

LOCATION: ZOOM CONFERENCE
1 669 900 6833 (US Toll) Meeting ID: 952 6008 4054

Join from PC, Mac, Linux, iOS or Android: <https://laccd.zoom.us/j/95260084054>

TIME: 11:00 A.M.

MINUTES

Attendance:

Members Participating: Marvin Hoffman (Chai); Edward Dilkes (Vice Chair); Bob Winters (Treasurer); Julie Stromberg (Secretary); Jeff Zarrinam (Member-at-Large); Danny Chan; Mary Gallagher (LACC President); Mike Kalustian (President, Academic Senate) and Robert Schwartz (Executive Director)

Guests: Silvia Martinez

I. CALL TO ORDER

M. HOFFMAN

- a. The Meeting was called to order at 11:05
- b. A.M.
- c. Motion to accept minutes from November 17, 2020.
 - i. Bob Winters moved to accept the minutes as published.
 - ii. Julie Stromberg seconded
 - iii. **Motion Passed MSP**

II. EXECUTIVE DIRECTOR'S REPORT

R. SCHWARTZ

- a. Robert Schwartz gave a report on the following items.
 - i. SWAP MEET
 1. Robert mentioned that there was nothing we can do right now because we are not going to push to get a reopen when restrictions are going the opposite direction. We will just wait until after the holidays and hope that the holidays sales do not cause even further restrictions.
 - a) The Swap Meet revenue was down **\$469,196.74** from last year.
 - b) The Swap Meet commission for November 2020 was \$0.00 for both Saturday and Sunday.
 - c) Year-to-date total is \$132,174.07.
 - ii. ALUMNI AND CORPORATE/FOUNDATION ENGAGEMENT
 1. The Committee received the reports by email except.
 - a) Robert mentioned that Kevin had a really good session with Alan Arkin who virtually came back to campus for the first time since leaving in 1960. Robert mentioned that they've been trying to connect with Alan Arkin for the better part of probably eight years and he had no interest even for six years ago, we did the banners five years ago. We asked him, and he said he was not interested in having a banner because he was considered to be a complete goof off when he was at the school. He does not know why we would think he is distinguished now. Kevin was able to get him he did a 90-minute session a week before last and he really enjoyed it.
 - b) Kevin also is in touch with Rosie Perez and her manager. She has not come back to school in years, and she is now interested in coming either virtually or in person to do something for the students. There is still a lot of activity going on and it ties in with the gala. We are reaching out to a lot of the alumni to tell them, because it is virtual if they do not live here like this guy named Eric Reichman who is an Emergency Room physician in Houston, he would not come to the gala or the Sanders sisters who live also in Texas. They can never make it to the gala because they are in their late 80s, and it is just too much for them to come out. They are all saying that they will be there when we have the event in April. Robert thinks we are doing well, especially considering the fact we cannot meet anybody.
 - c) Robert mentioned about Marlene Louchheim lifetime donation. He will meet with Carl Schlosberg to pick a place in the new art building for us to put that sculpture.

2. He also mentioned that he sent out a proposal to Steve Markoff. In the previous meetings Robert had told the Executive Committee about Mr. Markoff's interest of making a \$250,000 gift to the College for basically emergency support.

3. Kevin Brown to contact Mike Kalustian to get the faculty and staff involve in the Foundation giving campaigns.

iii. GALA

1. The Gala Committee has been meeting every two weeks. They got both honorees and are still working on a host. They are also still working on recipient for the Rodney Dangerfield Award which is a way to bring in some more celebrity appeal into the gala. Robert is going to talk to Joan Dangerfield in the next weeks and she should be able to bring something in on that front.

2. Ed Dilkes mentioned that recognizing all the show businesspeople is wonderful, but he feels that the college has produced an extraordinary number of nurses over the last 25 years. Many of whom are kind of on the front lines of the current condition and ask if there was a way of figuring out how to honor them as a group as well as the Rad Tech alumni.

a) Robert will have Hayley Cook run a query in Raiser's Edge to find the former nursing and rad tech students.

iv. ENDOWMENT FEE – 1.5%

1. Robert spoke about increasing the endowment fee to 1.5% to partially offset this at least for next year, and maybe we will do it for the years going forward but that will be up to the Board. The Executive Committee would make a recommendation to the Board for the next meeting to increase the endowment fee which we place on all the existing balance totals as of the beginning of January. We have been taking a 1% fee, the last two years. Robert thinks we should bump it to one and a half, which would put us very much in line with most of the other Foundations in the State.

a) Jeff Zarrinam asked Robert if he was comfortable with the 1.5% fee to cover the Foundation administration budget. Robert mentioned that it was a balancing act. Robert wants to be able to get as much as we can from the endowment fee without running into an issue where we are taking too much. We hope that the Swap Meet opens back by the summer of 2021 which hopefully will help with the Foundation operating costs.

b) Ed Dilkes moved they take it to the Board for its next meeting a proposal that we charge a one and a half percent (1.5%) fee on the funds that we manage.

1) Jeff Zarrinam seconded

2) **Motion Passed MSP**

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

a. President Gallagher briefly mentioned that there was not a whole lot going on the campus. They had strengthened their resolve to stay away from campus considering what is happening in Los Angeles. The two programs that had classes going on campus which finish just before Thanksgiving were the Nursing program and the Dental Tech program. They have got everything completed that was happening on campus regarding classes.

b. She talked about a couple of things that have happened. One, the Sheriff's contract is due to expired and was not going to get renewed, but they have been negotiating with the LA Sheriff's Department on the renewal of the contract and they could not come to terms. They left the table and had in parallel, then looking at a private security company to do our security on campus. The Board had a Special Board Meeting last Saturday and they considered two proposals that were made for a bridge contract for our campus security one contract was submitted by the LA Sheriff's Department and the other by a private security firm. The Board voted to accept the contract of the LA Sheriff's department. The Sheriff's department will remain in a bridge contract for at least six months, and it can be extended for a year, while they develop a scope of work and request for proposals for a new longer term security contract.

c. Dr. Gallagher also spoke about the College enrollment and the hiring a consulting instructor for our Race Equity and Social Justice Center and we just made an offer to someone. She hopes to have someone aboard starting in January.

d. Mike Kalustian gave an update on faculty. He mentioned that the District had a retirement program and 23 faculty from City College is taking advantage of that. Mike mentioned that the faculty is now looking at their internal procedures and documents and updating them and revamping them. They just ratified a new constitution that will be

voted on in the spring. They are ratifying new bylaws. We are working with the administration to update the local hiring policy and what is called the viability process of looking at their own internal programs and fixing them so that works going on and they will go on over the break and into the spring.

IV. TREASURE'S REPORT

R. WINTERS

a. NOVEMBER 2020 FINANCIALS AND CREDIT CARD STATEMENTS

- i. Bob Winters reported that as of yesterday the Foundation portfolio with Windward was at \$37.8 million and including all the funds we have including the cash and the money market. We have about \$40 million in investment
 - 1. The November 2020 financials and credit card statements were reviewed and approved by Committee members.
 - 2. Jeff Zarrinam moved to approve the November 2020 Financials and Credit Card Statements as presented
 - a) Ed Dilkes seconded
 - b) **Motion Passed MSP**

V. BOARD CHAIR'S REPORT

M. HOFFMAN

- a. Marv reminded the Committee members about the upcoming 2021 Board dues and Conflict of Interest forms

VI. PUBLIC COMMENTS

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:56 AM
- b. Next meeting will be on January 19, 2021 at 10:00 AM

NOTE: MSP=Moved Second Passed

Approved and signed by Secretary, Julie Stromberg: _____