

**LOCATION:** LACC FOUNDATION  
Student Union Building  
855 N. Vermont Ave  
Los Angeles, CA 90029

**ZOOM CONFERENCE**  
1 669 900 6833 (US Toll)      Meeting ID: 882 4287 2257    Passcode: 502777

**TIME:** 11:00 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) by Zoom; Anna Le (President, Academic Senate); Joe Dominguez (VP, Admin Services) by Zoom and Lisa C. Nashua, Ph.D. (Executive Director)

**Members Absent:** Jeff Zarrinam (Member-at-Large); Amanuel Gebru (LACC President) and Jim Lancaster (VP, Academic Affairs)

**Guests:** Silvia Martinez; Brittany Delany; Helen Khachatryan and Daren Lynne by Zoom

**I. CALL TO ORDER**

**R. SCHWARTZ**

- a. The meeting was called to order at 11:05 A.M.
- b. Motion to accept minutes from July 18, 2023
  - i. Ed Dilkes motioned to accept the minutes of July 18, 2023; meeting 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 - UPDATE
    1. Lisa gave a brief update on the swap meet. She mentioned that every month the swap meet is still tracking ahead of last year's numbers. The Committee discussed the current situation with the boulders, which were donated to the College. Now, the College Facilities need to find a place to relocate these boulders.
      - a) The Swap Meet revenue was up \$71,659.42 from last year.
      - b) The Swap Meet commission for July 2023 was \$47,410.00 for both Saturday and Sunday.
      - c) The year-to-date total is \$317,780.54.
  - ii. FOUNDATION ENGAGEMENT
    1. Lisa reported that David Ambroz contacted her to let her know that he had referred their Outreach department to us. September is Community Obsession month within Amazon. David Ambroz asked them if they were going to do a food drive and send it over to the City College where they're directly serving the students who need it instead of to the Food Bank.
      - a) Lisa has been in conversations with Amazon's Outreach department. Elizabeth created a great flyer for them.
    2. Brittany Delany, Director of Foundation and Government report was sent to the Committee prior to the meeting. Brittany went over the highlights of her report. She mentioned that August was the after month for incoming grants. The Foundation received support for some of our student programs like the Guardian Scholars, Cinema/TV and Journalism students through the Hollywood Foreign Press Association. HFPA is going to continue to support this Program. Even though they are seeing it through the Golden Globe Foundation

later this year. She's working on a press release to drum up about all the great support that they've given to the Foundation for our LACC students.

3. She also mentioned that the Foundation received some support for the Food for Thought Program from ECMC Foundation and SocialGas.
4. Brittany informed the Committee that Children's Hospital - Los Angeles has committed to renew support for the LACC Community Garden. The other program that she has been working on is with United Way. She is taking on that relationship and support to work with LA Trade Tech College and their partners Red Shield and Pico Union to organize the Community College Resource Fair that is going to happen on Saturday, September 23. It is their first time establishing a yearly signature event for Community Colleges. She's working with all people across the campus like Noncredit, Foster Youth Programs, Career Center, and Outreach department.
5. Brittany asked Lisa to give an update on the appropriations request for Allied Health Sciences through Congressman Adam Schiff's office.
  - a) Lisa reported that the LACC Foundation submitted a community support application through Congressman Adam Schiff's office that has made it to the Committee. LACCD was planning to absorb that should it be funded, however, they cannot. The reason is that neither the college nor the district applied during the cycle. The education in a category was closed, so they weren't eligible to apply. And that's why the LACC Foundation was invited to apply.
  - b) Lisa also mentioned that they'd been working through the details. It is under the Workforce Development Initiative. It is meant to buttress those resources with unit health together it will provide a wraparound Mental Health Services and Wellness through the curriculum with UniHealth. And on the Foundation side, we'll be able to provide resources. The stipends for the students and meal stipend so that they will not be hungry and hopefully not homeless while they're trying to complete their Nursing or Rad Tech degrees, which are two of our highest impact when it comes to economic and social mobility for our study.
  - c) Lisa had a conversation with the Chancellor last week and he has assured her that should the funds, if they happen to come through the district office, they would then be directed to the LACC Foundation 100%.
6. Brittany also mentioned the different grants that are on deck and the reports that are due in a couple of months.

iii. BASIC NEEDS PROGRAM

D. LYNNE

1. Daren Lynne's report was also sent to the Committee members.
  - a) She briefly went through her report. The top part is the second half of the allocation from the Emergency Food and Shelter program that supports the LACC Food for Thought. Daren is working with the City Cares team, specifically Dean Alvarez, to make purchases for the Pop-up Food Pantry as they move forward. They've identified 12 weeks during the fall semester. The first one will be September 11th where we will augment staple items like bread, soups, dried goods, things like that to put in their pantry.
  - b) Daren also mentioned that she'll work with Brittany to leverage the ECMC Foundation grant. Because one of the things that the Emergency Food and Shelter Program grant allows them to do is if we were to use the ECMC dollars to purchase the food that goes into the pantry. Then they can submit it under the Emergency Food and Shelter and then the Foundation can retain that \$25,000 Brittany received to use in the future, for additional purchases where they aren't able to utilize grant funding.
  - c) The next item she discussed was grocery gift cards. Daren had hoped that with the donation that Kroger had made to the LACCD that were dispersed during the pandemic, we'd be able to leverage this. However, Kroger currently can't work with us. They haven't been very helpful. They say they don't really allow anyone to leverage on purchases and then the Foundation for the Los Angeles Community College District just finished their report on the 250,000 that they had received during the pandemic. Daren went on to contact Vallarta Supermarket to get grocery gift cards from them and from Safeway.
    - 1) She mentioned that we have a significant amount of money to spend before the end of November and That's about \$360,000.

- d) Daren briefly reported on the Emergency Food, Shelter, and Rent Assistance. They have about \$52,000. As soon as students start going into the City Cares network, the funds will be deployed to the students. They have limited it to two months' assistance for fall because of the limited amount of funding that is available.
- e) She reported on other items in her report like Fresh Success Program and Student Health Center support from Wesley Health.

iv. MAJOR DONORS

L. NASHUA

- 1. Lisa went over the major donors' report.
  - a) She mentioned that they will keep working on the major donors. They've had some great movements. Lisa also talked to the Chancellor about the Sculpture Garden, and she will be sending some materials to him. Hopefully this will be finalized in a couple of months.
  - b) She also gave an update on the meeting she had with Ron Levant via Zoom. He's almost done with his last payment on his pledge. He presents at research conferences, but only if they're online. He found out that his gift for the speaker series was not endowed. Kevin Brown was the person behind the paperwork and hopefully it will get fixed as soon as possible and set it up as an endowment.
  - c) Lisa went on to say that she did reach out to David Ambroz regarding an introduction to Jamila Hunter to onboard, hopefully Chris Abrego. He wants to follow up with the conversation one-on-one.

v. COLLEGE ENGAGEMENT

- 1. Lisa, Shannon, and Brittany will be splitting the different educational departments to attend their department meetings and see what their needs are.
- 2. Lisa mentioned that this Fall semester is quite busy. The Foundation is offering textbook awards, laptop awards and Bio 20 kit labs.
  - a) Anna Le briefly talked about how she came up with this idea of offering this lab kits. The students that are enrolled in Bio 20 and apply for the Foundation Textbook Voucher will be able to add it to the list of requested textbooks.

vi. PLANNED GIVING PROGRAM

S. CASSIDY

- 1. Shannon's report was also sent to the Committee, and she briefly went over some of the items listed in her report.
  - a) Lisa mentioned that they're coming along the Planned Giving. Shannon has been working on this and one of the things that they realized is that they don't have as much content as they'd like to put on a website or implant giving materials that are more neutral, what they predominantly have is events.
  - b) A few of the things she's been working on since she got here are, focusing on some data work and building out an individual giving plan for the rest of this year and for part a little bit of the beginning of next year. A few groups she's targeting this year. Affinity group alumni, emeriti people that we already know are connected to LACC. She wants to create specific materials for them to really bring them in further and kind of increase engagement with them.
  - c) She also wants to do hosted receptions that are kind of just for these groups of people who give \$1000 up so that they, you know, feel like insiders, they kind of get that that VIP feeling.

**III. COLLEGE ADMINISTRATIVE REPORT**

**A. GEBRU/A. LE**

- a. Dr. Gebru was not present at this meeting. No updates submitted.
- b. Anna Le briefly introduced herself as the new Academic President. Since she's relatively new to this she didn't have that much to share.

**IV. TREASURE'S REPORT**

**B. WINTERS/D. CHAN**

- a. July 2023 Financials and Credit Card Statements
  - i. Bob Winters moved to approve the July 2023 financials and credit card statements as presented.
    - 1. Danny Chan seconded.
    - 2. **Motion Passed MSP**

- ii. Danny Chan added some content to the financials as we're looking at July 31st as actually the peak. Since July 31st, things have come down a little bit. Just looking at the cash investments with approximately 48.5 million. The portfolio has come down about \$2,000,000. We're sitting at as of today about 42.8 not including the City National Savings, Cash and Shares. Danny continued to go over the current assets.

**V. BOARD CHAIR'S REPORT**

**R. SCHWARTZ**

- a. Robert welcomed Anna Le as the new Academic President and to the Executive Committee meetings. Robert also talked about the marketing banners that are currently displayed down on Melrose which he doesn't like because a few years ago he was part of the LACC Marketing campaign along with Alan Daniels and Alex Swart. The College shifted to Elder Tree and changed the concept of the banners. He mentioned that they already brought this up to the new president when they met with him.

**VI. PUBLIC COMMENTS**

- a. No comments

**VII. ADJOURNMENT AND NEXT MEETING**

- a. The meeting was adjourned at 12:46 PM
- b. Next meeting will be on September 26, 2023, at 11:00 AM

**NOTE: MSP=Moved Second Passed**

**Approved by Julie Stromberg, Secretary**