

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

Members Absent: Julie Stromberg (Secretary); Bob Winters (Treasurer); Olga Diaz (VP, Student Services); and Carmen Dones (Interim VP, Academic Affairs);

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

I. CALL TO ORDER

R. SCHWARTZ

- a. The meeting was called to order at 11:05 A.M.
- b. Motion to accept minutes from November 19, 2024
 - i. Marvin Hoffman motioned to accept and approve the minutes of November 19, 2024, meeting as submitted.
 - ii. Danny Chan 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. According to Lisa Nashua, the Swap Meet revenue is still down. We will need to go through the entire process again in order to obtain an amendment. Joe and Lisa are awaiting word from the district regarding an update to the agreement that needs to go through Contracts. It's not as simple as most people believe. Still in the rear. We still have hope for it. It took a lot of work to get it on the agenda the last time, so hopefully everything will work out as soon as we can get contracts to get it on the calendar.
 2. Overall, the swap meet is down by \$110,246.44 less than last year.
 - a) The Swap Meet commission for November 2024 was \$30,384.00 for both Saturday and Sunday.
 - b) The year-to-date total is \$375,456.20.
 - ii. EDD AUDIT
 1. Lisa Nashua provided an update regarding the audit with the EDD. During the audit, Lisa did what she could to collaborate with Judy, the EDD auditor, who had a challenging workload due to multiple leaves of absence. Judy reviewed the relevant employment insurance codes and the 2020 EDD assembly bill with Lisa and while she categorized the faculty correctly as employees of the district, it was identified that changes need to be implemented concerning the Guardian Scholars employees due to non-compliance with the ABC test under Senate Bill 85. The auditor also interviewed Mayra who claimed that she was a Foundation and District employee but then it was clarified. Ultimately, Judy is recommending a no-change audit, which will be

submitted to the EDD Review Panel for further action. The faculty's status appears secure, and further discussions will be necessary regarding the Guardian Scholars employees.

iii. MAJOR DONORS

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

- a) Lee Broda has re-engaged and sent her gift for the LB Award, which Eddie Bledsoe in theater is looking into for awarding in the spring. Lisa also sent her information to support the theater program's travel fund as they were doing fundraising on the holiday card as a soft sell for the travel fund.
- b) Monica Hyon sent a \$1,000 donation that will be matched 2 to 1 by Sempra making it a \$3,000 donation to the Hyon-Ghani Math Scholarship.
- c) Lisa also mentioned a \$10,000 donation that came in from a new donor and kind of anonymous. After going back and forth with the financial advisor we find out that the donor's name was Maria Zuckman.
- d) The fencing is up, and Steve Lebowitz is working to secure Thomas Price's representative at Hauser and Wirth to complete the sculpture by December 2025 or January 2026. This is crucial as the sculpture is not a piece to be moved around.
- e) Mark Terasaki has funded a \$100,000 workforce development project with the Art department to honor his mother. The project will fund students placed in professional art entities, with the hope of receiving at least \$250,000 from his mother's estate. His two siblings are overseeing the estate of their mother. The project is expected to be completed annually, as Mark was excited about the visiting curator and student internship apprenticeship model.
- f) The LACCD/LACCF agreement was supposed to go on the Trustees agenda this month. Lisa to follow up with Kelly King to find out if it was finalized.
- g) Lisa and the college administration are working on the Spring Completion Award as it was done last year per the board's recommendation. They'll be meeting tomorrow to go over the details so that they'll have a proposal for the group in January to tell you how much we're hoping to utilize for that Award.

iv. PLANNED GIVING PROGRAM

E. HERNANDEZ

1. The next planned giving workshop is scheduled for February 4th, 2025. The program has connected with 46 individuals who requested Planned Giving Estate guides from April to December. Anna Hernandez, retired faculty, and Tanya Vaughn have been invited to the workshop. Eddie is reviewing 150 prospects and is strategizing outreach to alumni donors first and are Planned Giving prospects. He has also connected with planned giving prospects from the Emeriti group, encouraging them to consider LACCF in their estate planning. The program has increased its prospect list to include two new individuals who requested estate planning guides

- a) Robert Schwartz suggested communicating with the Sanders' sisters and Palmer Langdon

v. INDIVIDUAL DONOR SUPPORT/CAMPAIGNS

E. HERNANDEZ

1. The Give A Credit campaign successfully raised \$12,000 in matching gifts and sought additional funds. The College sent email communications to faculty and staff to encourage donations. Major donors also received an email seeing donations for unrestricted funds to assist students. Multiple donation amounts were offered, including \$46 for one credit, \$92 for two credits, \$184 for four credits, \$552 for a full-time student for a semester, \$1,380 for a full-time student for a year, and \$2,760 for a full-time student for two years. Four email communications were sent to constituents and social media posts were posted to engage followers.
2. The team secured the first GEM member and created a digital flyer for the initiative. Dr. Dones, Interim VP of Academic Affairs and Carolina from the Dream Resource Center shared the flyer with faculty and staff and Academic Senate. Eddie and the College leadership are strategizing to ensure all faculty and staff are encouraged to enroll in the Give Every Month initiative. The GEM webpage was updated, and faculty and staff were encouraged via multiple email communication to give every month through payroll deductions. Credit card options were also included. Communication included a student photo and inspiring quotes to drive donations.
3. Eddie briefly went over the other items on his report which was distributed to the Committee.

vi. FOUNDATION ENGAGEMENT

T. BURLEY

1. Tom Burley went over some of the highlights of his report.
 - a) He reported receiving the first-year commitment of \$120,000. For the \$360,000 three-year grant from the California Community Foundation to support BITMI, to engage more with Outreach/In reach.
 - b) Tom also mentioned that they have submitted the WM Keck Foundation (Research Paper) grant proposal for Guardian Scholars in the amount of \$25,000 and to the Dell Foundation for a \$97,500 grant for the Ralph Bunche Scholars Program.
 - c) He's still working on a proposal for the Weingart Foundation for underserved groups. Robert Schwartz suggested contacting David Ambroz to see if he can give any insight into how to go with this submission.
 - d) Tom went on to report that he's working with Supervisor Solis' office and Juan Alvarez on a grant for Cubby's Closet as well as working on other potential grants submissions.

vii. BASIC NEEDS PROGRAM

D. LYNNE

1. Daren's report was provided to the Committee along with the other meeting materials.
 - a) Daren reported that we applied to the National Institutes of Health (NIH) for the 'Health & Opportunity' project. Recent feedback indicated that our proposal was recognized for its innovative approach and potential to create lasting impacts. The process has reinforced our ability to deliver meaningful programs and positioned us for future opportunities.
 - b) Emergency Food and Shelter Program (EFSP)
 - 1) We have successfully expended funds across Phases 39, ARPA-R, 40, and 41, providing food and housing assistance to our students. Utilizing a portion of the funds for Fall 2024, the Foundation provided 1,000 \$100 grocery gift cards distributed through CCN. These programs have had a measurable positive impact on our participants' academic success and stability, as evidenced by Institutional Effectiveness reports.
 - 2) We plan to integrate Fall 2024 data into our final reports (UWGLA and FEMA EFSP), due in early 2025, to illustrate the ongoing impact of these initiatives. The report will include Earmark Basic Needs, Fresh Success, and Dept. of Ed Basic Needs grants and other Foundation programs that provide funding to address social determinants of health.
 - 3) The Foundation's SAM.gov renewal is due by 1/25/25. I am working with Lisa and Robert to provide the necessary information.
 - c) Nursing Grants
 - 1) We are actively pursuing funding for "It Takes a Village" to reduce implicit bias and improve cultural competency in nursing education. This aligns with the mission to address systemic inequities and produce skilled, inclusive healthcare professionals. The application to the Department of Health & Human Services for the ITV three-year pilot program has been submitted, and we're preparing for the next phase of LACCD IRB process in March 2025. We are also preparing the Mark S. Taper LOI, with submission planned for early 2025
 - 2) A new project, titled **Healthcare Hospitality Initiative** - emphasizes welcoming care, this is currently being developed.
 - d) Student Health and Wellness
 - 1) Our collaboration with Wesley Health Center is focused on sustaining case managers, mental health, and substance use disorder services for LACC students. We are pursuing additional funding opportunities, including the 2025 SAMHSA prevention cycle, to strengthen these essential supports. I am scheduled for two webinars this week, tomorrow and Wednesday, to learn more about funding opportunities that align with our programs.
2. She also wanted to acknowledge the continued success of food donations through our Food for Thought Initiative partners Student Lunchbox and Food Forward, and to recognize the Pop-Up Pantry program. As mentioned in prior reports, the Foundation utilized grant funding (ECMC, EFSP, and donations to Food for Thought) to expand offerings during the last four pantries with \$26,000 in purchases from Vons, Rick's

Produce and to the CubStore, for continuing the Finals Meal Program, which provided 2,000 meals last week. These initiatives support hundreds of students each month. The Pop-Up Pantry will reopen on January 6, 2025.

III. COLLEGE ADMINISTRATIVE REPORT

A. GEBRU

- a. Dr. Gebru is excited about the end of the fall semester and the finalization of all the hiring. He expects a permanent Dean of Counseling in the spring semester and a permanent Vice President of Academic Affairs by the end of the spring semester. The hiring process for the permanent Vice President will begin in February and March, with the start date expected by July 1.
- b. The college also celebrated its holiday community gathering last week.
- c. The district's interim Chancellor for next year is Dr. Albert Roman and they plan to hire a permanent Chancellor a year from now.
- d. He also reported on other aspects of the college like enrollment status and improving campus widespread communication.

IV. NOMINATING COMMITTEE

J. STROMBERG

- a. Julie Stromberg was not present at the meeting, the nomination of Greg Goeckner and Gerard Tamparong to the Board was postponed to the next Board meeting in January. Dean Hansell is now the Chair of the Nominating Committee with Julie Stromberg and Danny Chan as members.

V. TREASURE REPORT

D. CHAN

- a. November 2024 Financials and Credit Card Statements
 - i. Ed Dilkes moved to approve the November 2024 financials and credit card statements as submitted.
 1. Robert Schwartz seconded the motion.
 2. **Motion Passed MSP.**
- b. Danny Chan stated that the balance sheet is healthy, with similar amounts compared to November 30th. He expects no significant changes from now to year end, with borrowing remaining relatively stable. The LACC Foundation is in a good position with sufficient funding. However, the City National Money Market rate may be decreasing, prompting a review of the Money Market account. The Finance and Investment Committee meeting on January 21st will further discuss this.

VI. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. Robert Schwartz went on to report that he had a conversation with Dr. Gebru and VP Dominguez regarding Alex Swart and LACC Branding/Image Campaign contract extension and they decided to hold on to this discussion until further notice.

VII. PUBLIC COMMENTS

- a. Sterling Franklin had several discussion topics and one of them was that he's going to create an endowment in honor of Dean Ann Hamilton who oversees several programs on campus. This will be a \$50,000 endowment fund with an initial 2,000 spendable to provide awards for nursing students.
- b. He also talked about having an annual report posted on the Foundation's website and available for donors.

VIII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 12:07 PM
- b. Next meeting will be on Tuesday, January 21, at 10:00 AM

NOTE: MSP=Moved Second Passed

Approved by Julie Stromberg, Secretary