

**LOS ANGELES CITY COLLEGE FOUNDATION
EXECUTIVE COMMITTEE MEETING**

AUGUST 23, 2022

LOCATION: ZOOM CONFERENCE
1 669 900 6833 (US Toll) **Meeting ID: 982 5987 0860**

Join from PC, Mac, Linux, iOS or Android: <https://laccd.zoom.us/j/98259870860>

TIME: 11:00 A.M.

MINUTES

Attendance:

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

Members Absent: Julie Stromberg (Secretary); Mickey Hong (President, Academic Senate)

Guests: Silvia Martinez and Daren Lynne

I. CALL TO ORDER

R. SCHWARTZ

- a. The Meeting was called to order at 11:06 A.M.
- b. Motion to accept minutes from June 28, 2022 and July 19, 2022.
 - i. Jeff Zarrinam motioned to accept the minutes of the June 28, 2022 and July 19, 2022, meetings 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
 1. Lisa reported that the swap meet operator will be moving to the full percentage next month and they will also be increasing the admission entry fee from \$1 to \$2. The Swap Meet revenue was up \$191,227.04 from last year.
 - a) The Swap Meet commission for July 2022 was \$44,440.11 for both Saturday and Sunday.
 - b) Year-to-date total is \$246,121.23.

ii. ALUMNI/CORPORATE AND FOUNDATION ENGAGEMENT

1. Lisa went over the updates on the Alumni and Donor list with the Committee and mentioned that they are working on contacting these people when Dolores Kollmer the new Director of Development starts on September 6th.
2. Brittany Delany, Director of Foundation and Government report was distributed to the Committee. Brittany has already submitted some proposals and reports. She's starting to build and cultivate relationships with the different Foundations.

iii. BASIC NEEDS PROGRAM

D. LYNNE

1. Daren Lynne reported on the Food for Thought program. In that allocation, they provided meals for Summer Session A and B finals. They did 924 meals during Session A and 664 meals during Session B which just ended last week.

2. Daren briefly spoke on the Fresh Success program and mentioned that they're going to have an audit which she just received the forms yesterday that need to be completed 30 days before the audit. She will be working with Helen Khachatryan to get all the required reports and information needed to complete this audit.
3. Daren also reported on the other grants she's working in collaboration with Brittany and how they can include the international students to be part of this support.

iv. GALA 2022

1. Lisa went on to report that the Save the Date cards were mailed out last week and now they are discussing the invitation design. They are also finalizing the last honoree.
2. The staff is putting together a sponsorship solicitation request list and a letter will go to all of the people on the list.
3. The Gala Committee continues on the planning of this event.

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

1. President Gallagher was not present at this meeting. Lisa Nashua went ahead and shared information about the Enrollment Fair that was held on Saturday, August 13th which Jessica Duran and Silvia Martinez attended to provide information about what the Foundation does for the students.

IV. TREASURE'S REPORT

D. CHAN

- a. July 2022 Financials and Credit Card Statements
 - i. Bob Winters reported that the portfolio amounts in Windward.
 1. The July 2022 financials and credit card statements were reviewed and approved by the Committee members.
 2. Danny Chan moved to approve the July 2022 Financials and Credit Card Statements as presented
 - a) Jeff Zarrinam seconded
 - b) **Motion Passed MSP**

V. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. Robert briefly spoke about Alan Daniels passing and mentioned that spoke with Alex Swart about creating a banner for Alan to be displayed on campus. He also mentioned the endowment fund that has been created by Sterling Franklin under Robert's name and would like to rename it to show Alan's name as well and his name. Robert to ask Sterling if that would be okay with him.

VI. PUBLIC COMMENTS

- a. None

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:53 AM
- b. Next meeting will be on September 27, 2022, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Secretary, Julie Stromberg