

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

ZOOM CONFERENCE
1 669 900 6833 (US Toll) Meeting ID: 826 0667 2459

TIME: 10:00 A.M.

MINUTES

Attendance:

Members Present & Conference Call: Robert Schwartz (Chairman); Marvin Hoffman (Immediate Past Chairman); Bob Winters (Treasurer); Danny Chan (Assistant Treasurer); Julie Stromberg (Secretary); Jeff Zarrinam (Member-at-Large); Mary Gallagher (LACC President) and Lisa C. Nashua, Ph.D. (Executive Director)

Members Absent: Edward Dilkes (Vice Chairman); Joe Dominguez (VP, Admin Services); Mickey Hong (President, Academic Senate) 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 10:02 A.M.
- b. Motion to accept minutes from December 20, 2022
 - i. Bob Winters motioned to accept the minutes of December 20, 2022, meeting as submitted.
 - ii. Danny Chan 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 was closed for a couple of weekends in December due to the Christmas and New Year's holidays.
 - a) The Swap Meet revenue was up \$302,705.77 from last year.
 - b) The Swap Meet commission for December 2022 was \$30,471.00 for both Saturday and Sunday.
 - c) The year-to-date total is \$468,429.88.
 2. Lisa mentioned that Jeff Zarrinam is still working on a neighborhood beautification project in which they're putting some boulders on the parkways which in a way will help with the street vendors and homeless. Councilmember Hugo Soto-Martinez and his crew decided to be human shield and stop the crane from doing the work. Now the project is stopped until further notice.
 - 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 for the Ralph Bunche Scholars and Food for Thought Program from the ECMC Foundation. Brittany also talked about the Guardian Scholars Program and mentioned that the site visit with Parsons Foundation program officer on December 16, 2022, went well.

iii. BASIC NEEDS PROGRAM

D. LYNNE

1. Daren Lynne's report was also emailed to the committee members.
 - a) She briefly reported on the Emergency Food and Shelter support and mentioned that she's working with City Cares to get the Pop-Up pantry back.
2. Daren reported on Fresh Success too.

iv. MAJOR DONORS

L. NASHUA

1. Lisa reported that this has been a busy period and mentioned that she had the pleasure of meeting with the English department, and they had such a different refreshing approach in understanding what's happening with the market, and they were super happy that they have money to award. Lisa went on to mention that they are talking about doing something like what the Art department did and consolidating some of their small funds.
 - a) There are two accounts that will need to be worked on differently since one was set up by faculty members and are contributing to the fund with payroll deductions. Lisa will have to contact this faculty member to give the authorization. The other fund is an award, and it was created by Lisa Lee but we cannot locate her. The fund has a little over \$10,000 but it's not endowed. This fund does not qualify under the small and old. She named one of the English professors as the guardian of this fund and in charge of selecting the awardees. This professor is retired.
2. Lisa and Dr. Gallagher will be meeting with Steve and Jadwiga Markoff next week to discuss their one million dollars of support.
3. Lisa had a meeting with Wayne Smith and mentioned that he is so passionate about City. Wayne was our very first dual enrolled student. He started coming to City and using the library and research schools here at high school, and then he came to City.
4. She will be meeting with Fran Morris Rosman from the Ella Fitzgerald Foundation regarding their new scholarship and the donations that will come in in honor of Susan's birthday.
5. Lisa works closely with Alonso Davis. He is our alumnus who has sponsored the John T. Riddle Memorial scholarship. His goal is to get to the whole \$20,000 this year. He's very engaged with the Art faculty.
6. Lisa also mentioned that she spoke with Ron Levant, and he'll be making his 2023 payment towards his half million-dollar pledge for his name lecture hall.
7. Lisa briefly talked about yearend donations and congratulated Elizabeth Hernandez and Brittany Delany for putting together a video. She also thanked those who donated to the Foundation.

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. President Gallagher mentioned she only had a couple of things on her list. She mentioned that she reached out to Mayor Bass to see if she would be interested in being our graduation speaker. She still has not heard back from the Mayor to see if she will be available.
 1. She also mentioned that she will be following up with her Scheduler to see if the Mayor will be able to be the graduation speaker or not.
- b. President Gallagher shared their enrollment strategy that they're embarking on for the fall of 2023. She also mentioned that this year they're able to balance their budget with their available resources, which is the first time in at least a decade that that's happened at the college.
- c. President Gallagher spoke about the meeting she had with CSUN's President, Erica Beck. President Gallagher proposed to her that she offer some classes at LACC.
 1. President Gallagher mentioned that a lot of students that live in this area that have to work would not have enough time to make it to Northridge on time to attend classes but if those classes are offer here on campus they will have that flexibility to complete the course.
 2. Erica Beck liked the idea and said that maybe they should start with one major. President Gallagher to communicate with Jim Lancaster to discuss this matter and probably the first subject will be Business.

- d. President Gallagher briefly reported on other activities that are currently happening on Campus. She also reported that she will be retiring on June 30, 2023.

IV. TREASURE'S REPORT

B. WINTERS/D. CHAN

- a. December 2022 Financials and Credit Card Statements
 - i. The December 2022 financials and credit card statements were reviewed and approved by the Committee members.
 - 1. Bob Winters moved to approve the December 2022 Financials and Credit Card Statements as presented.
 - a) Danny Chan seconded.
 - b) **Motion Passed MSP**
- b. Danny Chan asked about the Audit preparations and Lisa responded that we are already working on the 1099s and have contacted the firm as well.

V. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. Robert commented that yesterday he received the resignation emails from David Ford and Andree Miller. He will bring this up to the Board at their next meeting.
- b. Julie Stromberg made a comment about the committees that are listed in the By Laws. She mentioned that this is a good opportunity to remind the Board about the different Committees and how they can participate.

VI. PUBLIC COMMENTS

- a. None

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:26 AM
- b. Next meeting will be on February 28, 2023, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary