

**LOCATION:** LOS ANGELES CITY COLLEGE FOUNDATION  
Conference Call / Regular Meeting  
855 N. Vermont Avenue  
Los Angeles, CA 90029

**TIME:** 10:00 A.M.

**MINUTES**

**Attendance:**

**Members Participating:** Edward Dilkes (Vice Chair); Bob Winters (Treasurer); Julie Stromberg (Secretary via Conference Call); Jeff Zarrinam (Member-at-Large); James R. Reeves (LACC VP of Administrative Services); Mary Gallagher (LACC President) and Robert Schwartz (Executive Director)

**Members Absent:** Marvin Hoffman (Chair) and James Lancaster (LACC VP of Academic Affairs)

**Guests:** Michael Kalustian, (President, LACC Academic Senate)

**I. CALL TO ORDER**

**E. DILKES**

- a. The Meeting was called to order at 10:05 A.M.
- b. Motion to accept minutes from December 13, 2019
  - i. Bob Winters moved to accept the minutes as published
  - ii. Jeff Zarrinam seconded
  - iii. **Motion Passed MSP**

**II. EXECUTIVE DIRECTOR'S REPORT**

**R. SCHWARTZ**

- a. Robert Schwartz briefly reported on the following items
  - i. ALUMNI
    1. Robert briefly reported on few donations received by the Foundation including a \$500,000 pledge from Dr. Ronald Levant to create a scholarship for Psychology/Social Science students and a speaker series fund
      - a) Kevin talked about his plans for this coming year in terms of contacting our alumni
  - ii. COMMERCIAL
    1. The Swap Meet revenue was down **\$30,576.68** from last year
      - a) The Swap Meet commission for December 2019 was \$56,079.25 for both Saturday and Sunday
      - b) Year-to-date total is \$657,450.06
  - iii. GRANTS
    1. Robert reminded the Committee members about the grants situation. He mentioned that he reached out to a grant writer who used to be the Boys & Girls grant writer. He also contacted our previous grant writer Tony Silbert to see if he is available to do the work again. Robert to have coffee with Tony next Monday.
  - iv. 2020 GALA
    1. Robert Schwartz asked the Committee members to decide if we are having the Gala this year or next year.

**III. COLLEGE ADMINISTRATIVE REPORT**

**M. GALLAGHER**

- a. President Gallagher gave an update on the college construction and her three initiatives
  1. She also spoke about the L.A. Promise Zone, develop and management team to assembled at LACC and paid through the Foundation

**IV. TREASURE'S REPORT**

**R. WINTERS**

- a. DECEMBER 2019 FINANCIALS AND CREDIT CARD STATEMENTS
  - i. The December 2019 financials and credit card statements were postponed to the Finance and Investment Committee meeting. The materials were discussed and approved by the Finance and Investment Committee

1. Jeff Zarrinam moved to approve the December 2019 Financials and Credit Card Statements as presented
2. Bob Winters seconded
3. **Motion Passed MSP**

**V. BOARD CHAIR'S REPORT**

**M. HOFFMAN**

**VI. PUBLIC COMMENTS**

**VII. ADJOURNMENT AND NEXT MEETING**

- a. The meeting was adjourned at 11:01 AM
- b. Next meeting will be on February 18, 2020 at 11:00 AM

**NOTE: MSP=Moved Second Passed**

**Approved and signed by Secretary, Julie Stromberg:**

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