

LOCATION: LACC Foundation Conference Room
Student Union Building
855 N Vermont Ave
Los Angeles, CA 90029

CONFERENCE CALL INFORMATION

Dial: 1 (669) 900-6833

Meeting ID: 811 0670 4987

Passcode: 567255

TIME: 11:00 A.M.

MINUTES

Attendance:

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

Members Absent: Danny Chan (Assistant Treasurer); Anna Le (President, Academic Senate)

Guests: Thomas Burley, Daren Lynne, Helen Khachatryan and Silvia Martinez

I. CALL TO ORDER

R. SCHWARTZ

- a. The meeting was called to order at 11:04 A.M.
- b. Motion to accept minutes from April 23, 2024
 - i. Jeff Zarrinam motioned to accept and approve the minutes of April 23, 2024, meeting as submitted.
 - ii. Bob Winters seconded.
 - iii. **Motion Passed MSP**

II. COLLEGE ADMINISTRATIVE REPORT

A. GEBRU/J. DOMINGUEZ

- a. Dr. Gebru attended the meeting via conference call. First, he congratulated Lisa and the Foundation team for their great work at the scholarship event last week. It was great to see many of our students receive scholarships.
- b. He gave a brief update on the end of the year celebrations. Last week they had the Black graduation and the Peter graduation. June 4th will be the main campus graduation at the Greek Theatre which will be the first one for Dr. Gebru at LACC.
 - i. Miguel Santana will be the speaker for the LACC Graduation. He is the President & Chief Executive Officer of the California Community Foundation.
- c. Dr. Gebru also mentioned that they will be emailing the State of the College end of the year update today or tomorrow and he will have his secretary send it to the Foundation Board as well.
- d. In terms of hiring, he reported that they are losing their VP of Student Services, Allen Andriassian, who is going to Glendale City College. Alen's last day will be June 30th. Then they will be posting permanent positions soon. In the meantime, they have posted the interim position to try to get somebody in there, hopefully by July 1 or sometime after that.
 - i. They didn't have a strong pool of candidates for the VP of Academic Affairs position. So, they are looking to fill the position with an interim person as well.
- e. Joe Dominguez gave other updates on the campus community.

III. EXECUTIVE DIRECTOR'S REPORT

L. NASHUA

a. Lisa Nashua reported on the following items.

i. SWAP MEET - UPDATE

1. The swap meet report from Odd Market was distributed and Lisa mentioned that the swap meet had a couple of cancellations in April due to rain, that inclement weather. Lisa and Dr. Gebru will be walking outside where the new possible location for the swap meet will be, and they also will try to schedule an appointment to bring in Philip Dane. The only other question is where to place the permanent porta potties.
2. Overall, the swap meet is down by \$50,368.96 less than last year.
 - a) The Swap Meet commission for April 2024 was \$28,673.76 for both Saturday and Sunday.
 - b) The year-to-date total is \$128,351.58.

ii. 2023 AUDIT

1. The LACC Foundation 2023 regular audit is on hold until the auditors complete the single stop audit for the Federal Funds that were spent. For the last two weeks, Daren Lynne has been in communication with the auditors to provide all the documents requested by them. Helen has also been working with the auditors and Daren by running all the reports and locating the required receipts and other documents.
2. They hope to have a draft copy of the audited report for the next Executive Committee meeting.

iii. MAJOR DONORS

L. NASHUA

1. Lisa went over some of the highlights of her major donors' report.

- a) She reported that she and Dr. Gebru met with John Branca for two hours. Dr. Gebru and John Branca have a lot in common when it comes to sports and entertainment. She also mentioned that they're getting a proposal ready for him about transfer scholarship. He also wants to help LACC with creating a messaging about transferring and his experience at LACC.
 - 1) He has a big announcement to make, about the enormous gift that he's making to OXY for the John Branca Institute. It is focused on transfer, and he wants them to focus on transferring from LACC and other community colleges.
- b) Dr. Gebru and Lisa are working on an honorary degree for Marji Fond. Rich requested this for Marji's birthday. Lisa doesn't know the process for this and is waiting for Dr. Albo-Lopez, Vice Chancellor for Educational Programs & Institutional Effectiveness at LACCD to ensure they can provide Marji Fond with an honorary degree.
- c) Lisa reported that she had a conversation with Marilou Hamill regarding Sterling Franklin's request for award recipient and account details. She specifically indicated that she and Mark Hamill do not want any information regarding their scholarship to be shared with Sterling Franklin.
 - 1) Lisa will follow up with Marilou to put together a virtual event with Mark in early fall. Follow up in mid-July to schedule and plan.
- d) Joan Dangerfield spoke with Stan about Morgan Freeman being honored at this year's gala. Joan informed Lisa that while Stan felt positive about the possibility, he indicated that if Morgan Freeman had a shoot somewhere or an engagement popped up, that would preclude him from participating. The other thing is that he requires flying private and a suite at the Four Seasons. It could cost up to \$40K to have him as a potential gala honoree. Lisa and Joan will try to look for another celebrity.
- e) Lisa went on to mention that she had a brief conversation with Dennis Gilbert. He's traveling and will contact him again next week to follow up about the honorary committee and his Dodger's tickets.
- f) She had lunch with Ron Kendis to discuss two new scholarships. He and his wife will begin the funding of the two separate endowments at \$10,000 and will engage other faculty and potentially alumni.
- g) Lisa also mentioned she's waiting on Rona Sebastian to find out when Herb Alpert will be visiting the campus.
- h) Marketing: Alex Swart met with President Gebru and members of the LACC leadership to present Swart Ad's past work and moving forward with a refresh campaign – very positive result. Alex will temporarily step away from the LACCF board for 6 months – 1 year to engage LACCF on a retainer.
- i) The United Way Emergency grant to students was completed in May. \$25,000 to award up to 50 \$500 awards to help students finish strong.

- j) Community grants that Congressman Schiff helped us to get signed. Lisa and Tom will have a zoom meeting on June 4th regarding the process to complete the grant and receive the funding.

iv. PLANNED GIVING PROGRAM

- 1. June 10, 2024 – 21 people who attended the planned giving seminar are interested in setting up an appointment with an advisor. Lisa is setting up meetings for these individuals – looking for a second date option with the estate planning experts on this same day.

v. GALA 2024 PLANS

- 1. The 2024 Gala will be on Wednesday, October 23rd at the Skirball Cultural Center. Reception at 6pm and Program starts at 7pm.
 - a) Save the Date being dropped end of May. Some of Robert’s friends were removed as per his request. Daren is facilitating lists and sponsorship work with Al Ballesteros; Ellen Zaman/CHLA – Lisa is facilitating lists and sponsorship work with Ellen. About 2,500 on mailing lists. Prospects include CHLA supporters, Board, Administration; Kaiser community; Wesley Health; Board membership – HCOC & LACOC for Ellen; Healthcare County committees for Al.

vi. BLACKBAUD RAISER’S EDGE DATABASE

- 1. Lisa contract with Matthew Hopf, Project Director, and Consultant - RE NXT Migration Readiness Assessment; engage in assessment of RE database, usage and functionality. De-dup records in preparation for migration to NXT. \$12,765; will then ascertain how best to facilitate migration and provide estimate for that project (if additional hours are needed) and provide training to staff. This matter was further discussed by the Committee, and they talked about the cost of having Blackbaud software. Might need to hire a database manager.

vii. FOUNDATION ENGAGEMENT

- 1. Tom Burley went over some of the highlights of his report.
 - a) He mentioned that he has two submissions on deck. One is for the AHEAD for Allied Health in the amount of \$100,000. The other one is for the Hilda Solis grant which is for general operating for \$10,000.
 - b) Tom also reported on the eight pending grants and gifts. Care First Community Investment for Equity in Medicine for \$1,200,000. Golden Globe Foundation for Cinema/TV and Journalism students for \$32,500. and a couple of other pending grants.
- 2. Meeting with Councilmember Soto-Martinez’s office with reference to a potential job fair.

viii. BASIC NEEDS PROGRAM

D. LYNNE

- 1. Daren Lynne went over her report.
 - a) She met Al Ballesteros at Wesley. They outlined their respective task lists. A copy of this was provided to Lisa and Robert. Daren mentioned that they asked Al for a \$35,000 donation from him and JWCH.
 - b) Daren went on to report on the other aspects of her work. She mentioned that they’re hoping that they could prove to the National Institute of Health Grant that it provides support for the Care Case managers in two of those areas food & shelter assistance.

ix. SPRING 2024 EVENT – CALENDAR REQUEST

- 1. The list of the spring events was listed under Lisa’s report. A calendar invitation will be sent to all Board members to attend the events. The Board members can just accept the ones that they plan to attend.

IV. TREASURE’S REPORT

D. CHAN

- a. April 2024 Financials and Credit Card Statements
 - i. Bob Winters moved to approve the April 2024 financials and credit card statements as presented.
 - 1. Jeff Zarrinam seconded the motion.
 - 2. **Motion Passed MSP.**

V. LACC FOUNDATION POLICIES

L. NASHUA

- a. Lisa distributed a hardcopy of the updates for the LACC Foundation Policies and Procedures.

- i. Robert Schwartz suggested table this agenda item for the next Executive Committee meeting.

VI. BOARD CHAIR'S REPORT

R. SCHWARTZ

a. Closed Session

- i. The Executive Committee met in closed session at 12:30 PM to discuss personnel review.

VII. PUBLIC COMMENTS

a. None

VIII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 1:45 PM
- b. Next meeting will be on June 25, 2024, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary