

**LOCATION:** LACC FOUNDATION  
Student Union Building  
855 N. Vermont Ave  
Los Angeles, CA 90029

**ZOOM CONFERENCE**  
1 669 900 6833 (US Toll) Meeting ID: 882 4287 2257 Passcode: 502777

**TIME:** 11:00 A.M.

## MINUTES

### Attendance:

**Members Present & Conference Call:** Robert Schwartz (Chairman); Marvin Hoffman (Immediate Past Chairman) by zoom; Edward Dilkes (Vice Chairman); Bob Winters (Treasurer); Danny Chan (Assistant Treasurer) by zoom; Jeff Zarrinam (Member-at-Large); Mary Gallagher (LACC President); Mickey Hong (President, Academic Senate) by zoom and Lisa C. Nashua, Ph.D. (Executive Director)

**Members Absent:** Julie Stromberg (Secretary); Joe Dominguez (VP, Admin Services) and Jim Lancaster (VP, Academic Affairs)

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

### **I. CALL TO ORDER**

**R. SCHWARTZ**

- a. The Meeting was called to order at 11:07 A.M.
- b. Motion to accept minutes from January 24, 2023
  - i. Jeff Zarrinam motioned to accept the minutes of January 24, 2023 meeting as submitted.
  - ii. Bob Winter seconded.
  - iii. **Motion Passed MSP**

### **II. EXECUTIVE DIRECTOR'S REPORT**

**L. NASHUA**

- a. Lisa Nashua reported on the following items.
  - i. SWAP MEET - UPDATE
    1. Lisa reported that the swap meet is off to a slow start in January but even with some of the weather challenges that they've had, and with being closed for the first weekend of the year the swap meet numbers are a little up from last January 2022.
      - a) The Swap Meet revenue was up \$4,964.54 from last year.
      - b) The Swap Meet commission for January 2023 was \$37,517.54 for both Saturday and Sunday.
      - c) The year-to-date total is \$37,517.54.
    2. Robert Schwartz mentioned that they're going to have a separate discussion after the Executive meeting with Phillip Dane about what's going on with the swap meet.
  - ii. FOUNDATION ENGAGEMENT
    1. Brittany Delany, Director of Foundation and Government report was distributed to the Committee by email. Brittany briefly reported on the current grants submissions that are on deck. She mentioned that they had some wins in January and February, most notably a win from the ECMC Foundation. They've been a good partner to us for the last years and they are supporting our Ralph Bunche Scholars Program. Then the Ralph M. Parsons Foundation is continuing to support the Guardian Scholars Program. Brittany also mentioned that two new opportunities came through in January. One is from the Foundation for California Community colleges. This one was submitted by Lisa Nashua and is a relief grant for students that were affected by severe weather and

rainstorms. The other grant that came through in January was for the office of special services. This is going to help them with some supplies and some programming that came from the AT&T Learning Initiative.

2. Brittany reported that there are some other proposals that are in the pipeline. They included a proposal to support a Diversity, Equity, and Inclusion Initiative. They submitted a proposal to the Mark S. Taper Foundation for Planned Giving and they are also working on a couple of other grants for some different programs.
3. She also mentioned that in March she will be attending a conference with Lisa. Brittany received a small scholarship to help to pay for registration for this conference.

iii. BASIC NEEDS PROGRAM

D. LYNNE

1. Daren Lynne's report was also emailed to the committee members.
  - a) She briefly went over her report and mentioned that the Emergency Food & Shelter Program (EFSP) Basic Needs application should open sometime April 2023. For food support and rent assistance only.
  - b) Daren reported on the VITA Program and mentioned that WGLA is discontinuing this program. She submitted a request for redirection of fund balance.
  - c) Daren also reported on Fresh Success and mentioned that she was working on the annual plan submission. This is the last year of the Fresh Success contract that is currently in place.

iv. MAJOR DONORS

L. NASHUA

1. Lisa mentioned that it's been a busy month, and lots of exciting things are happening. She mentioned that Professor Ron Kendis, who teaches in the Math department came into the office and told her about one of his old contacts who was the son of Bill King Senior. Bill was an adjunct faculty member. He taught here at LACC, he taught at Santa Monica, he also taught at UCLA, and he was a former engineer. They've met and discussed the establishment of a \$50,000 endowment in honor of his dad. It will be generic for STEM. This is because what he did personally was more STEM-related. Lisa is working on getting all the documentation for review.
2. Lisa also mentioned that she finally had Jeremiah Cillpan finalized. It's been over a year since his endowment agreement, but he mentioned his business didn't do well last year. He told Lisa that he would send his contribution for this year.
3. She briefly reported that Winnie Wechsler introduced them to a gentleman named Jarl Mann. He is a former foster youth. He and his sister grew up in a group house. He wants to do something and discussed to pilot a \$10,000 unrestricted fund with the Foundation for Guardian Scholars. He's going to come and do a site visit. \$250,000 has been generated for 25 community colleges throughout the Los Angeles area and California. He wants to do an annual commitment for all the different colleges.
4. Steve Markoff came and met with Dr. Gallagher and Carol Kozeracki. It sounded like he really wanted to do something in communications. He was looking to name a space in facility, and now they're not sure but he's given them a number of interesting assignments and opportunities to get small pots of funding to see how those go.
  - a) There was further discussion on different possibilities for him to support and they will see if after a faculty agrees to his proposed ideas.
5. Lisa had a meeting with Sonia Ghani and Monica Hyun, who have an endowment with the Foundation. They want to increase the endowment because they've decided that a \$500 scholarship is not significant enough, and they want to get it to where there's enough resources on their account to generate about \$1,000. They're going to pre-fund this year. Each of them is going to donate \$500. One of them has corporate matching. The other one's company just got bought out and has no corporate matching.
6. Lisa briefly mentioned that Supervisor Hilda Solis is having her second event here on campus. They partnered with the Los Angeles Food Bank, and they are going to be distributing 35 pounds of food to 800 people from our community. That's students and community members who qualifies.

v. MEET & GREET

L. NASHUA

1. Lisa informed the Committee that Julie Stromberg and Jessica Shaham are coordinating an event for the Board and asked them to mark their calendars for March 23rd. All the Board will be invited and the College

Administration as well as some donors. It will be an opportunity to engage with major donors who are in the area.

### III. COLLEGE ADMINISTRATIVE REPORT

**M. GALLAGHER**

- a. President Gallagher mentioned she only had four months left before she retires on June 30th. She mentioned that there's going to be a retirement luncheon on June 1<sup>st</sup>. There's a group of people already planning this event.
  1. She also mentioned that she doesn't want to charge people for the lunch but would like to ask some people to donate to maybe the President's Scholars Program.
- b. President Gallagher is wrapping up what she can wrap up. Some of the things that she'd started did not get enough traction, and she doesn't know if they'll continue or not. But they're trying to put the pieces in in place the best they can.
- c. President Gallagher reported that they are still working on the Career Exploratorium. It's now being shepherded through their career checked area.
- d. President Gallagher gave an update on the Presidential search and the Vice President of Student Service. The Presidential search is out. The deadline to apply is March 20th and the decision should be made by mid-May.
- e. She also reported on other things that are currently happening on Campus.

### IV. TREASURE'S REPORT

**B. WINTERS/D. CHAN**

- a. January 2023 Financials and Credit Card Statements
- b. Mr. Winters reported that as of yesterday the account with Windward was at \$8,258,497.00.
  - i. The January 2023 financials and credit card statements were reviewed and approved by the Committee members.
    1. Jeff Zarrinam moved to approve the January 2023 Financials and Credit Card Statements as presented.
      - a) Ed Dilkes seconded.
      - b) **Motion Passed MSP**

### V. BOARD CHAIR'S REPORT

**R. SCHWARTZ**

- a. Robert commented that last week his friend Bruce Miller conducted a Financial Literacy workshop for the first Community College. President Gallagher and Alen Andriassian were also there. This workshop was well received by a lot of students who signed up and were asking a lot of questions.

### VI. PUBLIC COMMENTS

- a. None

### VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 12:06 PM
- b. Next meeting will be on March 28, 2023, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary