

LOCATION: ZOOM CONFERENCE

1 669 900 6833 (US Toll)

Meeting ID: **979 8192 2806**

Join from PC, Mac, Linux, iOS or Android: <https://laccd.zoom.us/j/97981922806>

TIME: 10:00 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 (Member); Mary Gallagher (LACC President); Mickey Hong (LACC Academic Senate President) and Robert Schwartz (Executive Director)

Guests: Silvia Martinez and Daren Lynne

I. CALL TO ORDER

M. HOFFMAN

- a. The Meeting was called to order at 10:02 A.M.
- b. Motion to accept minutes from September 28, 2021.
 - 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 gave a report on the following items.
 - i. FOUNDATION AGREEMENT 2022
 1. Robert and the Committee spoke about the Foundation Agreement and seeing that this is something that the LACCD wrote up and it's essentially non-negotiable. The Committee agreed to sign the agreement and bring it to the Board for approval since this is a take it or leave it proposition.
 - a) Ed Dilkes moved to enter into the agreement and recommend it to the Board for approval.
 - b) Bob Winters seconded
 - c) **Motion Passed MSP**
 - ii. SWAP MEET
 1. Robert reported that the Swap Meet is doing well. They're increasing the revenue each month.
 - a) Robert also mentioned that he speaks to Phillip at least every other day. We're still encountering some challenges with the street vendors. A group of about 20 people including kids came to the Foundation office without previous notice demanding to see Robert.
 - 1) He spoke to two of the sheriffs on campus and asked them what the steps are to follow when people show up to the Foundation office and are not following the college protocols. They told him that if this group of people show up again to call them and they will handle the situation. Robert is just concern about the safety of the Foundation staff and doesn't want them to be in a situation where a big group of people comes to the office, and we don't know if they are vaccinated.
 2. The Swap Meet revenue was down **\$39,560.46** from last year.
 - a) The Swap Meet commission for September 2021 was \$18,525.00 for both Saturday and Sunday.
 - b) Year-to-date total is \$116,741.11.

iii. ALUMNI/CORPORATE AND FOUNDATION ENGAGEMENT

1. The Committee members received the reports from Kevin Brown and Martha Pelayo prior to this meeting. Robert briefly spoke about the following items:

- a) Robert informed the Committee that at noon today he will be meeting with the Jeremiah Cillpam who owns a chain of Chick-fil-A restaurants. He was the original Chick-fil-A franchisee in LA. He gave us some money last year for the Dream Resource Center. This meeting will be with Dr. Gallagher, Martha Pelayo and the Chair of the Business department because that's where Jeremiah wants his donation to go.
- b) Robert briefly reported on the Sculpture Garden and about a couple who contacted us about donating to the Foundation.

iv. BASIC NEEDS PROGRAM

D. LYNNE

1. Darren Lynne reported on the Basic Needs/Fresh Success Program and her report was sent to the Committee.
2. She wanted to inform the Committee that the fiscal year 2022 our original Gross Billing was \$1.292 and with the way the Federal Government and budget is going. The California Department of Social Services, wanted to back off a little bit based on their 2021 budget because they're not sure how much additional money that's coming so those totals reflect what that difference would be so now our Gross Billing is about \$970,000 if they receive the additional funding that they're anticipating, then we will be able to bill those additional at whatever quarter adjustment they have their finalized budget. Robert already signed that new agreement.
3. She mentioned that the Emergency Food and Shelter grant the Phase 37 and Phase CARES ends October 31st. Daren will submit our report, she already started working with Helen Khachatryan on that yesterday because we received over will we receive \$194,000. we're going to provide every possible document that they would like to see, to not have an audit.
4. Daren also reported on other components of the Basic Needs Program.

v. EXECUTIVE DIRECTOR SEARCH COMMITTEE

J. ZARRINNAM

1. Jeff Zarrinnam gave a recap on the search for the new Executive Director. They opened the application process around the beginning of September, and they received their first outcomes on September 10th and the committee chose to leave that open for 30 days and they closed it at 11:59pm on October the 10th. During that time, they received 58 applicants. The Committee met to rank all those 58 applicants. They met again on Thursday and the Committee decided to interview five of those 58 applicants, Jeff was instructed to contact them and set up interview times, which he did over the weekend.
2. The Executive Director Search Committee is getting ready to start the interviews tomorrow Wednesday, they have two on Thursday, and then they have two more on Friday.
 - a) After that time the Committee will then rank those five again and they will decide how to proceed from that point forward.

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. Mickey Hong had to go to another meeting and asked to give her report earlier. She mentioned that in the past the Foundation had done some golf fundraiser events which were very popular and got all the campus involved. She suggested planning something in the fall of next year. She mentioned that she has a close friend who has great connections and would love to help with this kind of fundraisings.
- b. President Gallagher briefly updated the Committee members on a couple of things that are happening at the college.
 1. She mentioned that the Board of Trustees for the LACCD is implementing a vaccine mandate. They passed a new Board Policy, two months ago mandating vaccinations, and the college was supposed to start enforcing this yesterday. However, none of the colleges were prepared for this and were given a grace period to implement a check in system. There is a LACC Safe APP where all faculty, staff, students, and visitors will have to check in. Since Foundation employees are not District employees will have to check in as visitors.
 2. She also reported that she will be a panelist on an Economic and Workforce Summit for the Hollywood Chamber of Commerce Board.
 3. Dr. Gallagher also reported that enrollment is holding steady. She mentioned that they hired 10 new faculty this fall, and they will hire 10 new faculty by next fall. They will also be posting for an interim Vice President of Administrative Services. She said that in three weeks they will have a retreat with the Management team and then they'll have a retreat with the Department Chairs and with the Classified staff and with the Senior staff

IV. TREASURE'S REPORT

R. WINTERS

a. SEPTEMBER 2021 FINANCIALS AND CREDIT CARD STATEMENTS

i. Bob Winters reported that as of yesterday the Foundation cash and portfolio with Windward was at \$44,455,066.21.

1. The September 2021 financials and credit card statements were reviewed and approved by the Committee members.

2. Bob Winters moved to approve the September 2021 Financials and Credit Card Statements as presented

a) Danny Chan seconded

b) **Motion Passed MSP**

V. BOARD CHAIR'S REPORT

M. HOFFMAN

a. Marv Hoffman commented that there are some members that have still not yet paid their dues and have not submitted their conflict-of-interest forms.

i. Julie Stromberg brought up a topic about two of the Board members that have not been active for quite a while. She wanted to know what to do regarding this matter.

1. These two board members are Sunny Park and Lara Yeretsian. Robert spoke with Lara, and he mentioned that Lara still wants to be part of the Board and would like to get more involved. So, the Committee decided to give Lara Yeretsian another chance. However, Sunny Park who has not been active on the Board in years and has not paid her dues. This topic will be discussed at the next Board meeting.

VI. PUBLIC COMMENTS

a. None

VII. ADJOURNMENT AND NEXT MEETING

a. The meeting was adjourned at 11:08 AM

b. Next meeting will be on November 16, 2021 at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved and signed by Secretary, Julie Stromberg: _____