

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 Passcode: 659722

TIME: 10:00 A.M.

MINUTES

Attendance:

Members Present & Conference Call: Robert Schwartz (Chairman); Marvin Hoffman (Immediate Past Chairman) by zoom; Edward Dilkes (Vice Chairman); Bob Winters (Treasurer); Danny Chan (Assistant Treasurer); Julie Stromberg (Secretary); Jeff Zarrinnam (Member-at-Large); Mary Gallagher (LACC President); Joe Dominguez (VP, Admin Services) and Lisa C. Nashua, Ph.D. (Executive Director)

Members Absent: 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 10:04 A.M.
- b. Motion to accept minutes from March 28, 2023
 - i. Jeff Zarrinnam motioned to accept the minutes of March 28, 2023, meeting as submitted.
 - ii. Marvin Hoffman 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 is doing better than previous years and she went on to give a quick update on the challenges they are currently facing with the street vendors. She mentioned that she had heard from Lisa at the Mayor's office, she was inquiring about the capacity for the people on the street to be inside the swap meet. Phillip Dane had come up with a solution of using City funds to help the street vendors with their fees to be inside the swap meet. It seems that they are going to try to encourage them in that direction. Lisa from the Mayor's office was planning to send somebody down there to talk to each of the vendors.
 - a) The Swap Meet revenue was up \$26,525.34 from last year.
 - b) The Swap Meet commission for March 2023 was \$44,341.00 for both Saturday and Sunday.
 - c) The year-to-date total is \$124,174.00.
 - ii. FOUNDATION ENGAGEMENT
 - 1. Brittany Delany, Director of Foundation and Government report was emailed to the Committee. Brittany reported that in 2022 the Foundation serviced more than 17,000 requests for support, LA City College Foundation championed student success by distributing over \$1.7 million in support of LA City College students through scholarships, textbooks, food, and emergency funds. Brittany also gave a summary of the Foundation's current grants activity.

2. The LACC Foundation is having a fundraiser in May with the Theater Department. Brittany is coordinating the timeline with Elizabeth and supporting Lisa Nashua with major gift/sponsor planning. This is for the Kinky Boots Musical starting on May 19, 2023, with a VIP Reception on May 25, 2023

iii. BASIC NEEDS PROGRAM

D. LYNNE

1. Daren Lynne's report was also emailed to the committee members.
 - a) She reported that they finished Food for Thought Mid-Final term meals right before spring break. They provided 2,167 meals during Spring mid-terms.
 - b) Daren also mentioned that Food for Thought - Pop Up Pantry will have four additional Pop-Up Pantries which will be held during Spring 2023 semester on Wednesdays. May 10th, May 17th, May 24th, and June 7th
 - c) She reported that they submitted the EFSP/United Way 2022 Phase 39 application to provide funds to support students with food, rent, and hotel vouchers. Phase expenditures period November 1, 2021, through December 31, 2023. This month again it was \$350,000 to support this program. She also talked about FEMA and the check request that is still pending from the district so that she can complete the audit report.

iv. MAJOR DONORS

L. NASHUA

1. Lisa provided a reformatted major donor list per Robert Schwartz request. She mentioned that one of the things that's fantastic about doing the partnership with theater is that the theater department has diligently kept in contact with their alumni, and they have been keeping in touch with some great people that she's looking to hopefully recruit some of these alumni to attend the event. The Kinky Boots is going to be a fundraiser.
 - a) Lisa also mentioned that they'll file the documents for the May LACCD Board of Trustee's meeting so they can put it on the agenda for the June Trustee's approval of the Rosalyn Heymann Transfer Center.
 - b) President Gallagher saw Frank Gehry's name on the list and mentioned that someone who she's working with on something else has been having conversations with Frank Gehry and he was talking about L ACC. She said that there was a discussion for them to meet and she told Lisa that she wanted the Foundation to be part of that meeting if it ever happens. They discussed the ways in which they'll try to contact Frank Gehry in the future.
 - c) Lisa also reported that Sterling Franklin is establishing the Dr. Anatoliy Nikolaychuk Endowment Fund in the Math department. He has been in contact with the widow, and she is very excited about it.
 - d) She briefly mentioned that she and President Gallagher met to discuss Steve Lebowitz sculpture donation with Dr. Ruben Smith and as of now everything is stop.

v. 2022 AUDIT UPDATE

1. Lisa Nashua reported that the draft audited financial statement is now ready, and she thanked Danny Chan and Mr. Winters for making some time after the Executive Committee meeting to meet with the auditors to review the audited financials. If all goes well, then they should have a condition for the Board next week for approval.

vi. SCHOLARSHIP CEREMONY – May 15, 2023

1. An email communication was sent to the entire Board inviting them to the Scholarship Ceremony which will take place on Monday, May 15, 2023, starting at 12:00 p.m. with a reception for the students and donors and the ceremony at 1:30 p.m.

vii. NICK BECK LECTURE

1. Christine Devine has agreed to come to campus for the Nick Beck Lecture on May 25, 2023. She doesn't want to just stand up and talk. She wants to have a dialogue conversation. Rhonda Guess has agreed to facilitate and dialogue with her and have a Q&A for students.

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. President Gallagher gave an update on the presidential search for LA City College. The interviews are taking place today and tomorrow. The committee that's screening the interviewees will have a decision made by the end of tomorrow as to the people that they will forward to the Chancellor. Then, the Chancellor will interview the top candidates. They'll decide by the middle of May, and it will go to the Board in June. President Gallagher also spoke on the status of hiring the permanent Vice President of student Services.

- b. President Gallagher also updated the Committee on a couple of other things like enrollment, recruitment, EON reality and 2023 Commencement.
- c. She reminded the Committee about her retirement luncheon on June 1, 2023, and mentioned that her family will be present. She plans to raise funds for the President's Scholars Program.

IV. TREASURE'S REPORT

B. WINTERS/D. CHAN

- a. March 2023 Financials and Credit Card Statements
 - i. The March 2023 financials and credit card statements were reviewed and approved by the Committee members.
 - 1. Jeff Zarrinam moved to approve the March 2023 Financials and Credit Card Statements as presented.
 - a) Danny Chan seconded.
 - b) **Motion Passed MSP**
- b. Danny Chan gave a brief update on the current financial situation and the Foundation portfolio.

V. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. Robert encouraged the Board to attend the Scholarship Ceremony.
- b. Robert spoke again about Optimist Youth Homes & Family Services that provides housing for foster youth. He also mentioned that there will be an introductory luncheon.
 - 1. Lisa mentioned that they are already providing housing for some LACC students.

VI. PUBLIC COMMENTS

- a. Lisa mentioned that the Foundation is being audited by the EDD. It does look specifically at contract employees and the Foundation may have to revamp that entire process for all 1099 employees. The reason why the Foundation got flagged was because a student worker or worker under the Herb Alpert Center Coordinator was a contract person working with the Foundation and then when their contract ended, filed for unemployment benefits when they were 1099 employees.
 - 1. Julie Stromberg questioned the original EDD notice that was sent back in 2020. She wanted to know who it was addressed to and who signed the notice. Helen Khachatryan had a copy of the form that was signed by Robert Schwartz. The first request to audit was postponed because it happened during the pandemic the employees were working remotely.
 - 2. Marv Hoffman requested to have this matter on the next meeting agenda.

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:26 AM
- b. Next meeting will be on May 23, 2023, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary