

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); Bob Winters (Treasurer); Julie Stromberg (Secretary); Jeff Zarrinnam (Member-at-Large); Amanuel Gebru (LACC President); Anna Le (President, Academic Senate); Joe Dominguez (VP, Admin Services) and Lisa C. Nashua, Ph.D. (Executive Director)

Members Absent: Danny Chan (Assistant Treasurer); Carmen Dones (Interim VP, Academic Affairs)

Guests: 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 10:04 A.M.
- b. Motion to accept minutes from September 24, 2024
 - i. Mr. Winters motioned to accept and approve the minutes of September 24, 2024, meeting as submitted.
 - ii. Jeff Zarrinnam 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. Lisa reported that the entry ticket sales for the swap meet are lower than previous years. The Foundation paid for a portion of the stolen items. Joe Dominguez is working with the Sheriff's Office and Khalil to make sure there're no more issues. Khalil purchased a lock to keep the gate closed and they will have the keys for this lock. They'll work on negotiating a lease agreement for the new location.
 2. Overall, the swap meet is down by \$87,361.34 less than last year.
 - a) The Swap Meet commission for September 2024 was \$35,193.00 for both Saturday and Sunday.
 - b) The year-to-date total is \$310,896.20.
 - ii. EDD AUDIT
 1. Lisa confirmed the EDD audit is ongoing, with stasis mode until the auditor returns next month. We expect no additional documentation requests and completion within 30 days.
 - iii. GUARDIAN SCHOLARS ENDOWMENT -FUND REQUEST
 1. Lisa requested approval to move funds from the Guardian Scholars Endowment to their operating account, as they have seen an uptick of \$11,000, exceeding their 4% earnings of \$4,000. The funds come from the earnings of their \$100,000 endowment which they raised two years ago.
 - a) Jeff Zarrinnam motioned to move \$11,000 from their earnings to their operating account.
 - b) Julie Stromberg seconded
 - c) **Motion Passed MSP**

iv. MAJOR DONORS

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

- a) Lisa reconnected with John Branca and the team from Occidental College are finally back on track, who were on hiatus over the summer. There are only a couple of things left on their articulation agreements and ensuring everything is good for students transferring from LACC to OXY. Lisa also mentioned that John Branca is focused on the music students. However, Dr. Gebru and she tried to talk to them about a broader student recruitment that included President Scholars and other students to ensure the success of their proposal. They currently have a Ralph Bunche Scholar who's enrolled at OXY.

v. PLANNED GIVING PROGRAM

1. The plan for the rest of the year is to focus on IRAs, as seen in Cal Poly Pomona's successful start in 2018. The plan involves targeting donors who already give through their IRA and ensuring they continue to give regularly. Past prospects with IRAs will be surveyed to help them become accustomed to giving. The plan also includes a postcard campaign before year end to capture those who haven't made a gift or cleared out their IRA, allowing them to avoid paying taxes. This strategy aims to increase the number of IRA donors.

vi. GALA 2024

1. Lisa reported that the Gala has sold over 400 seats, raised \$392,250 in pledges and sponsored donations, and is currently raising \$83,000 for the \$50,000 Ella Fitzgerald Foundation challenge. The final meeting confirmed the flow and run of the show. They expect to raise a potential \$25K to \$50K increase the night of the gala.

vii. INDIVIDUAL DONOR SUPPORT/CAMPAIGNS

E. HERNANDEZ

1. Eddie mentioned that the year-end appeal is gearing up for two campaigns. The Give a Credit campaign and the Give Every Month campaign. The Give a Credit campaign offers a range of options for donations, from \$46 for one credit to \$2,760 for two years. The LACCF has secured \$12,000 in matching gifts for the campaign. The Give Every Month campaign allows staff and faculty to donate monthly through payroll deductions, with the minimum amount being \$7.67 per month for two credits and up to \$46 per month for 12 credits. Communication will begin in November. The goal is to hit a \$45,000 goal. Eddie is also working with a source of prospects and the information was included in the board materials.

viii. FOUNDATION ENGAGEMENT

T. BURLEY

1. Tom Burley went over some of the highlights of his report.

- a) Tom reapplied for support for OSS programs for blind and partially sighted students, highlighting the improved completion rate of students passing math, English, and geography. They also applied for the CD13 community benefit, which is a small \$15,000 grant to help the team and explore further opportunities.
- b) He went on to report that he's collaborating with senior leadership and Lisa on a well-rounded proposal for the Weingart Foundation. There is about \$2.3 million in pending grants and gifts.
- c) The LACC Foundation was out of compliance with the CCCSE Osher Scholarship Endowment due to leftover funds, but Silvia Martinez has ensured they spent it last year and now the LACC Foundation is back in compliance with the CCCSE Osher Scholarship Endowment, and the report was completed on October 1st as well as the Kaiser and ECMC Foundation reports which showed \$24,000 for food pantry funding. The LACC Foundation plans to shift to a donation structure, reducing actual funding slightly. However, this money can be used for grocery gift cards, pop-up pantries, shelf stakes, and other support programs.

ix. BASIC NEEDS PROGRAM

D. LYNNE

1. Gala Follow-up

- a) Daren, Al Ballesteros and his team secured over \$81,000 in Gala sponsorships, highlighting the pleasure of reconnecting with all the healthcare providers who supported students and community during COVID. They provided free Flu and COVID Vaccine clinics on campus every Friday and encouraged the Board to thank and connect with them at the gala.
- b) Wesley Health Center acquired a former bank near LACC campus for comprehensive behavioral and health services. They're discussing grant processes to connect students with resources and the Health Center.

2. National Institutes of Health Research Grant

- a) Daren is still waiting for information from NIH, they have taken all the additional documentation that we provided. We still have funding notice, so she's hoping to hear something when they're ready.
- 3. They've been processing Emergency Food and Shelter rent assistance requests, with \$8,000 remaining to be allocated by November 15th. They are working with City Cares Network and food donations to reach more students. They are now using Food Forward and Lunch Box, Inc. and have completed the reports for compliance and ongoing partnerships.
 - a) No Food Pop Up Pantry on Monday, November 11th because of Veteran's Holiday.
- 4. Daren also reported on the EFSP Phase 39 Food, Rent/Mortgage, Hotel and other highlights from her report.

III. COLLEGE ADMINISTRATIVE REPORT

J. DOMINGUEZ

- a. Dr. Gebru was excited about his first Gala at City tomorrow night. He thanked Lisa and the team for planning and putting in a lot of effort.
- b. Dr. Gebru enjoyed the John Branca Institute kickoff, featuring great music and a chance to hang out with John Branca. He hopes to continue that relationship and strengthen their partnership.
- c. He also reported that Chancellor Rodriguez is retiring on November 3rd, and an interim chancellor will take over. A national search will be conducted to find a permanent chancellor. Dr. Gebru wished the best to Chancellor Rodriguez.
- d. The college hosted the 26th Annual International Book Awards with over 40 categories, attracting attendees from around the world. Additionally, 347 people, including campus faculty and staff, visited Ghana for a transformational cultural, educational, and learning experience about Pan Africanism, sharing their experiences across multiple locations.
- e. Dr. Gebru discussed the implementation of key cards for parking lot gates, aiming to ensure accessibility for non-college employees and guests, ensuring smooth operations. The Foundation Executive Board most likely would need to get key cards.

IV. TREASURE REPORT

D. CHAN

- a. September 2024 Financials and Credit Card Statements
 - i. Bob Winters moved to approve the September 2024 financials and credit card statements as submitted.
 - 1. Marvin Hoffman seconded the motion.
 - 2. **Motion Passed MSP.**

V. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. No updates.

VI. PUBLIC COMMENTS

- a. None.

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 10:35 AM
- b. Next meeting will be on November 19, 2024, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary