

LOCATION: LACC Foundation Conference Room
855 N Vermont Avenue
Los Angeles, CA 90029

ZOOM PHONE CONFERENCE

Dial: (669) 900-6833 Meeting ID: 859 8741 7167 Password: 290492

TIME: 12:00 P.M.

MINUTES

Attendance:

Members Present: Robert Schwartz (Chairman); Marvin Hoffman (Immediate Past Chairman); Edward Dilkes (Vice Chairman); Julie Stromberg (Secretary); Bob Winters (Treasurer); Danny Chan (Assistant Treasurer); Jeff Zarrinam (Member-at-Large); Joan Dangerfield; Dean Hansell; Mike Harriel; Dr. Mary Gallagher (LACC President); Nick Halaris; Margaret Martin DrPH, MPH.; Jerrod McClung; DJ Moore; Michael Morgan; Robert Reeves; Gerard Tamparong (Advisory Group) and Lisa C. Nashua (Executive Director)

Members Absent: Charlotte Bland (Advisory Group); Sandra Cuneo (Advisory Group); Joanne Hoffman; Theo Kingma; Maria Reisch (Emeriti Association); David Ryu; Jessica Shaham; Alex Swart; Mickey Hong (President Academic Senate); Joe Dominguez (VP, LACC Administrative Services); James Lancaster (VP, LACC Academic Affairs); and

Guests: Starr Swanson (Ralph Bunche Honor Scholar); Daren Lynne; Brittany Delany; Helen Khachatryan and Silvia Martinez

I. CALL TO ORDER

R. SCHWARTZ

- a) The meeting was called to order at 12:07 PM
 - i) APPROVAL OF THE CONSENT AGENDA ITEMS
 - (1) Minutes of January 31, 2023
 - (2) Alumni/Individual Outreach and Corporate/Foundation Outreach
 - (3) Swap Meet
 - (a) Robert Schwartz gave a briefly mentioned that the swap meet is still facing big issues with the street vendors and the City Council member not only is allowing them to camp out but encouraging them and it's getting out of control.
 - (4) Financials and Credit Card statements through March 2023
 - (5) Jeff Zarrinam moved to approve the items on the consent agenda including minutes from January 31, 2023, as submitted.
 - (a) Bob Winters seconded the motion.
 - (b) **Motion passed MSP.**

II. FOUNDATION REPORT

L. NASHUA

- a) 2022 LACCF AUDIT
 - i) Lisa Nashua introduced Rachel Green from Eide Bailly LLP. Lisa also mentioned that the Audit Committee met last week and there was great feedback from Danny about some updates and changes which they incorporated into the latest draft report. The Board received a copy of the 2022 LACC Foundation Audit report.
 - (1) Rachel Green did a summary of the audit report and in their opinion, the accompanying financial statements referred to above present fairly in all material respects, the financial position of the Foundation as of December 31st, 2022. This means that is a clean opinion. This is the highest level of assurance that they can give to us as our external auditors.
 - (2) Rachel talked about what their responsibilities were over the financial statements and what were the Foundation's responsibilities over the financial statements. She mentioned that the Foundation had a healthy-looking balance sheet and what she meant by that was that the total asset figure there shows \$41.4 million as compared to the total liabilities. The Income Statement or Profit and Loss Statement showed how well can the Foundation generate revenue. The top line revenues showed total public support and revenues of almost \$9,000,000. The reason that this is important is to say that the Foundation out there is doing activities to generate funds to help support its mission. Rachel pointed out, that the

R. GREEN

Foundations proactive actions and raising revenues as well as making sure that their expenditures remain under control. This is important to see, especially in times when the economy may not be performing as well as we would want it to see.

- (3) The last thing that Rachel discussed was the Statement of Functional Expenses. This is a very important statement because it denotes that the Foundation really does take a very transparent approach to the reporting of their expenses.
- (4) Marv Hoffman asked Rachael if there was a Management Letter issued. She responded that yes, they did issue a Management Letter and it was essentially the same items that they noted last year for payable accruals as well as some revenue. Helen and Lisa will discuss what the corrective action plan will be to correct those items.
 - (a) Marv wanted to wait for the approval of the audit report until those items were corrected. Robert Schwartz mentioned that since those items were basically the same as those from last year, he felt comfortable moving this report forward based on the information that was given by Rachel Green.
 - (i) Jeff Zarrinam moved to approve the 2022 Audit Report as presented.
 - (ii) Danny Chan seconded the motion.
 - (iii) **Motion passed MSP.**

b) SPRING 2023 EVENTS

- i) Lisa Nashua informed the Board of the coming events for spring 2023.
 - (1) The Nick Beck Investigative Journalism Lecture Series is coming on the 25th of May and the featured speaker will be Christine Devine. Christine will be doing a Q&A with Rhonda Guess. The event will be at noon and box lunches will be provided for the attendees. Lisa also mentioned that they are thinking about making a banner for Christine and presenting it to her on that day. It looks like she's not going to be charging for her services, but Lisa offered to make a donation to a charity of her choice.
 - (2) On the same day at 7:00 PM, the Foundation will be having a partnership with Kinky Boots which is the spring presentation for the Theater mainstage production. The Foundation is trying to put together a VIP reception and garner some sponsorships. They're also working to partner with Community agencies including the Los Angeles LGBT Center, and they're reaching out to community members as well. Lisa sent email notifications to the Board asking for their participation and support for this event. Robert Schwartz suggested inviting Dallas Dishman from Geffen Foundation to the event.
 - (3) The LACC Foundation Scholarship Reception and Ceremony will be on May 15th. Starting with the lunch reception at noon and the ceremony at 1:30 PM. Lisa invited all Board members to attend.
 - (4) Robert Schwartz asked if any of the Board members received the notice from the district about the Philanthropy Summit that was scheduled for this week. The Chancellor will be here on that day but the only thing about that is that it's at the same time as the public forum for the finalists for LACC President.

c) COMMITTEES & WORKING GROUPS REPORTS

- i) Robert Schwartz asked the Board to pull the Committees and Working Groups list from their binders and see if they were on any of these groups. He mentioned that everybody on the Board needs to be on at least one of these groups and/or Committees.
 - (1) FINANCE AND INVESTMENT COMMITTEE D. CHAN
 - (2) Danny Chan mentioned that in his opinion, the Finance and Investment Committee is probably the second most important outside of the Executive Committee. It watches over the money and watches what the Foundation does with the money. They've had their ups and downs; the good thing is the last three years have been great. The last 12 months have been a little bit of a roller coaster. However, they've largely recovered, and he thinks that for this coming calendar year, one of the bigger things they must investigate possibly be diversification. He said that they'll welcome anybody to come and give their opinion on how the Committee should do it, whether they should do it and if they do diversify, what criteria they should be setting.
 - (a) Dean Hansell asked how sophisticated they were about the services they offer and then just compared it with the other Boards that he's on where it seems like their investment managers do much more than Windward does. Dean went on to talk about what the investment managers of the other boards that he participates in do and how they communicate with the Investment Committee. Robert Schwartz mentioned that Windward has been charging 50 basis points, they said when we hit 50 million again, they'll drop that down to 45 basis points, which is lower than any of the other colleges that we recently surveyed. He thinks we're getting pretty good results from Windward. This topic was further discussed by the Board and Danny mentioned that if somebody wanted to join the Finance and

Investment Committee, they were more than welcome to and they could make their recommendations to that committee.

ii) GUARDIAN SCHOLARS PROGRAM

R. REEVES

- (1) Robert Reeves reported that the Guardian Scholars program has been quiet for a while. However, they have a new activity in the wings which is an Etiquette lunch for the Guardian Scholars students. Robert went on to talk about how these students will benefit from this activity and how happy they're to be able to support this program. The Etiquette luncheon will be at Marino's Restaurant. The owner is very excited about the prospect of going there and offered a discount. He also offered to buy ties and teach the men how to put them on and he will do something equivalent for the women. Robert mentioned that the funding is pretty much in place with some help from Brittany and others. He also said that there's always the opportunity for members of the Board to sponsor a student at the luncheon and themselves. The luncheon will be in June.
- (2) Margaret Martin mentioned that Shakespeare in the Park is free and that's something that the Guardian Scholars can participate in.

III. COLLEGE PRESIDENT'S REPORT

M. GALLAGHER

- a) Dr. Gallagher gave a brief update on the things that have been going on Campus.
 - i) She mentioned that they had just found out that they were awarded the Culturally Responsive Pedagogy and Practices grant from the State. It's about \$300,000 for Professional Development on culturally responsive pedagogy, as well as to analyze how they're doing with all their classes.
 - ii) Dr. Gallagher also gave an update on the Bond program and the status of the Theatre building, Cesar Chavez building and Cafeteria.
 - iii) Dr. Gallagher reported that they are restarting their Athletics program in fall 2023. They will have a Women's Volleyball and Men's Volleyball team.
 - iv) She also talked about the World Music festival happening on Saturday, May 20th. They are dedicating this world music festival to Kabwe Chanda, who was their IT manager and passed away on April 2, 2020 of COVID.
 - v) Dr. Gallagher reminded the Board about her retiring on June 30, 2023. She also invited them to her retirement luncheon which will be on Thursday, June 1st. She said that she will be fundraising for the President's Scholars Program. The event will be on campus with hot dogs and hamburgers.

IV. TREASURER'S REPORT

D. CHAN

- a) Danny Chan brought up to everyone's attention that the balance sheet that was distributed was as of March 31st, 2023. The total assets are back up to approximately \$45.5 million, so rounded up to \$46 million. The same period last year on March 31, 2022, was approximately \$46.7 million. So, the Foundation's portfolio has largely recovered from their lowest point. The lowest point would be October of 2022. On October 12th of 2022, our Windward portfolio held at Charles Schwab was approximately \$36 million. As of yesterday, it is \$40,375 million.
 - i) Jeff Zarrinnam moved to accept the Treasurer's report.
 - ii) Ed Dilkes seconded the motion.
 - iii) **Motion passed MSP.**

V. FOUNDATION CHAIR'S REPORT

R. SCHWARTZ

- a) COMMITTEES SIGN-UP
 - i) Robert mentioned that for the next meeting he would like to have all Board members sign up for a committee or a working group. The Committees' list was included in the meeting materials.
- b) 2023 BOARD DUES & CONFLICT OF INTEREST FORM
 - i) Robert Schwartz went on to remind the Board to complete their 2023 Conflict of Interest forms and pay their 2023 Annual Dues.

VI. PUBLIC COMMENTS

- a) STUDENT SPEAKER – STARR SWANSON
 - i) Starr Swanson was one of the students' speakers at the Gala. She's also a Ralph Bunche Honors Scholar and the Foundation funded a portion of her travel to her recent conference to Wisconsin.
 - ii) Starr gave a summary about the Research conference she participated in with a power point presentation.

VII. ADJOURNMENT AND NEXT MEETING

- a) The next meeting of the Board will be on July 25, 2023, at 12:00 PM.
- b) The meeting was adjourned at 1:52 P.M.
- c) 2023 meeting calendars and the Board roster were included in the email distribution.

NOTE: MSP=Moved Second Passed

Approved by: Julie Stromberg, Secretary