo submitted her 4th quarter Corporate & Foundation Relations Activity Report
 1. STEM Pathways Match – Renee Martinez Legacy Endowment Report

a) Donations - \$28,972	STEM Grant Match - \$28,972	Total after STEM Match - \$57,944
b) Pledges - \$5,000	STEM Grant Match - \$5,000	Total after STEM Match - \$10,000
c) Total all together - \$67,944.00		
- c. ALUMNI
 - i. Carole Wenger submitted her alumni report for the month of January.
 1. Carole is working in setting up a meeting in February with Patricia Gordon (Len Hill's wife). Patricia already paid off her husband's pledge of \$44,000 in December 2017
 2. Carole is also working with Milton Valera who has agreed to meet with her for the 3rd time and wants to support the Guardian Scholars. A \$25,000 check was received in December 2017 to create a scholarship for Guardian Scholars
 3. She continues to work with Nadine in the database cleanup, coding, bounce backs and also getting better posting materials with Janella
- d. GALA/EVENTS FOR 2018
 - i.

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. Interim President Gallagher briefly introduced herself and spoke about what she will be doing in the next few months particularly working in the budget. She also mentioned the options they have to use the Bond money for campus renovation. They also discussed the possibility of updating the Theatre Arts building with funds from the schedule maintenance fund.

IV. TREASURE'S REPORT

R. WINTERS

a. NOVEMBER and DECEMBER 2017 FINANCIALS AND CREDIT CARD STATEMENTS

1. The November and December 2017 financials and credit card statements were discussed and approved by the Finance and Investment Committee at their meeting following the Executive Committee meeting

V. BOARD CHAIR'S REPORT

M. HOFFMAN

- a. No Updates

VI. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:30 A.M.
- b. Next meeting is February 27, 2018 at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved and signed by: Alan Daniels, Secretary
