

LOCATION: ZOOM CONFERENCE

1 669 900 6833 (US Toll)

Meeting ID: **990 3778 7223**

Join from PC, Mac, Linux, iOS or Android: <https://laccd.zoom.us/j/99037787223>

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); Mary Gallagher (LACC President) and Robert Schwartz (Executive Director)

Members Absent: Danny Chan (Member-at-Large)

Guests: Silvia Martinez, Daren Lynne and Martha Pelayo

I. CALL TO ORDER

M. HOFFMAN

- a. The Meeting was called to order at 11:00 A.M.
- b. Motion to accept minutes from May 25, 2021.
 - i. Jeff Zarrinam 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. The swap meet is back. Robert reported that they are still working with the City Council office and with Sheila Kuehl's office in clearing out the vendors that are out on the street. Two weeks ago, they sent out a team to meet with some of these outside vendors, unfortunately, a lot of the information they got from those vendors, was completely inaccurate because they were saying that they do not have any agreements with the swap meet and that there is nothing in writing, which there is. As per Rick Landis everything is in writing. Also, last week the County sent out the Public Health Department and there were a few vendors selling food that was not fit for consumption, so the County Public Health people took the food that they identified as not being fair but that is about all they could do.
 2. It was also discussed that the Council members office wants the Foundation to provide incentives in terms of classes that they get offered to these outside vendors. The Council members office proposed to change the white street signs language. They think that those signs would encourage the street vendors to go back into the swap meet. So, while the Foundation is dealing with that on one hand, they are dealing with Rick Landis' boss, on the other hand, who is continuing to threaten to shut down the swap meet because he keeps talking about how much money he lost last year, and how much he is losing every month and every time he must write a check for basically 35% and 37% to us against them. What he is now proposed is that the Foundation reduce its cut from 35% and 37% on the two days to 15% for the rest of the year.
 - a) Ed Dilkes moved to authorize Robert to negotiate a sliding scale with the swap meet operators beginning at 15% and increasing as swap meet gross revenues increase ultimately to 35% and 37% respectively.
 - b) Jeff Zarrinam seconded
 - c) **Motion Passed MSP**

3. The Swap Meet revenue was down **\$114,153.03** from last year.
 - a) The Swap Meet commission for May 2021 was \$13,064.80 for both Saturday and Sunday.
 - b) Year-to-date total is \$18,021.04.

ii. ALUMNI/CORPORATE AND FOUNDATION ENGAGEMENT

1. Robert mentioned that the Alumni/Corporate continuing active here with on both fronts, as far as alumni and they had a woman named Josie Levy Martin as a speaker for the LACC Book Program Zoom conference that was arranged by Kevin Brown. She is a Holocaust survivor and wrote a book about it. The most interesting thing about it was at the very end of virtual conference, Ms. Martin reveal that LACC Foundation is going to be in her Will. Kevin Brown is to keep in communication with her.
 - a) Kevin Brown and Robert are still working on the Steve Markoff's gift. Robert sent out the latest updated gift agreement to Steve Markoff for the \$250,000 that he would like to set up as a fund to encourage students to attend LA City College.
 - b) It was reported that two weeks ago Milton and Debbie Valera came to the campus to meet with the 12 Guardian Scholars who graduated this spring semester. They also brought some gifts for these students. Robert mentioned that he spoke with President Gallagher about Milt and Debbie Valera and the possibility to create housing for Guardian Scholars and named it after Milton and Debbie Valera.
 - c) Robert reported that they are in the final stages of closing out the Coley Family Trust. The amount that the Foundation is about to receive is going to be about \$65,000. The trust management person has requested a signed Corporate Resolution to be sent to him so the funds can be released to the Foundation. This document needs to be signed by all authorized signatories.
 - 1) Ed Dilkes moved to approve and authorize Robert Schwartz to administrate it to its completion the Norther Trust Wealth Management Corporation or Other Organization Certification.
 - 2) Robert Winters Seconded
 - 3) **Motion Passed MSP**
 - d) Robert mentioned that they are still working on the Marlene Louchheim lifetime sculpture installation. They are going to use the money that Marlene and her family gave to the Gala to pay for the architects and the engineering for DSA which Khalil our head of facilities thinks it's going to be installed around September.
 - e) Martha Pelayo and the grant writer that was hired last year are doing a great job with the grants. The HFPA gave us an additional \$20,000 but this is for Journalism department. Additional information about grants was include in Martha Pelayo's report to the Committee.

iii. BASIC NEEDS PROGRAM

D. LYNNE

1. Darren Lynne gave a brief update on the Basic Needs Program. She broke it into three segments, the first two were FEMA and the United Way of Greater Los Angeles Emergency Food and Shelter Program. We received \$210,000 for Food Support and Emergency Shelter program where we housed students in with Jeff Zarrinam at the Hollywood Hotel. Phase 39 is getting ready to open. Like she mentioned \$210,000 were received, \$26,000 was received in phase 38 and then \$185,000 in what they call Phase CARES due to the pandemic. The next part was FEMA where she submitted the applications for the flu vaccines, a Pop-up Pantry, a one-day laptops and students' stipends. They denied us since we were a nonprofit and that supposedly was not our normal course of business. However, she submitted the appeal. They made the ruling on our first application that they are not going to fund us the one-day pop-up pantry because we received Emergency Food and Shelter, but they are going to reimburse us the \$73,500 for the flu vaccines. Cal OES has made that recommendation to FEMA that they go ahead and release those funds and they are looking at our other applications and it will be a case-by-case basis. The last segment was Fresh Success, and that is where the money is placed with the bookstore since the College has the CARES funding, they are doing textbooks supplies, U-passes, devices and then the other caveats to that will be tutors, utilities, rent, and auto repair is part of Fresh Success. The program rolls out July 1st. Daren also mentioned about the weekly \$25 grocery e-gift cards the students are getting if they are part of the Fresh Success program.
2. Robert briefly mentioned the announcement that MacKenzie Scott, ex-wife of Jeff Bezos is giving away billions of her fortune to some nonprofit organizations.

iv. EXECUTIVE DIRECTOR SEARCH COMMITTEE

J. ZARRINNAM

1. Jeff Zarrinnam reported that the Executive Search Committee has met twice. They are meeting every two weeks on Thursdays at noon. There are a few tasks that are being completed right now. They are working on the job description and doing some research as to what is the average salary for jobs such as the Executive Director of School Foundations. He said they are moving forward and will keep the Committee updated.

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. President Gallagher gave a quick update on the campus. She mentioned that the thing that they are focused mostly on is reengaging faculty, staff, and students back to campus. The Supervisors and Management team returned about three weeks ago to Campus, so they have been on campus daily and they have a lot to do to plan to have a stronger reengagement with students.
- b. She also mentioned that they did an increased contract with Wesley Health Clinic to add three mental health professionals. A contract for a year to help students who need some additional work reengaging, and it will start in July. Wesley Health started back on campus last week. The students do have access to the Health Services of Wesley Heath Clinic and they've had it across the street during the whole pandemic.
- c. She briefly informed the Committee members about the current LACCD restrictions in term of social distancing and face covering.

IV. TREASURE'S REPORT

R. WINTERS

- a. MAY 2021 FINANCIALS AND CREDIT CARD STATEMENTS
 - i. Bob Winters reported that as of last night the Foundation cash and portfolio with Windward was at \$41,515,933.
 1. The May 2021 financials and credit card statements were reviewed and approved by Committee members.
 2. Bob Winters moved to approve the May 2021 Financials and Credit Card Statements as presented
 - a) Jeff Zarrinnam seconded
 - b) **Motion Passed MSP**

V. BOARD CHAIR'S REPORT

M. HOFFMAN

- a. Marv Hoffman mentioned that they should have all signed and submitted the Conflict of Interest form to Silvia Martinez

VI. PUBLIC COMMENTS

- a. None

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:59 AM
- b. Next meeting will be on July 20, 2021 at 10:00 AM

NOTE: MSP=Moved Second Passed

Approved and signed by Secretary, Julie Stromberg: _____