

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: 874 4894 4199

Passcode: 649144

TIME: 10:00 A.M.

MINUTES

Attendance:

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

Members Absent: Bob Winters (Treasurer); Amanuel Gebru (LACC President) and Anna Le (President, Academic Senate)

Guests: Carmen Dones (Interim VP, Academic Affairs); Sterling Franklin; Tom Burley; Daren Lynne; Helen Khachatryan and Silvia Martinez

I. CALL TO ORDER

R. SCHWARTZ

- a. The meeting was called to order at 10:05 A.M.
- b. Motion to accept minutes from June 25, 2024
 - i. Danny Chan motioned to accept and approve the minutes of June 25, 2024, meeting as submitted.
 - ii. Julie Stromberg 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. The swap meet report from Odd Market was distributed and Lisa mentioned that the swap meet is still down and struggling.
 2. The agreement between the Foundation and the College with the district is due for renewal. The Foundation is working with Joe Dominguez and he's making a call to the district to make sure that the renew of the lease agreement for three more years is on the Trustees meeting agenda.
 - a) Once that is executed then the Foundation can sign the agreement with the swap meet vendor to renew their lease with the Foundation.
 3. There was a discussion on a new proposed location for the swap meet suggested by VP, Joe Dominguez. This new location is the parking structure on Heliotrope Ave.
 4. Overall, the swap meet is down by \$64,099.96 less than last year.
 - a) The Swap Meet commission for June 2024 was \$43,497.00 for both Saturday and Sunday.
 - b) The year-to-date total is \$206,270.58.
 - ii. EDD AUDIT
 1. Helen has submitted another set of documents requested by the EDD auditor. It is all the 1099 for the last three years including 2024. The EDD is homing in on a couple of individuals who've received 1099. Myra Infante in

particular. They requested to look at all her details because she's one of the ones who has been ongoing, which she's the perfect example of why EDD came up with this role.

- a) Lisa mentioned that they've also asked for a lot of detail on the Music Instruction. That's the other one, because there's so many of them in the Music department and they're regularly.
- b) Lisa will keep the Committee informed if there are any other updates.

iii. 2023 AUDIT

- 1. The auditor met with the Audit Committee yesterday and they reviewed the LACC Foundation 2023 regular audit and the single stop audit. Danny Chan mentioned that in summary the audit was passed with flying colors. There were no comments and no findings. That's due to the great work by Foundation staff in keeping records for different information.
 - a) Ed Dilkes asked if the foundation was going to receive a clean letter from the auditors. Lisa responded, yes that it is an unaltered opinion.
- 2. The auditors will be presenting the 2023 Audit report to the board of directors at their meeting on July 30th

iv. MAJOR DONORS

- 1. Lisa went over some of the highlights of her major donors' report.
 - a) She will be meeting with Marji and Richard Fond for breakfast to begin conversation about new support.
 - b) Lisa informed the Committee that Sterling Franklin had confirmed his Gala participation at a \$15,000. He also plans to purchase three additional tables for LACC guests.
 - c) Dr. Fariba Kalantari donated \$17,000 in dental services in June to one of our LACC students.
 - d) Lisa spoke with Steve Lebowitz regarding the issues with LACCD legal and she learned that he has spent \$300,000 to get this agreement aligned for LACCD. He indicated that he is ready to write his \$500,000 check for the art. Joe Dominguez to follow up with the district's legal counsel.

v. PLANNED GIVING PROGRAM

- 1. Lisa reported that they are putting together another estate planning workshop at the end of August. They're going to do a double in the afternoon and then in the evening as they did have a lot of requests. If they could have it in the evening.
 - a) Afternoon and evening sessions with community members to include list of local homeowners w/out filed trusts.

vi. GALA 2024 PLANS

- 1. Over 500 sponsorship solicitations dropped throughout July. Over \$3 million in solicitations.
 - 1) Focus on follow-up. Commitments include, SCE (level TBD), Chik-Fil-A (level TBD), Dean Hansel \$5,000, Marlene Louchheim \$10,000, Sterling Franklin \$15,000, Debbie and Milt Valera \$10,000, Ed Dilkes \$10,000 to date.

vii. BLACKBAUD RAISER'S EDGE DATABASE

- 1. Lisa commented that the Blackbaud Raiser's Edge Database is still on hold. The Ad hoc Committee to get together to discuss this matter.

viii. FOUNDATION ENGAGEMENT

- 1. Tom Burley went over some of the highlights of his report.
 - a) He reported on the grants received, the current grant submissions and the pending grants and gifts.
 - b) He also informed the Committee that he met with Assembly Member Santiago's office regarding Allied Health initiatives, and he met with United Way again about workforce development initiatives.
 - c) Working with CD-13 to arrange Workforce Development Fair and inviting all political contacts to Gala 2024

ix. BASIC NEEDS PROGRAM

D. LYNNE

- 1. Daren Lynne went on to report on the Single Stop Audit.
 - a) Audit of federal funds expended over \$750,000, including EFSP and Fresh Success, completed with no findings or recommendations after federal review. Final approved audit document due to FCCC.
- 2. Fresh Success Management Evaluation.
 - a) Final Report received with no findings or recommendations for the LACC Foundation

- b) One recommendation for LACC: Students should remain in Fresh Success post-graduation for support with testing fees or other needs.
 - c) Communication with Kelly King, LACCD Foundation, confirmed that 31 out of 36 LACC nursing graduates received \$500 grants for study aids and testing fees.
 - d) Noted that the program no longer reimburses for utilities as a supportive service.
3. EFSP Phase 41 Program
- a) LACCF awarded \$62,500 (\$46,250 for food and \$16,250 for rent/mortgage) with the program ending on 12/31/24.
 - b) Utility support has been removed from the federal program.
 - c) All final reports will be due mid-February 2025 to EFSP National Board for Phases 39, Food, Hotel, Rent Mortgage, Phase ARPAN Rent/Mortgage, Phase 40 Food, and Phase 41 Food and Rent/Mortgage.
4. National Institutes of Health Research Grant
- a) Submitted a proposal to support the LACC Foundation City Cares Network Enhanced Care Case Manager (Wesley Health) and Fresh Success. The grant aims to evaluate the impact of support on student success, reducing educational bias, and removing barriers for underserved populations. Funding support for three academic years (7/1/24-6/30/27) with reporting through 9/30/27.
 - b) Received notification of award status on 7/7/24 for \$1.9 mil grant; additional documents required prior to funding
 - 1) Completed Other Support Budget form and submitted to Wesley Health for review; received positive feedback, ready to submit.
 - 2) LACCD IRB Exemption Application under review by Institutional Effectiveness. Engaged in discussions with Anna Badalyan for data analysis and review and potential data sharing agreement with Wesley Health.
5. Gala Follow-up
- a) Coordinating with AI on required documents for NIH grant; will pivot back to gala preparations afterward, meeting scheduled Tuesday of next week.
6. Additional Grant Opportunities
- a) Collaborating with Wesley's Division Director on grants for LACC Mental Health and Substance Use Disorder support and other student support projects.
 - b) Collaborating with LACC IE to create a master CCN LACCD IRB Exemption Application that can be used for additional funds/research projects
7. UWGLA Home for Good Back Office Support Grant
- a) Funds received; includes stipend support for office staff earning less than \$80K to be disbursed by September 2024. I will work with Helen and Lisa on that component.
8. Health Science Pathway Grant
- a) Working with Dean Hamilton on the HHS grant application, \$1.2 mil

III. COLLEGE ADMINISTRATIVE REPORT

J. DOMINGUEZ

- a. Dr. Gebru was not present at this meeting. VP, Joe Dominguez did a formal introduction of Dr. Carmen Dones as the new interim Vice President of Academic Affairs. Dr. Dones comes from West Los Angeles College.
- b. VP Dominguez briefly reported on the College Enrollment Fair scheduled for Saturday, August 12th in the Quad.
- c. He also reported on the current construction

IV. TREASURE'S REPORT

D. CHAN

- a. June 2024 Financials and Credit Card Statements
 - i. Robert Schwartz moved to approve the June 2024 financials and credit card statements as presented.
 - 1. Jeff Zarrinam seconded the motion.
 - 2. **Motion Passed MSP.**
- b. Danny Chan gave a brief overview of the current portfolio accounts and income statement.

V. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. Nothing to report

VI. PUBLIC COMMENTS

- a. Sterling Franklin asked if the Foundation publishes an annual report.
 - i. Lisa responded that it falls under the Director of Development, roles and responsibilities. And when we get one back in place that will be one of the items on the list for the Director of Development to work on.

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:35 AM
- b. Next meeting will be on August 27, 2024, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary