

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); Danny Chan (Assistant Treasurer); Jeff Zarrinam (Member-at-Large); Amanuel Gebru (LACC President); Carmen Dones (Interim VP, Academic Affairs); Anna Le (President, Academic Senate); Joe Dominguez (VP, Admin Services); and Lisa C. Nashua, Ph.D. (Executive Director)

Members Absent: Julie Stromberg (Secretary)

Guests: Sterling Franklin; Tom Burley; Eddie Hernandez; Daren Lynne; Helen Khachatryan and Silvia Martinez

I. CALL TO ORDER

R. SCHWARTZ

- a. The meeting was called to order at 11:02 A.M.
- b. Motion to accept minutes from July 23, 2024
 - i. Danny Chan motioned to accept and approve the minutes of July 23, 2024, meeting as submitted.
 - ii. Jeff Zarrinam seconded.
 - iii. **Motion Passed MSP**

II. EXECUTIVE DIRECTOR'S REPORT

L. NASHUA

- a. Lisa Nashua's report was sent to the Committee along with the rest of the meeting materials.
 - i. SWAP MEET - UPDATE
 1. The swap meet report from Odd Market was distributed and Lisa mentioned that the swap meet did better in the month of July.
 2. The agreement between the Foundation and the College with the district was up for renewal. However, there were other things that needed to be completed before the district could approve the agreement. For now, they only approved a one-year permit. The Foundation doesn't have the adequate insurance. Lisa is already working in adding the additional coverage and increasing the amount.
 3. Lisa mentioned that they also must work out the details on the location and the percentage share. President Gebru has asked that the Foundation reconsider allocating a higher percentage for the President's Office since the swap meet is using college space.
 - a) Lisa is going to meet with Phillip Dane to execute the renewal lease agreement with the Foundation and the Swap Meet.
 4. Overall, the swap meet is down by \$78,110.44 less than last year.
 - a) The Swap Meet commission for July 2024 was \$33,399.52 for both Saturday and Sunday.
 - b) The year-to-date total is \$239,670.10.
 - ii. EDD AUDIT

1. The EDD auditor has until the end of September to complete this audit. They've everything they could possibly need from the Foundation. And now we're just waiting for their findings and for a memo back on the issues.
 - a) Lisa will keep the Committee informed if there are any other updates.
- iii. 990 FILING
 1. 990 Filing has been completed. Lisa reviewed all the 70 pages of the 990 filing to make sure there were any mistakes. She corrected some information that was not accurate and sent it back to our auditor firm.
- iv. MAJOR DONORS
 1. Lisa went over some of the highlights of her major donors' report.
 - a) She followed up with Jeremiah Cillpam and his team on \$15,000 gala sponsorship. Will check in again as he indicated that he wants to participate and would like to have Dr. Gebru at his table.
 - b) Meryll Alpert made a \$2,000 donation and told Lisa to use it in the area of greatest need. It will assist with the challenge match for the Give A Credit campaign.
 - c) Lisa is working with Alex Wiesenfeld to determine the best proposal for Mark Terasaki's donation to honor his mother.
 - d) Les McCann Scholarship. Alan Abrahams started an endowment to honor LACC Music Alumnus Les McCann. He already achieved about \$20,000 in commitments to fund the endowment. The goal is to get \$50,000 by the end of 2024. Alan started with the first \$5,000 gift and following a meeting with Jackie Schwartz, she agreed to send \$5,000. Jackie Schwartz is also an alumna of LACC. The Eggers are contributing \$10,000 to the endowment.
 - e) She spoke Fran Morris Rosman and Randal Rosman from the Ella Fitzgerald Foundation about the gala and what they have determined to do is they have said yes to \$50,000 in support. They would like us to announce that at the gala as a challenge for other individuals to support the nursing program. They will be donating \$12,500 every year for the next four years.
- v. PLANNED GIVING PROGRAM
 1. Lisa reported that the Estate Planning workshop will be on August 29, 2024.
 - a) Mailing and email promotions sent w/ reminders to date about 35 attendees. There will be two times available, one at noon and the last one at 6:00 p.m.
 - b) Eddie Hernandez has been working on this event and will be reaching out to the 600 people who are on the list to provide them with more information about this workshop.
- vi. GALA 2024 PLANS
 1. They are finalizing edits on invitation to include all sponsors to date w/ key art edited by Alex Swart to include presented by The Herb Alpert Foundation.
 - a) Lisa, Daren, Eddie and Tom are focused on follow-up. Current commitments are over \$200,000 today. The goal is to go into the gala with over \$300,000
 - b) Also working on securing silent auction items.
- vii. FOUNDATION ENGAGEMENT
 1. Tom Burley went over some of the highlights of his report.
 - a) He reported on the grants received, pending grants and current grant submissions.
 - b) He met with United Way again about Workforce Development Initiatives, connected them with Career Center for Mentorship program expansion.
 - c) Working with CD-13 to arrange Workforce Development Fair and inviting all political contacts to Gala 2024
- viii. BASIC NEEDS PROGRAM
 1. Gala Follow-up
 - a) She's been working with Al on the gala. Al is looking forward to being able to share his story at the gala and hopefully motivate students and donors.
 2. EFSP Phase 41 Program

D. LYNNE

- a) Attended PH 41 planning meeting one with planning meeting two scheduled for August 30th. LACCF awarded \$62,500 (\$46,250 for food and \$16,250 for rent/mortgage) with the program ending on 12/31/24. Award notification received on July 19th. Food \$46,250 and Rent/Mortgage \$16,250.
- 3. National Institutes of Health Research Grant
 - a) Additional information and documents requested were provided on August 1, 2024. Waiting for LACCD IRB Exemption Application approval. The application is still under review.
- 4. Daren also updated the Committee on additional grant opportunities
- 5. Health Science Pathway Grant
 - a) The first Department of Health and Human Services application is due September 6th. They're still determining whether they're going to go. It would be \$400,000 a year, plus the indirect fees. The federal indirect cost rate and about \$400,000 a year.

III. COLLEGE ADMINISTRATIVE REPORT

A. GEBRU

- a. The main quad construction project will start at the end of September. The students, faculty and staff advocated for emergency blue phones with 360 cameras, additional LED lighting and the infrastructure repair of the boiler system.
- b. Dr. Dones reported on enrollment and other updates regarding classes offered at City
- c. Dr. Gebru talked about the safety upgrades. Since they had an assault and robbery in the parking structure. They installed drop down arms. They're rolling out the cub card ID badge, which will be rolled out in about 3 weeks. Employees will have to make sure to have their ID to get into the parking garage. He also mentioned that the cameras in parking lot 4 are now working.
- d. The College administration provided the Committee with a list of the outstanding balances for graduated students from Summer 2023 to Spring 2024. Dr. Gebru gave an example of an international music student that owed \$9,000. The Foundation covered \$6,000 of those outstanding fees and the student signed a promissory note to pay the remaining \$3,000. The student is now a resident of the United States, and the fees could possibly be waived.
- e. Dr. Gebru talked about other activities happening on campus and the trip where he took nine students to Africa.

IV. TREASURE'S REPORT

D. CHAN

- a. July 2024 Financials and Credit Card Statements
 - i. Bob Winters moved to approve the July 2024 financials and credit card statements as submitted.
 - 1. Ed Dilkes seconded the motion.
 - 2. **Motion Passed MSP.**
- b. Danny Chan gave a brief overview of the Foundation portfolio accounts and current market.

V. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. Nothing to report. However, he strongly recommended that the Herb Alpert Foundation \$100,000 sponsorship for the Gala 2024 be used for Music students Emergency funds.
 - i. Lisa went on to mention that she had a conversation with Rona Sebastian and was very specific that the gala funds are flexible funding in support of Allied Health and the Foundation.
- b. He also mentioned that in the past for the Galas the Foundation has always reached out to the College vendors and contractors and have gotten a good response.
 - i. Lisa responded by thanking Joe Dominguez because his team member, Jose, had put together a list and all those individuals are being solicited. Tom had already put on the list for the construction people and solicited them as well.

VI. PUBLIC COMMENTS

- a. Sterling Franklin complimented VP Dominguez for the enrollment fair.
- b. He also asked to know more about Al Ballesteros because he couldn't find anything about him.
 - i. He wants to send the invitation to his contacts and want to be able to tell them about the honorees.

- c. Sterling also inquired about the return on the investment which he stated that he had requested that information for the last meetings.

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 12:06 PM
- b. Next meeting will be on September 24, 2024, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary