

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

TIME: 11:00 A.M.

MINUTES

Attendance:

Members Present: Marvin Hoffman (Chair); Bob Winters (Treasurer); Edward Dilkes (Vice Chair); Julie Stromberg (Secretary); Mary Gallagher (LACC Interim President); Dan Walden (VP, LACC Academic Affairs) and Robert Schwartz (Executive Director)

Members Absent: Jeff Zarrinam

I. CALL TO ORDER

M. HOFFMAN

- a. The Meeting was called to order at 11:00 A.M.
- b. Motion to accept minutes from April 24, 2018
 - i. Ed Dilkes moved to accept the minutes as published
 - ii. Bob Winters seconded
 - iii. **Motion Passed MSP**

II. EXECUTIVE DIRECTOR'S REPORT

R. SCHWARTZ

- a. Robert Schwartz briefly reported on the following items
 - i. Grant Writing
 1. Robert mentioned about a change in the grant writing side for LACC Foundation. Dr. Gallagher has brought a grant writer (Amy Hanf) who has already submitted an LOI to the Catalyst Fund and then we were invited to submit a proposal.
 - a) Amy Hanf is doing a great job so far. The idea is to have her write all the grants for both College and Foundation. Then the Foundation and the College will split the cost of her services.
 2. There was also a discussion again about getting the information from the different department chairs so we can look for the appropriate grant for them. One example is the music department; a proposal to the Ahmanson Foundation was on hold because of lack of information about the needs of the department.
 3. The Committee also discussed the topic about Harmony Project and the Music department
 - ii. The Committee members discussed the dates and times for the Executive Committee meetings preceding the Board Meetings.
 1. Ed Dilkes moved to set the Executive Committee meetings that precede any Board meeting for a week in advance of the Board meeting. However, there should be a 30 minutes executive committee meeting before the full Board meeting.
 - a) Bob Winters seconded
 - b) **Motion Passed MSP**
 - iii. SWAPMEET
 1. The Swap Meet revenue was up \$11,098.11 from last year
 2. The Swap Meet commission for April 2018 was \$59,382.93 for both Saturday and Sunday
 3. Year-to-date total is \$232,064

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. The Chancellor sent an email to all LACCD users announcing that Dr. Mary Gallagher has been appointed as the new LACC President. Dr. Gallagher's report was moved to the full Board.

IV. TREASURE'S REPORT

R. WINTERS

a. APRIL 2018 FINANCIALS AND CREDIT CARD STATEMENTS

- i. The April 2018 financials and credit card statements were discussed and approved Committee
 - 1. Bob Winters moved to approve the April 2018 Financials and Credit Card Statements as presented
 - 2. Ed Dilkes seconded
 - 3. **Motion Passed MSP**

V. BOARD CHAIR'S REPORT

M. HOFFMAN

- a. Marv Hoffman mentioned that we need to get more board members.
- b. Ed Dilkes reported that John Kulback has resigned from the Board

VI. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:45 A.M.
- b. Next meeting is June 26, 2018 at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved and signed by Secretary, Julie Stromberg:
