

IX. PUBLIC COMMENTS

1:34 P.M. to 1:37 P.M. (3 minutes)

X. ADJOURNMENT AND NEXT MEETING

R. SCHWARTZ

- 1) Next Board of Directors Meeting will be on July 29, 2025, at 12:00 PM
- 2) 2025 meetings calendar included in email distribution.

LOCATION: LACC Foundation Conference Room
855 N Vermont Avenue
Los Angeles, CA 90029

ZOOM PHONE CONFERENCE

Dial: (669) 900-6833 Meeting ID: 859 8741 7167 Password: 290492

TIME: 12:00 P.M.

MINUTES

Attendance:

Members Present: Robert Schwartz (Chairman); Marvin Hoffman (Immediate Past Chairman) (Conference Call); Edward Dilkes (Vice Chairman); Bob Winters (Treasurer); Julie Stromberg (Secretary) (Conference Call); Danny Chan (Assistant Treasurer) (Via Conference Call); Jeff Zarrinam (Member-at-Large); Joan Dangerfield (Conference Call); Dean Hansell; Fariba Kalantari (Via Conference Call); Margaret Martin DrPH, MPH.; Jerrod McClung; Michael Morgan; Robert Reeves; Alex Swart; Gerard Tamparong; Berj Tashjian, MPA; Dr. Amanuel Gebru (LACC President); Dr. Olga Diaz (VP, LACC Student Services); Joe Dominguez (VP, LACC Administrative Services); Carmen Dones (VP, LACC Academic Affairs); Anna Le (President Academic Senate); and Lisa C. Nashua (Executive Director)

Members Absent: Charlotte Bland (Advisory Group); Sandra Cuneo (Advisory Group); Mike Harriel; Theo Kingma; DJ Moore; Maria Reisch (Emeriti Association); and David Ryu

Guests: Tom Burley; Eddie Hernandez; Daren Lynne; Helen Khachatryan; Sterling Franklin; Phillip Dane (Swap Meet Operator) and Silvia Martinez

I. CALL TO ORDER

R. SCHWARTZ

a) The meeting was called to order at 12:05 PM

II. APPROVAL OF THE CONSENT AGENDA ITEMS

a) Consent Agenda Items

i) Minutes of October 29, 2024, and Minutes of Annual Meeting of December 12, 2024.

ii) Alumni/Individual Outreach and Corporate/Foundation Outreach

iii) Financials and Credit Card statements through December 2024

(1) Dean Hansell moved to approve the items on the consent agenda including minutes from October 29, 2024 meeting and Minutes of the Annual meeting of December 12, 2024, as well as the Financials and Credit Card Statements through December 2024 as submitted.

(a) Margaret Martin seconded the motion.

(b) **Motion passed MSP.**

III. SWAP MEET – REMOVED FROM CONSENT AGENDA

R. SCHWARTZ/P. DANE

a) Robert Schwartz requested to have the Swap Meet item removed from the Consent Agenda to give Phillip Dane the opportunity to talk about his request. He also mentioned that they were thinking of moving the swap meet to the structure where most members of the LACC Campus park on Heliotrope Drive. Which would bring more money and security not only for the vendors but the patrons as well. This is an urgent issue as the percentage the Foundation is getting paid from the swap meet is significantly reduced, and a solution must come soon. Because the less money the Foundation gets, the less it has to put into operating the Foundation.

i) Phillip Dane took the floor to talk about how when they moved from Newport Diversified to save the swap meet, they had 40 vendors at the time. After the weekend, they had nearly 200. However, the street vendor problem got out of control. They are now fully on the perimeter of the lot, and swap meet vendors are asking for a lot move so they have the security and confidence to sell again without the worry of competitor street vendors. Met with Khalil Harrington, Joe Dominguez, and Maintenance crews to get the green light for the move.

(1) Phillip asked to bring the rate down from 34% Saturdays-39% Sundays to 25% Saturdays and Sundays for at least 90 days after the move and then go back to the original rate afterwards.

- (2) He also wants to create a “Hybrid Market” in the parking garage to tailor the gentrifying neighborhood. Phillip wants the school to introduce a “Food Truck Row” to help with cracking down on the street vendor issue and to barricade the perimeter of the new location of the swap meet to ensure the safety of the vendors and the customers, as well as to ensure that outside street vendors can’t encroach on the swap meet's boundaries.
- ii) Robert reintroduced the question on the table about reducing fees from the swap meet, referencing a similar situation in 2021. However, they must ensure that the school is on board and assist in getting an amendment from the Board of Trustees to change the location on the existing agreement.
 - (1) Joe Dominguez mentioned that the school is still working on addressing the street vendors, liability, space accommodations, walkways, and accessibility while developing a pros and cons list of potential solutions.
 - (2) Dr. Gebru mentioned to be mindful of the residents and surrounding neighbors, and making sure that all parameters are considered, and coming to a solution quickly and positively.
 - (3) Robert suggested tabling the decision for 3 ½ weeks out till the next Executive Committee meeting to discuss the reduction and potential relocation of the swap meet

IV. FOUNDATION REPORT

L. NASHUA

- a) Lisa Nashua praised Eddie for exceeding the goal in the Foundation's Year-End Annual Appeal, highlighting the ongoing success. She also thanked Anna Le for faculty engagement and to all the Challenge matches we’re receiving, which have helped the Foundation reach new levels. Eddie's contribution is significant, with the annual appeal reaching over \$30,000. Lisa mentioned that they’re excited about the team effort and the many exciting projects underway.
- b) EDD AUDIT
 - i) Lisa informed the Board that the Foundation received a no-change opinion from the EDD audit. They identified issues with contracts with department staff, and the Foundation plans to change the way they contract and reimburse the college. They also need to ensure they always pay based on the contract. The auditor released the report a month later, but they wanted to discuss the non-findings and recommendations with Lisa.
 - ii) Lisa mentioned that they will evaluate the report and ensure they work closely with the college and contract individuals, monitoring them closely for grant requirements and adhering to EDD requirements. They will also ensure they’re in line with the EDD requirements, which is critical for the Foundation.
- c) COMPLETION AWARDS – FUNDING REQUEST FROM LACC ADMINISTRATION
 - i) Dr. Olga Diaz mentioned that the Executive Committee approved up to \$32,000 to replicate the aid awards. They created more forward qualification requirements for students to meet this aid. Of the data they collected, they determined 119 out of 140 students met full qualifications and were sent invitations to apply for this aid. Out of those 119, only 11 responded and have started the process on how to receive those funds. They target students who have a debt of \$850 or less and how many units they have left to graduate.
- d) PLANNED GIVING PROGRAM
 - i) Eddie Hernandez informed everyone about the upcoming Planned Giving workshop on February 20th, with two sessions at 12:00 PM and 6:00 PM. There are currently nine registered individuals for the 12:00 PM session and two for the 6:00 PM session. The workshop is free and open to the community, with the goal of educating everyone. Eddie is excited about our alumna Lee Broda attending one of the sessions. He also plans to reach out to the Emeriti and other prospects to ensure a large turnout. The flyer for the workshop will be sent to the Board too.
- e) COMMITTEES & WORKING GROUPS REPORTS
 - i) GOVERNANCE COMMITTEE
 - (1) By-Laws Update Approval
 - (a) Dean Hansell informed the Board about the by-laws update. He went through each article but only focused on the ones that needed actual updating. - Article I - added the word residential to make it more inclusive and truer to what the Foundation does anyways.
 - (i) Article II - Eliminated Honorary and Emeritus members. Not included in the Brown Act, so they’re not needed terminology-wise, but there is mention of Advisory members. They are not allowed to vote and do not count for quorum purposes.
 - (ii) Article III - The board has the power to control and dispose of property; no reference made to purchasing property. Also, it has the power to remove officers, agents, and employees, but not other board members.
 - 1. The board also has provisions for electing members at annual and regular meetings, with two

D. HANSELL

safeguards: a quorum present and a 2/3 majority of those present. The nominating process will be part of the Governance Committee, and notices of meetings can be received through mail, email, or hand delivery. The proxy vote will be eliminated.

2. Ed Dilkes inquired about potential housing collaborations with other entities, suggesting specific authorization in the by-laws for joint powers under the Statute for Community College Foundation.
 - a. Dean Hansell mentioned that they could discuss the matter further, but they may not have the time to do so at this time. He suggested that Ed Dilkes obtain the necessary information, and they can propose another change at the next Governance Committee meeting.
 - (b) Dean continued to review the different updates on the bylaws. At the end, he asked if there were any questions from any of the board members and/or members of the public.
 - (i) Sterling Franklin made some comments on the updates and suggested some corrections on the numbering.
 - (c) Ed Dilkes moved to approve the new bylaws update.
 - (i) Margaret Martin seconded the motion
 - (ii) **Motion passed MSP**
- (2) New Board Members Approval
 - (a) Dean Hansell went on to briefly talk about the two new board members being voted for today. Gerard Tamparong and Greg Goeckner.
 - (i) Dean Hansell moved that Gerard Tamparong be approved as a new board member of the LACC Foundation.
 1. Ed Dilkes seconded the motion
 2. **Motion passed MSP**
 - (ii) Dean Hansell also moved to approve Greg Goeckner as a new board member of the LACC Foundation.
 1. Ed Dilkes seconded the motion
 2. **Motion passed MSP**
- ii) FINANCE AND INVESTMENT COMMITTEE B. WINTERS/D. CHAN
 - (a) Danny Chan reported that the Foundation's financial position is quite well. With total assets now around \$55,150,000, crossing the \$55,000 mark. The biggest buzz this week has been about an AI program that is being run at a fraction of the cost, with a quarterly cost of about \$6,000,000 U.S. dollar equivalent. Some believe there could be subsidies from the content company, which could provide more information about the reported amount used to run the AI program.
 - (i) Inflation is slightly down, and the economy is doing well. Retail is doing well, with a CPI of 2.9% and 266,000 job gains. Unemployment is at 4.1%, and hourly wages have increased by 3.9%. However, dollar inflation is a major concern due to the new administration's plans to increase tariffs, leading to increased long-term yields and mortgage rates. Trump's goal is to cut rates to stimulate and grow the economy.
 - (b) Danny also reported that at last week's Finance & Investment Committee meeting they were notified that Dr. Robert Nichols, CEO of Windward Capital had passed away and that now, Joseph Robillard is the new CEO and President.
 - (c) 2025 LACC Foundation Proposed Budget Approval
 - (i) Robert Reeves moved to approve the 2025 LACC Foundation Proposed Budget with corrections made by Lisa.
 - (ii) Julie Stromberg seconded the motion
 - (iii) **Motion passed MSP**
 - (d) Robert Schwartz mentioned that he had few questions based on what happened this past year versus what's proposed for the coming year.
 - (i) Lisa clarified that calculations were based on December and January projects, which are currently unknown due to current administration. She asked the board to approve \$131,500 for Emergency Support programs, including \$75K for Emergency Assistance and \$56,500 for City Cares Emergency support requested by Daren Lynne. She also mentioned potential budget updates and reductions this year due to political and funding changes.
 - (ii) Robert moved the Basic Needs and Emergency Support Fund items from his report here to suggest

moving the \$200,000 that is still in the 2022 Gala fund to Emergency Assistance. Lisa responded that they'll move the funds as needed because they didn't want to restrict the funds to just that purpose. They want to have the flexibility to use the funds as needed.

iii) **GUARDIAN SCHOLARS PROGRAM**

R. REEVES

- (a) Robert Reeves is working to understand the requests of Guardian Scholars staff for support for specific events. He is trying to track down the outcomes of these events to fine-tune the assistance needed.
- (b) He has met with the new director and is unsure of the plan. Lisa and Tom met with Dean Nikki Harrison to gather more information and give feedback to the working group.
- (c) Robert Reeves is trying to gather historical data and success stories from the events they have sponsored. He is concerned about the attendance rate of students registered at Guardian Scholars events and is working to improve the percentage.

iv) **DEVELOPMENT COMMITTEE**

R. SCHWARTZ

- (1) Robert Schwartz mentioned that the Development Committee didn't meet due to the wildfires. He mentioned that they'll update the board at their next meeting.

V. COLLEGE PRESIDENT'S REPORT

A. GEBRU

- a) Dr. Gebru reported that some people from the district and the campus were affected by the fires. He mentioned that they'll do their best to support the community and faculty & staff.
- b) The campus will have the Flex Week where they host a professional development activity, featuring a guest speaker and a faculty member. The event aims to kick off the spring semester and provide training for faculty and staff.
- c) Enrollment is up. The enrollment fair had a successful turnout. The campus had an opportunity to increase enrollment both within the community and internationally through the Korean Program led by Mickey Hong and Professor Lianne. They plan to travel to Korea to work on modules and partnerships, offering courses to Korean students.

VI. TREASURER'S REPORT

D. CHAN

- a) None

VII. FOUNDATION CHAIR'S REPORT

R. SCHWARTZ

- a) **BASIC NEEDS AND EMERGENCY SUPPORT FUND**
 - i) These items were discussed under the 2025 LACC Foundation Proposed Budget Approval
- b) **SWART AD MARKETING INITIATIVE**
 - i) Robert discussed the \$57,000 budget allocated for SwartAd's Marketing Advertising Initiative. He mentioned that they did all their work and that the funds were spent. It has all gone to the district for implementation and to put it on billboards, but the initiative seems to have stopped there. He mentioned that the board had allocated 10s of thousands of dollars for this. Robert wanted the board to be aware of the situation and asked Joe Dominguez to explain the status of this with the district.
 - (1) Joe Dominguez mentioned that they did an RFP process. However, the winter break has caused a delay for district review but has already followed up and is awaiting confirmation. The on-campus vendor has been finalized, and external vendors should receive clearance this week.
- c) **2025 BOARD DUES & 2025 CONFLICT OF INTEREST FORM**
 - i) Robert reminded all Board members to complete their 2025 Conflict of Interest form and to pay their 2025 dues.

VIII. PUBLIC COMMENTS

- a) None

IX. ADJOURNMENT AND NEXT MEETING

- a) The next meeting of the Board will be on April 29, 2025.
- b) The meeting was adjourned at 1:58 P.M.
- c) 2025 meetings calendar were included in the email distribution.

NOTE: MSP=Moved Second Passed

Approved by: Julie Stromberg, Secretary

Major Donors

First Name	Last Name	Notes
[REDACTED]	[REDACTED]	[REDACTED] attended the reception and would be open to engagement. Want to feature in planned giving material. Reach out to discuss providing testimonial in a video
[REDACTED]	[REDACTED]	[REDACTED] made her annual \$2,000 gift - we will put in the general fund as she has allowed us to use it for the area of greatest need. Art received a \$10K donation they have yet to tap into.
[REDACTED]	[REDACTED]	Robert reached out to [REDACTED] to join the Working Group. [REDACTED] reached out via email to welcome him. [REDACTED] says he wished to help, but he is putting everyone through the paces with a review of past work, beyond current staffing. He is not helpful or supportive of the GS program. Claims that [REDACTED] is not ready to support the LACC GS program.
[REDACTED]	[REDACTED]	Lee met with our financial planner and mentioned that she is planning to include LACCF in her estate plan/trust. Reached out to [REDACTED] to set up a check-in meeting. Her international student scholarship is being awarded this fall and I will give her a full report. Inviting to attend the scholarship ceremony.
[REDACTED]	[REDACTED]	Contact regarding programming to get music students excited about Occidental College. Tours, program attendance any longer-term event or workshop and promotional video. Aim for \$40,000 year in support.
[REDACTED]	[REDACTED]	[REDACTED] will send in a recommendation to nominate LACCF for the National [REDACTED] award. Grant to be completed by early May.
[REDACTED]	[REDACTED]	Request put in for pick-up of refrigerator and hood to facilitate final GIK. Estimated \$10K for chemical hood and fridge. Will hire a moving company to collect items.
[REDACTED]	[REDACTED]	Received second payment - \$5,859 balance of their \$10,000 commitment to the Scholarship endowment.
[REDACTED]	[REDACTED]	[REDACTED] requested no more work be done on the honorary degree. Invited [REDACTED] to consider visiting with LACC ASG students. [REDACTED] was on campus and the students were thrilled to have her stop by. I invited [REDACTED] to attend the Nick Beck Lecture.
[REDACTED]	[REDACTED]	Finally spoke with the donor. He is doing much better - he is at spring training in AZ. We will set up a time to meet in April. Spring training does not end until March. Keep missing him. Left another message.
[REDACTED]	[REDACTED]	Checking in with donors, she is interested in adding to their endowment. Potential \$10,000.
[REDACTED]	[REDACTED]	Professor [REDACTED] mother-in-law has been in the hospital for several months, he does not believe they will be able to create the new scholarship this year. Will need to ensure his award is granted.
[REDACTED]	[REDACTED]	Started a new endowment to honor the retired chair of the Math Department. The endowment will benefit LACC STEM majors with the award being facilitated by the Foundation.

		Circled back with [REDACTED]. He had said at year end his schedule was very busy with out-of-town conferences. Reminder if I can assist in completing his \$40,000 donation to honor his father [REDACTED] who taught math at LACC. He confirmed his commitment to this fund. He is finalizing the endowment application form.
		No response from [REDACTED] regarding presidential reception. Followed up after award of scholarship [REDACTED] phone #'s do not work. Letter communication. Eddie went to find [REDACTED] home - it was sold, Silvia located an assisted living location but does not seem to be there.
		Provided a list of LACC alumni working/significant artists per donors request. Sent photos of the status of quad construction. Will work with Joe Dominguez to call a meeting of the art committee to garner suggestions for the last piece. [REDACTED] is very happy with the current construction. The entire quad is under construction.
		All art pieces sold. December 3rd sale totaled \$5,140 with second sale in January for unframed pieces totaled \$1,632 for a grand total of \$6,772 in proceeds received for sale the by Clark Fine Art.
		Discussion and development of Psychology Internship Program to present to donor. Two concepts - the first focuses on the new Social Work ADT (transfer) which is something that will resonate with the donor. Send includes Social work and Addiction studies (we don't think this is the ideal fit). Proposal aims for \$1.5 million commitment to fund \$50,000 fieldwork/internship program w/ stipends. Currently, students must ID their own internship opportunity, not expect to get paid and the program sees 10-15% enrollment drop in the capstone fieldwork class.
		Invited [REDACTED] and her husband to the upcoming Scholarship luncheon and program.
		[REDACTED] sent in his \$1,500 for the [REDACTED] Memorial Scholarship. Unfortunately, his intention to donate his artwork may not result in much \$\$ due to no sales history. Invited to the Scholarship Awards Ceremony
		Invited to the upcoming Nick Beck Lecture and Scholarship ceremony. She is planning to attend with her husband. At the last lecture [REDACTED] attended, she emphasized that the lecture series is to engage LACC students with prominent investigative journalists. It's fine to include the public/community, but [REDACTED] wants the room filled with LACC students. She is unable to attend the scholarship ceremony.
		Sent letter for scholarship recipient. Spoke with [REDACTED] at length. LACCF is in his will/trust. Will need to learn more about the Chemistry Endowment and use by the department. [REDACTED] would like more than one \$2,000 transfer scholarship to be awarded if possible. Will meeting in Late April or early May to discuss further. Will meet with Glen to discuss endowment as the department has not utilized the funds. [REDACTED] would like a personal visit with him in NorCal.
		Reached out to donor. Waiting for GS to provide updated report to finalize information to donor to solicit another \$25,000 donation.
		Updated endowment. She wants a \$1,000 award annually - open to all STEM not just Math students. Working to learn if she has made plans for LACC in her estate. Inviting to the Scholarship ceremony.
		Spoke [REDACTED] briefly. Setting up a lunch date to begin cultivating a gift for an endowment in honor of her late husband. Inviting to the scholarship ceremony.

██████	██████	Internship MOU fully executed; Art department is working on promoting the internship with LACE. Will produce a report for ██████ w/ notes from student intern(s).
██████████	██████	President Gebru and I met with donors in their home. We will meet again in May. They will host an event. Looking to put together a President's advisory council, starting with a think-tank type of event. Followed up after ██████ had surgery. She is doing well. Dr. Gebru is preparing an itinerary for their upcoming trip which includes Ghana in April. Need to confirm the follow-up meeting date prior to their trip.
██████	██████	Received activity report to send to donor the first week in January. Will share and ask for \$25,000 contribution to continue supporting LACC DC. Program counselors still have a good amount of funds.
██████	██████████	Met with ██████ (renowned research chemist whose area of expertise is lithium-ion batteries) for the first time near his home in Montecito. He credits LACC for enabling him to enroll at UCLA. He came to the US from Bolivia after his family left Europe. He had only been here for a year when he enrolled in high school and LACC helped him acclimate and prepared him for his future in higher education. Will set up a meeting with ██████ and Glen to discuss needs in the Chemistry Program. We had an initial discussion about paid internship support.
██████	██████████	Received \$10,000 in support of visual arts program, acknowledgement sent to donor via advisor. Working with ██████ to utilize the resources and provide an impact report. - checked in regarding plans, following up with Amarpal.
██████████		Spoke with ██████. With all the craziness of the current US administration, she is more committed to our LACC students. She will also send basic needs supplies, including laundry kits for Cubbies Closet.
██████████		Tentative approval of Anthony Poon. Waiting for confirmation. Reached out to the Foundation to check in and provide updates. Joe Dominguez is following up with the district to find out where things are at. Followed up with Christine to produce ██████ report to receive next \$10,000 donation for Music Awards.

Community Partnerships

██████████ Foundation – referral by ██████████. Working with ██████ to produce a community event focused on literacy and learning at Ovation Hollywood. ██████ is covering the costs. Donating \$5,000 to LACC to cover materials for event activity kits being created by Ziraili Martinez – based on the recommendation of Kelli Miller, the chair of the LACC of Child and Family Studies.

Student Fire Emergency and Completion Awards

\$55,000 available to students for fire-related emergency and/or completion this spring term. Two funders – ██████████ – partnership grant with LACCD for Trade Tech and ██████████. Able to make awards to limited number of faculty and staff adversely affected by the fires as well.

Other items

- ██████████ Cohort 1 Community Grant completed. Meeting with RadTech to discuss implementation. Will reach out to the Nursing program to determine if they are also ready to participate. Will launch in summer.
- Working with Joe Dominguez and President Gebru – updated to location of swap meet to adjacent lot near Sci-Tech and the Library. Improved logistics. Meeting w/ Faculty Senate to discuss their concerns. Follow-up with faculty senate.
- Nick Beck Lecture Series Featuring Jacob Soboroff – please plan to attend on May 15th at 5:00 p.m.
- Scholarship Ceremony – please plan to attend on May 20th at 1 p.m. (lunch at 11:30).
- LACC Commencement – please let us know if you plan to attend on June 10th at 5:00 p.m.

Major Donor Contacts

First Name	Middle Name	Last Name	Notes
[REDACTED]	[REDACTED]	[REDACTED]	<p>Went to lunch with [REDACTED]. Had a great conversation around planned giving and monthly giving. [REDACTED] stated he will include the Foundation in his estate plans. Discussed a potential new fundraising event which includes selling jewelry that his wife creates. [REDACTED] Confirmed that ten to twenty-five percent of profits made from the sale of jewelry will go back to the Foundation.</p>
[REDACTED]	[REDACTED]	[REDACTED]	<p>[REDACTED] is a faculty member in the English department and is a member of our [REDACTED]. She has expressed heavy interest in doing more for students. Started conversations around planned giving and what that entails and how she could make a lasting impact in the lives of students. She's currently exploring new ideas on how she can best support students and still stay within her giving capacity. I will continue to steward her and ensure she stays involved with the Foundation.</p>
[REDACTED]	[REDACTED]	[REDACTED]	<p>[REDACTED] She mentioned she would consider attending. [REDACTED] Our conversations focus around planned giving opportunities. [REDACTED] Continuing to build a relationship with [REDACTED]</p>
[REDACTED]	[REDACTED]	[REDACTED]	<p>Followed up with [REDACTED]. She is a great planned giving prospect. [REDACTED] mentioned [REDACTED]</p>
[REDACTED]	[REDACTED]	[REDACTED]	<p>[REDACTED] She was very thankful for the invitation and would do her best to attend. Regardless, we had a great conversation around supporting students at LACC. Will continue exploring ways for her to give at her giving capacity.</p>
[REDACTED]	[REDACTED]	[REDACTED]	<p>Reached out to [REDACTED] is non-responsiveness is having me believe his business is not currently ready to create an endowment as he originally planned. [REDACTED] If his non-responsiveness continues, I will stop following up and will focus my attention elsewhere.</p>

<p>[REDACTED]</p>		<p>[REDACTED]</p>	<p>Been in constant communication with [REDACTED]. I proposed a new opportunity for her to assist students at LACC. [REDACTED] planned giving conversations are still continuing so there is an expectation of her becoming a major donor soon. Her affinity for LACC continues and grows.</p>
<p>[REDACTED]</p>		<p>[REDACTED]</p>	<p>[REDACTED] She demonstrated interest in attending and stated she would consider. She is a great planned giving prospect as she has the capacity to submit a bequest. [REDACTED] She clearly cares. Will continue providing new and exciting opportunities for her to be involved and turn her into a major donor.</p>
<p>[REDACTED]</p>		<p>[REDACTED]</p>	<p>[REDACTED] She was completely unaware at first but as our conversations continue, she is becoming more and more interested in supporting students. She's constantly asking questions about the Foundation and inquiring about our events and activities. [REDACTED] She stated interest in our Give A Credit campaign as well. Will continue to steward and encourage her to give at a higher level.</p>
<p>[REDACTED]</p>		<p>[REDACTED]</p>	<p>[REDACTED]</p>
<p>[REDACTED]</p>		<p>[REDACTED]</p>	<p>[REDACTED] is the first time she is giving to the Foundation and clearly stated she is willing to continue her giving. Currently having conversations with her around our other opportunities at the Foundation and how she can be more involved. [REDACTED]</p>
<p>[REDACTED]</p>		<p>[REDACTED]</p>	<p>[REDACTED] stated he wants to do the tour but due to schedule conflicts he has been unable to meet. [REDACTED] when we do speak, conversations have been around planned giving.</p>
<p>[REDACTED]</p>		<p>[REDACTED]</p>	<p>[REDACTED]. I offered to meet at another location but was unable to confirm a new meeting location so the meeting was postponed. [REDACTED]</p>

			<p>[REDACTED]</p> <p>Conversations over email have consisted around increasing his yearly giving to assist additional students.</p>
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Planned Giving Program & Prospects

- [REDACTED]
- [REDACTED]
- Confirmed our Legacy Society will be launched this year in the Fall.
- [REDACTED]
- [REDACTED]
- Drove [REDACTED] Currently searching for Palmer at local retirement homes.
- [REDACTED] Requested a copy of her estate plan to induct her into our legacy society.
- Planned Giving website will be update and revamped. New website will include the ability to create your own will utilizing the tools available on our website. Reviewing website before it's published and live on our site.
- Reviewed and identified twenty-five planned giving prospects that visit our planned giving website consistently to connect and set a meeting.
- Followed up with six prospects from Emeriti to personally invite them to lunch and discuss their estate planned giving.
- Connected with seven donors who are alumni and are planned giving prospects to discuss our new legacy society.
- Offered my assistance to each prospect as they navigate their estate planning and offered a time to meet so we can build a relationship and ensure they have all their questions answered.

Year-Round Campaign

Give Every Month:

- Secured a new GEM member.
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Secured new student quotes to use in our GEM email communication.
- Included all monthly givers into our GEM society.
- Implementing new strategies to acquire new GEM members.
- Connected with GEM members to steward and build relationships.
- Strategizing with college leadership to ensure all faculty and staff are encouraged to enroll in our Give Every Month initiative.
- Updated our Give Every Month web page that's included in our LACCF website under the Ways to Give tab.
- Faculty and staff were encouraged via multiple email communication to give every month through a payroll deduction.
- Included an option to give every month by using a credit card on our Give Every Month web page.

Nick Beck Investigative Journalist Lecture Spring Campaign

- Update: Event will take place on Thursday, May 15, 2025.
- [REDACTED]

FOUNDATION ENGAGEMENT

Granted

Grant	Purpose	Amount	Timeline
[REDACTED]	Journalism	\$11,000	1 year

Submissions

Grant	Purpose	Amount	Timeline
[REDACTED]	Fellowships	\$32,500	1 year
[REDACTED]	Guardian Scholars	\$30,000	1 year
[REDACTED]	Rad Tech	\$10M	1 year
[REDACTED]	Soccer	\$26,000	2 years

Submissions On Deck

Grant	Purpose	Amount Request	Deadline
[REDACTED]	Underserved Groups	TBD	Ongoing
[REDACTED]	Guardian Scholars	\$10,000	May 1
[REDACTED]	TBD	TBD	May 30
[REDACTED]	Guardian Scholars	\$30,000	May 15
[REDACTED]	Guardian Scholars	\$5,000	May 1
[REDACTED]	Basic Needs	\$125,000	May 1
[REDACTED]	Guardian Scholars	\$25,000	Ongoing
[REDACTED]	Equity	TBD	Ongoing

Pending Grants and Gifts

Grant	Purpose	Amount	Notification
[REDACTED]	Fellowships	\$32,500	August 2025
[REDACTED]	Rad Tech	\$10M	September 2025
[REDACTED]	Guardian Scholars	\$30,000	August 2025
[REDACTED]	Soccer	\$26,000	June 2025
[REDACTED]	Basic Needs	\$25,000	June 2025
[REDACTED]	Guardian Scholars	\$22,000	July 2025
[REDACTED]	Guardian Scholars	\$20,000	June 2025
[REDACTED]	Guardian Scholars	\$25,000	June 2025
[REDACTED]	OSS	\$42,600	May 2025
[REDACTED]	RBS	\$97,500	March 2025
[REDACTED]	Allied Health Sciences Apprenticeship	\$654,480	2024
[REDACTED]	Guardian Scholars	\$50,000	April 2025
TOTAL PENDING (excluding Laura Friedman)		\$1,025,080	

Submitted Reports

Grant	Purpose	Date
[REDACTED]	BITMI	4/14/2025
[REDACTED]	Guardian Scholars	4/15/2025
[REDACTED]	Food Pantry	4/14/2025
[REDACTED]	Music	4/18/2025

ENGAGEMENT

Hosting check presentation with [REDACTED] office for the Cubby's Care grant (\$10,000) on 4/22

Working with college leadership on revamping the [REDACTED] proposal.

Aiding Rad Tech department with [REDACTED] grant application.

Conducting site visits with [REDACTED] and [REDACTED].

Met with [REDACTED] to discuss potential partnership.

	A	B	C	D	E	F	G
1	Daren Lynne						
2	LACC Foundation						
3	4/11/25						
4	Projects	Status	Grant Amt	Indirect	Purpose	Summary	Action Items
5							
6	Costco	Submitted	\$ 37,500	0%	Provide food assistance.	To assist with Final Meals Spring 2025.	Cover letter, supporting documents, and application submitted 3/3/25. They review all requests within 60 days.
7	Substance Abuse & Mental Health Services Administration (SAMHSA)	Submitted	\$ 2,600,892.93	\$390,133.94	Support to ensure LACC students have access to Mental Health and Substance Use Disorder Medical Services.	The SAMHSA grant aims to support the LACC Student Health Center by funding mental health, substance use disorder services, and enhanced care case manager. This initiative ensures that LACC students have access to critical health resources and counseling services.	Submitted application for NOFO SP-25-003 Strategic Prevention Framework - Partnership for Success on 3/18. Proposed staffing aligns with Student Health Center and Wesley Health contract. This grant funding will support program lead, Institutional Effectiveness research staff, case management, and behavioral health services. Request for approximately \$600,000/year for 5 years. If selected funds to be distributed October 2025.
8	UWGLA/EFSP Phase 39 Food, Rent/Mortgage, Hotel	Final Reports	\$ 699,337	13,986.74	Providing food, rent/mortgage assistance, and hotel accommodations.	Emergency Food and Shelter Program (EFSP) grant provides essential support to vulnerable populations including emergency rent/mortgage assistance, expanded food access (pantry and grocery gift cards) and temporary shelter.	Final EFSP reports to UWGLA were submitted on 03/28. All supporting documentation has been compiled in required format to align with report spreadsheets, and the rent/mortgage assistance data has been entered into the LA anti-duplication portal. Awaiting FEMA's final reporting deadline notification and updated report forms. Provided emergent support for 627 participants (\$100 grocery gift cards). Special Mention: Three LACC students have been named Jack Kent Cooke Transfer Scholarship finalists. All three have received comprehensive support, including rent, utility, and food assistance, through the City Cares Network/LACC Foundation Basic Needs collaboration.
9	UWGLA/EFSP Phase ARPA-R, Rent/Mortgage	Final Reports	\$ 98,267	1,965.34	Providing rent/mortgage assistance.		
10	UWGLA/EFSP Phase 40 Food	Final Reports	\$ 30,266	0%	Providing food assistance.		
11	UWGLA/EFSP Phase 41 Food and Rent/Mortgage	Final Reports	\$ 62,500	0%	Provide food and rent/mortgage assistance.		
12	UWGLA - Home for Good	Funded	\$ 42,820	\$5,870	Provides infrastructure and stipends for organizations that receive public funds (EFSP or other government funding).	Providing support for infrastructure and stipends of \$1500 for back office staff making less than \$80K/yr. Includes 15% indirect.	Expending funds to align with updated plan. Funds to be expended by 4/30/25. Final report due in May 2025.
13	S. Mark Taper Foundation	Submitted	\$145,937 Year 1 \$40,900 Year 2	\$21,891 Year 1 \$6135 Year 2	To reduce implicit bias and provide culturally-aware caregiving for LACC students and faculty.	This initiative focuses on expanding diversity and reducing implicit bias in nursing education by integrating cultural competency training and immersive clinical experiences.	The <i>It Takes A Village</i> initiative Letter of Inquiry and required documents were submitted on 2/4/25. The SMT Foundation will review LOIs by April 2025 and will notify selected entities by September 2025 to submit a full grant application.
14	Cubby's Care Fund (\$92,000) and LACC Emergency Aid Fund (\$75,000)	On-going	\$ 75,000	N/A	To provide rent, utility, transportation or other support for students with critical needs.	The Cubby Care Fund provides essential support to students facing critical needs who do not qualify for traditional aid such as Financial Aid, Public Benefits, or Scholarships.	Invoice submitted for funds as committed by LACC, Basic Needs funds.

	A	B	C	D	E	F	G
15	Food for Thought	On-going	N/A	N/A	To provide supplemental shelf stable pantry items to students.	Working with LACC Bookstore to place orders for the Pop Up Food Pantry held weekly.	Additional support for Spring 2025 started 3/3/25 through 5/19/25. The LACC Bookstore has successfully established purchasing agreements allowing them to place orders directly with retail food vendors. Bookstore will invoice Foundation. Utilizing ECMC and Kaiser funds for food support.
16	Food for Thought Food Forward/Salvation Army Hub	On-going	\$ -	N/A	To provide supplemental produce to students to ensure they have adequate food.	Partnership with non-profit agency that distributes excess produce items.	Pending final quarterly report from Food Forward (Jan - March). Data expected end of April; update to follow once received. Participants served: 788
17	Food for Thought Student Lunchbox, Inc.	On-going	\$ 30,958.91	N/A	To provide supplemental produce to students to ensure they have adequate food.	Partnership with non-profit agency that distributes excess produce and grocery items.	Total shown is for March 2025. Participants served: 566
18	National Institutes of Health (NIH)	Award No: R01NR021550- 01	\$ 1,495,149	30.9%	Project Title: <i>Health & Opportunity: Merging Healthcare, Career and Academic Pathways, and Basic Needs Support at Los Angeles City College.</i>	NIH grant to leverage existing relationships and projects that focus on Health, Education, and Food. Proposed three year period, 10/1/24 - 09/30/27, to coincide with Wesley Health service contract.	We are currently pending for late cycle funding. All additional documents were provided in August (LACCD IRB Review documents).
19	LA Regional Food Bank	Planning		N/A	To provide supplemental produce to LACC students to ensure they have adequate food.	Partnership to apply for no or low cost, or surplus food items provided by USDA.	Agency interest form submitted on 8/27/24 with Amendment to Articles of Incorporation request letter. Once acknowledgement is received from State, updated Articles of Incorporation need to be submitted.
20	CCCCO - EBT Guidebook Update & 2025 CalFresh EBT On Campus AB2033 Webinar	Planning		N/A	I am scheduled for six meetings with CCCCCO Student Services Basic Needs to update guidebook and participate in Webinars.	Partnership to provide information to CA Community Colleges on EBT processes to meet AB2033 compliance deadline of 9/2025.	Panelist in the California Community College Chancellor's Office 2025 CalFresh EBT On Campus AB2033 webinar as scheduled. About 85 individuals were in attendance, including two from Michelson 20MM. Next steps include updating the 2019 EBT Guidebook; updates meetings to be scheduled soon.
21							
22	Basic Needs Support Summary 2024 attached.						

LACCF Basic Needs Initiative

January 1 - December 31, 2024

	Winter 2024		Spring 2024		Summer 2024		Fall 2024		2024 Total	
	Amount	# Participants	Amount	# Participants	Amount	# Participants	Amount	# Participants	Amount	Participants
Rent/Mortgage	125,660.00	203	34,735.35	29	19,728.78	15	23,006.23	27	203,130.36	274
Utility Support	9,045.00	36	2,705.71	7	1,970.40	5	4,209.69	9	17,930.80	57
Other Shelter - Hotel										
<i>Transportation</i>										
Gas Cards										
Auto Repair										
Food for Thought										
Pop-Up Pantry - Purchases			45,479.44	3743			18,734.02		64,213.46	3743
Pop-Up Pantry - In-Kind	40,289.32	868	137,405.77	(included above)	119,289.18	1990	221,137.96	3665	518,122.23	
Day of Gratitude Meals										
Midterm Meals										
Final Meals										
Food Voucher/Meals										
Grocery Gift Cards \$100			81,600.00	816	50,100.00	1178	100,000.00	1000	231,700.00	2994
Grocery Gift Gards \$50										
Grocery Gift Cards \$25										
BN Textbook/Supplies										
Laptops										
Total	174,994.32	1,107	301,926.27	4,595	191,088.36	3,188	367,087.90	4,701	\$ 1,035,096.85	13,591

Los Angeles City College Foundation
Swap Meet - Odd Market
Year 2024- 2025

Month	Year 2024	Year 2025	Plus/Minus
January	\$33,421.00	\$14,853.00	(\$18,568.00)
February	\$30,699.00	\$27,370.00	(\$21,897.00)
March	\$34,557.82	\$24,679.50	(\$31,775.32)
April	\$28,673.76		
May	\$35,422.00		
June	\$43,497.00		
July	\$33,399.52		
August	\$36,033.10		
September	\$35,193.00		
October	\$34,176.00		
November	\$30,384.00		
December	\$34,331.00		
Total	\$409,787.20	\$66,902.50	(\$31,775.32)

Saturday & Sunday Year 2025			
Month	Saturday	Sunday	Totals
January	8,284.44	6,568.38	\$14,853
February	12,570.14	14,800.50	\$27,371
March	10,355.50	14,324.00	\$24,679.50
April			
May			
June			
July			
August			
September			
October			
November			
December			
Total	\$31,210.08	\$35,692.88	\$66,903

PERCENT TO GOAL

2025 Goal	\$200,000	\$300,000	\$500,000
% of Goal	15.61%	11.90%	13.38%

NOTE: The Odd Market started on Aug 7, 2021; Income \$18,150 for August

NOTE: 34% Saturday & 39% Sunday started in August 2022

NOTE: 25% Saturday & Sunday started in March 2025; LACCF Board approved until the swap meet moves to the new location and continuing it for three (3) months after

LOS ANGELES CITY COLLEGE FOUNDATION
Balance Sheet
Comparison March 31, 2025 and 2024

	<u>March 31, 2025</u>	<u>March 31, 2024</u>	<u>% Change</u>
Assets:			
Cash - CNB Checking Accts.	\$ 211,052.48	\$ 295,680.76	-40.1%
Investments:			
Charles Schwab/Windward - Alpert Gift	16,542,134.56	16,457,993.97	0.5%
Charles Schwab/Windward	27,450,346.94	26,420,452.53	3.8%
Charles Schwab/Windward - STEM	3,088,189.96	2,984,717.86	3.4%
Charles Schwab/Windward - NBJ	600,662.52	613,508.39	-2.1%
Charles Schwab/Windward - Operating	966,080.84	936,178.57	3.1%
Osher Investment	218,473.15	206,326.98	5.6%
City National Business Checking/Sweep Acct	3,920,753.99	3,700,932.85	5.6%
Total Cash and Investments	52,997,694.44	51,615,791.91	2.6%
Accounts Receivable*	31,169.23	75,180.05	-141.2%
Fixed Assets, net of depreciation	30,452.45	13,863.45	54.5%
Pledges Receivable	37,500.00	373.00	
Unamortized Discount on Pledge Receivable	(2,276.00)	1,112.00	
Total Assets	\$ 53,094,540.12	51,706,320.41	2.6%
Liabilities and Net Assets:			
Accrued Payroll	\$ 55,517.00	\$ 34,393.00	38.0%
Accounts Payable	850.00	850.00	0.0%
Deferred Revenue	144,868.39	-	
Total Liabilities	201,235.39	35,243.00	82.5%
Net Assets:			
Unrestricted	3,361,150.09	3,120,282.57	7.2%
Restricted	49,532,154.64	48,550,794.84	2.0%
Total Net Assets	52,893,304.73	51,671,077.41	2.3%
Total Liabilities and Net Assets	\$ 53,094,540.12	51,706,320.41	2.6%

* Accounts Receivable - Audit Adjustment & Student Emergency Loans

Herb Alpert Endowment
Windward Capital Management

***First Quarter**
1/1/2025 to 3/31/2025

	Beginning <u>Balance</u>	<u>Transfer</u>	Interest <u>Earned</u>	Unrealized <u>Gains/(Loss)</u>	Realized <u>Gains/(Loss)</u>	Investment Fees <u>Charge</u>	Ending <u>Balance</u>
7671-5890 HA1	10,409,972.16	(206,287.00)	44,712.53	(796,739.91)	245,383.38	(13,012.47)	9,684,028.69
4700-4154 HA2	6,815,373.25	(102,523.00)	50,022.04	63,610.41	40,142.39	(8,519.22)	6,858,105.87
TOTAL	17,225,345.41	(308,810.00)	94,734.57	(733,129.50)	285,525.77	(21,531.69)	16,542,134.56
				<i>Loss</i>	<i>Gain</i>		

Totals For Fiscal Year 2025

	<u>Transfer</u>	<u>Total Interest</u>	<u>Total Unrealized Gain/(Loss)</u>	<u>Total Realized Gain/(Loss)</u>	<u>Total Fees</u>	<u>Total Change in Account Value</u>
	(308,810.00)	94,734.57	(733,129.50)	285,525.77	(21,531.69)	(374,400.85)
						<i>Loss</i>

Note:

(\$239,684) Annual Admin Fee 2024 (1,5% fee calculated as of market value on 1/2/2024);disbursed on 1/11/2024
Withdraw (\$286,865) from Windward to CNB Checking Acct for the Pianos purchases (Fazioli Qty.1 Kawai Qty10); the funds disbursed on 4/30/24
Withdraw (\$27,048) from Windward to CNB Checking Acct to cover Tuitions for Winter/Spring 2024; the funds disbursed on 5/15/2024
(\$50,000) Wired from Windward to CN Checking Acct to cover applied teachers expenses Spring 2024; wired fund disbursed on 6/14/2024
Withdraw (\$55,324) from Windward to CNB Checking Acct to cover Scholarship & other for Spring 2024; the funds disbursed on 7/1/24
Withdraw (\$12,000) from Windward to CNB Checking Acct to cover the music scholars Tea Georgiva and Israel Bravo 2024; the funds disbursed on 8/30/24
Withdraw (\$21,692.18) from Windward to CNB Checking for Scholarship expenses, Program Exp & Prof. Service and Credit Tuition on 10/18/2024
(\$50,000) Wired from Windward to CNB Checking Acct to cover applied teachers expenses Fall 2024; wired fund disbursed on 10/29/2024
Withdraw (\$27,002) from Windward to CNB Checking Acct to cover Tuitions for Summer/Fall 2024; the funds disbursed on 11/27/2024
Withdraw (\$34,045.33) from Windward to CNB Checking Acct to cover Fall 2024 scholarship & other; the funds disbursed on 12/23/2024
(\$258,810) Annual Admin Fee 2025 (1,5% fee calculated as of market value on 1/2/2025);disbursed on 1/6/2025
(\$50,000) Wired from Windward to CNB Checking Acct to cover applied teachers expenses Fall/Winter 2024; wired fund disbursed on 2/4/2025

Nick Beck Journalism Lecture Endowment
Windward Capital Management

First Quarter							
1/1/2025 to 3/31/2025		Beginning	Interest	Unrealized	Realized	Investment Fees	Ending
		<u>Balance</u>	<u>Earned</u>	<u>Gains/(Loss)</u>	<u>Gains/(Loss)</u>	<u>Charges</u>	<u>Balance</u>
3202-0172		595,867.28	4,438.47	7,504.21	2,571.39	(774.83)	600,662.52
TOTAL		595,867.28	4,438.47	7,504.21	2,571.39	(774.83)	600,662.52
				<i>Gain</i>	<i>Gain</i>		

Totals For Fiscal Year 2025

	Total	Total	Total	Total Change
	Transfer	Interest	Unrealized	in Account
	Gain/(Loss)	Gain/(Loss)	Fees	Value
	(8,944.00)	4,438.47	7,504.21	13,739.24
				<i>Gain</i>

Note:

Beginning Balance \$400,000 at the State Street for Nick Beck Journalism Lecture Endowment Oct 2018

(\$8,050) Annual Admin Fee Collected (1,5% fee calculation of the market value as of 1/3/2023) disbursed on 1/17/2023

Wired \$200 from CNB Checking to Windward NBJ Investment on 3/2/2023

Wired \$200 from CNB Checking to Windward NBJ Investment on 12/15/2023

(\$8,886) Annual Admin Fee Collected (1,5% fee calculation of the market value as of 1/2/2024) disbursed on 1/11/2024

(\$42,246) to cover for speaker series expenses from 2019-2024 Spring; the fund disbursed on 7/1/2024

(\$8,944) Annual Admin Fee Collected (1,5% fee calculation of the market value as of 1/2/2025) disbursed on 1/6/2025

Operating Endowment
Windward Capital Management

***First Quarter**
1/1/2025 to 3/31/2025

	<u>Beginning</u> <u>Balance</u>	<u>Transfer</u>	<u>Interest</u> <u>Earned</u>	<u>Unrealized</u> <u>Gains/(Loss)</u>	<u>Realized</u> <u>Gains/(Loss)</u>	<u>Investment Fees</u> <u>Charges</u>	<u>Ending</u> <u>Balance</u>
8205-1480	1,031,283.26	(15,471.00)	5,152.11	(62,901.17)	9,306.74	(1,289.10)	966,080.84
TOTAL	1,031,283.26	(15,471.00)	5,152.11	(62,901.17)	9,306.74	(1,289.10)	966,080.84
				<i>Loss</i>	<i>Gain</i>		

Totals For Fiscal Year 2025

<u>Transfer</u>	<u>Total</u> <u>Interest</u>	<u>Total</u> <u>Unrealized</u> <u>Gain/(Loss)</u>	<u>Total</u> <u>Realized</u> <u>Gain/(Loss)</u>	<u>Fees</u>	<u>Total Change</u> <u>in Account</u> <u>Value</u>
(15,471.00)	5,152.11	(62,901.17)	9,306.74	(1,289.10)	(49,731.42)
					<i>Loss</i>

Note:

Beginning Balance \$700,000 at the State Street for Operating Endowment

(\$14,127) Annual Admin Fee 2023 (1,5% fee calculated as of market value on 1/3/2023) disbursed on 1/17/2023

Transferred the \$207,108.88 Culey Trust to the Windward Main account for the Roy T. Culey Scholarship on 9/20/2023

(\$13,666) Annual Admin Fee 2024 (1,5% fee calculated as of market value on 1/2/2024) disbursed on 1/11/2024

(\$15,471) Annual Admin Fee 2025 (1,5% fee calculated as of market value on 1/2/2025) disbursed on 1/6/2025

STEM Endowment

Windward Capital Management

**First Quarter
1/1/2025 to 3/31/2025**

	<u>Beginning Balance</u>	<u>Transfer</u>	<u>Interest Earned</u>	<u>Unrealized Gains/(Loss)</u>	<u>Realized Gains/(Loss)</u>	<u>Investment Fees Charge</u>	<u>Ending Balance</u>
4958-9538	3,301,787.71	(49,561.00)	14,799.73	(206,920.42)	32,211.17	(4,127.23)	3,088,189.96
TOTAL	3,301,787.71	(49,561.00)	14,799.73	(206,920.42)	32,211.17	(4,127.23)	3,088,189.96
				<i>Loss</i>	<i>Gain</i>		

Totals For Fiscal Year 2025

	<u>Total Transfer</u>	<u>Total Interest</u>	<u>Total Unrealized Gain/(Loss)</u>	<u>Total Realized Gain/(Loss)</u>	<u>Total Fees</u>	<u>Total Change in Account Value</u>
	(49,561.00)	14,799.73	(206,920.42)	32,211.17	(4,127.23)	(164,036.75)
						<i>Loss</i>

Note:

(\$36,351) Annual Admin Fee Collected 2023 (1,5% fee calculated as of market value on 1/3/2023);disbursed on 1/17/2023
 (\$43,608) Annual Admin Fee Collected 2024 (1,5% fee calculated as of market value on 1/2/2024);disbursed on 1/11/2024
 (\$49,561) Annual Admin Fee Collected 2025 (1,5% fee calculated as of market value on 1/2/2025);disbursed on 1/6/2025

LACC FOUNDATION MAIN ENDOWMENT/SCHOLARSHIP ACCOUNT

WINDWARD CAPITAL MANAGEMENT

Summary by Quarter

*First Quarter 1/1/2025 to 3/31//2025	<u>Beginning Balance</u>	<u>Transfer</u>	<u>Interest Earned</u>	<u>Unrealized Gains/(Loss)</u>	<u>Realized Gains/(Loss)</u>	<u>Investment Fees Charge</u>	<u>Ending Balance</u>
3713-2144	22,348,563.40	(335,447.00)	106,452.82	(1,376,646.63)	198,474.94	(27,935.70)	20,913,461.83
3915-1215	6,496,581.93	(97,724.00)	47,534.89	77,176.75	21,436.27	(8,120.73)	6,536,885.11
TOTAL	28,845,145.33	(433,171.00)	153,987.71	(1,299,469.88)	219,911.21	(36,056.43)	27,450,346.94
			<i>Loss</i>		<i>Gain</i>		

Totals For Fiscal Year 2025

<u>Transfer</u>	<u>Total Interest</u>	<u>Total Unrealized Gain/(Loss)</u>	<u>Total Realized Gain/(Loss)</u>	<u>Total Fees</u>	<u>Total Change in Account Value</u>
(433,171.00)	153,987.71	(1,299,469.88)	219,911.21	(36,056.43)	(961,627.39)

Note:

(\$383,795) Annual Admin Fee Year 2024 (1,5% fee calculated as of market value on 1/2/2024); disbursed on 1/11/2024

Wired \$100,115.57 from CNB Checking Acct to Windward for Various Scholarships Donations on 2/27/2024

Wired \$100,000 transfer from CNB Operating for the Ronald Levant Speaker Series Endowment on 4/3/2024

Withdraw (\$154,152.50.99) from Windward to CNB Checking Acct to cover Scholarship Spring 2024 and others; the funds disbursed on 7/1/24

Wired \$37,540.49 from CNB Checking Acct to Windward for Various Scholarships Donations on 9/9/2024

Wired \$1,540 from CNB Merchant Acct to Windward for Various Scholarships Donations on 9/9/2024

(\$11,000) Wired from Windward to CNB Checking Acct for Guardian Scholars Program Fall 2024; wired fund disbursed on 11/7/2024

(\$18,386) Wired from Windward to CNB Checking Acct for Cinema Dept- HFPA Prog Fall 2024; wired fund disbursed on 11/7/2024

Wired \$50,000 transfer from CNB Operating for the LACC Nursing Endowment on 12/23/2024

Withdraw (\$40,830.46) from Windward to CNB Checking Acct to cover Scholarship Spring 2024 and others; the funds disbursed on 12/30/24

(\$433,171) Annual Admin Fee Year 2025 (1,5% fee calculated as of market value on 1/2/2025); disbursed on 1/6/2025



As Amazon's Head of Community Engagement (Southern California & Western US Region) David Ambroz is responsible for developing and implementing a strategic, hyper-local approach for Amazon to be present in that geography through partnerships that span the public, private, philanthropic and non-profit sectors. David is a member of @Glamazon, Amazon's LGBTQ+ affinity group. Prior to joining Amazon, Ambroz led Corporate Social Responsibility for Walt Disney Television for more than a decade. David served as the President of the Los Angeles City Planning Commission, where he lead passage of major policies including the regulation of cannabis and home-sharing, and co-authored the Linkage Fee policy to fund affordable housing. He has served on various commissions and non-profit boards, and is currently proud to serve on the board of Equality California. He was recognized by President Obama as American Champion of Change for his work on behalf of children experiencing poverty, is a best-selling author, and has received an Emmy nomination for social-impact campaigns. Ambroz earned his bachelor's degree in Political Science from Vassar College, and a juris doctorate from UCLA School of Law.

Here's your refined **Curriculum Vitae (CV)** with a professional format:

Garrett Devine

CEO/President | Platinum Family Wealth of Beverly Hills

468 North Camden Drive, Suite 200

www.linkedin.com/in/garrett-devine-92825a7

Professional Summary

With over a decade at Platinum Family Wealth of Beverly Hills, my commitment to investment management and financial services has been unwavering. I specialize in crafting strategic wealth solutions tailored to high-net-worth individuals and families, ensuring comprehensive financial advisory services that align with their financial goals.

Since founding Platinum Family Wealth, I have focused on expanding our global client base, offering bespoke credit solutions, and facilitating investment opportunities. My expertise in wealth management enables me to develop personalized financial plans for Family Offices, Endowments, Celebrities and Athletes; helping our clients navigate the complexities of global markets with confidence.

Professional Experience

Platinum Family Wealth of Beverly Hills

President & CEO (2014 – Present | 10+ years)

- Lead a family office that specializes in investment management, credit facilitation, and financial planning for high-net-worth individuals and families worldwide.
- Develop and implement wealth strategies that optimize investment opportunities and credit solutions tailored to clients' unique financial needs.
- Provide comprehensive financial advisory services, ensuring clients receive personalized strategies to preserve and grow wealth.

Wells Fargo, The Private Bank – Beverly Hills

Senior Vice President | Wealth Advisor (2010 – 2014 | 4 years 1 month)

- Served as the **primary point of contact** for affluent families, business owners, and non-profit clients, guiding them through customized **wealth and life management plans**.
- Led a **dedicated team of specialists**, including **private bankers, portfolio managers, trust officers, and financial consultants**, ensuring clients had access to premium financial resources.
- Developed and executed **tailored financial strategies** leveraging the full suite of **Wells Fargo Private Bank resources** to support long-term financial success.

Marsh

Senior Vice President, Business Development – Family Office (2008 – 2010 | 2 years 1 month)

- Focused on **business development and financial strategies** for high-net-worth families and their investment portfolios.
- Provided **risk management solutions** and customized financial services to address client needs.

UBS

Regional Vice President (1997 – 2008 | 11 years)

- Led regional business development initiatives, helping **high-net-worth clients** and family offices navigate investment opportunities.
- Specialized in **wealth planning, risk assessment, and financial advisory services**.

Education

Thunderbird School of Global Management

Master of Business Administration (MBA), International Business (2004 – 2005)

Arizona State University

Master of Business Administration (MBA) (1993 – 1995)

Georgetown University

Bachelor of Arts (BA), Economics

University of North Dakota

Bachelor of Arts (BA), Business Administration and Finance

Alex Swart
Executive Creative Director
SwârtAd

As the Executive Creative Director of his eponymous marketing communication firm SwârtAd, Alex Swart creates branding and advertising campaigns for news, entertainment, and education for which he has been recognized with numerous marketing and design awards. Alex has designed key art for motion pictures and television, including six Oscar® posters. Swart branded LACC as “The City’s College” and has also produced ad campaigns to promote the institution.

In the academic space, Alex writes design curriculum and teaches in the international program at California State University, Northridge. Significantly, his higher education experience began at a community college, which inspires his work on behalf on LACC. Alex holds a B.A. degree in Visual Arts/Studio from the University of California, San Diego and a M. A. degree in Television (film emphasis) from San Diego State University.

Recognized by the City of Los Angeles as a founding board member of the non-profit organization Anne Frank LA, Alex is committed to enabling learners of all ages to understand the dangers of prejudice and discrimination. He also provides marketing services to Journey House Pasadena, a non-profit that helps former foster youth transition to adulthood.

Memo from the Governance Committee

Fellow Board Members:

Pursuant to Bylaw Section 10.1 attached are some additional proposed bylaw amendments from the Governance Committee for your consideration. Although we just voted (January 28, 2025), on substantial bylaw amendments, the changes we made highlighted a few additional areas where we now have language inconsistency, forgot something or have provisions that are more complicated than they should be. The proposed bylaw amendments are highlighted in the draft you will receive.

We also have five by-law discussion topics for the Board.

1. The Governance Committee unanimously recommends a provision that the Audit Committee chair may not serve on the Investment and Finance Committee. This is to avoid conflicts of interest, and is considered a best practice. We were not unanimous on a second provision that a majority of the Audit Committee may not concurrently serve as members of the Investment and Finance Committees. All of the Governance Committee members agree that this would be a good idea. However, we were divided about whether we could follow this provision now because most of the Audit committee members are currently members of the Investment and Finance Committee. The proposed language can be found in Section 6.2 a.
2. The role of the Executive Director. Shall the Foundation Executive Director serve as a non voting board member, an Advisory Group Member (Advisory Group members serve without vote and do not count for quorum requirements) or have no formal role. Our current procedure is that the Executive Director serves as a member of the Board and of the Executive Committee without vote and does not count in determining the number of authorized directors (Sec 5.2.) Practices vary from some groups where the President serves as a Director, others where the President participates in meetings without vote and others where the President participates at the invitation of the Board Chair.
3. Board member contributions. We need to develop a formal policy. Should the amount given (currently \$1,500) be changed (increased? Eliminated?), should the requirement be a giving requirement or a give and get requirement? What mechanism should we put in place to enforce the requirement?
4. Acceptance of contributions. Should we develop a policy on acceptance of contributions where the Board delegates to the Executive Director the ability to accept contributions up to a certain size?
5. Signing of conflict of interest form. The bylaws require new board members sign a conflict of interest form. Our practice, and audit policy (and our proposed bylaws amendments) require conflict forms be signed annually. Should we add an additional requirement that any board member who develops a potential conflict also needs to sign again?

Please let me know if you have questions.

Dean Hansell



LOS ANGELES CITY COLLEGE FOUNDATION

855 N Vermont Avenue
Los Angeles, CA 90029
www.laccfoundation.org

Bylaws

ARTICLE I - NAME, OFFICES AND PURPOSE

Section 1.1 NAME. The name of this corporation shall be "Los Angeles City College Foundation", hereinafter referred to as "the Foundation".

Section 1.2 FOUNDATION OFFICES. The principal office of the Foundation shall be located in the County of Los Angeles. The Foundation may establish other offices, as the Board of Directors may designate or as the affairs of the Foundation may require from time to time, without further amendment of these Bylaws.

Section 1.3 PURPOSE. The purposes of the Corporation, as set forth in the Articles of Incorporation, are exclusively charitable, educational, or religious, within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or the corresponding provision of any future Federal tax law ("Section 501(c)(3)"). In furtherance of such purposes, the Corporation shall have the same powers as an individual to do all things necessary or convenient to carry out the purposes, as set forth in the Articles of Incorporation and these Bylaws. The specific purposes for which this Foundation is formed are:

- a) to promote, foster, encourage and provide scientific, literary, educational, recreational or residential facilities at Los Angeles City College; to provide for scholarships, fellowships, grants in aid, loans and other financial assistance to worthy students and members of the faculty; to further research and provide facilities therefore,
- b) to receive gifts, bequests or devises either outright or as a trustee or beneficiary of a trust, to hold, transfer, buy, sell, invest, or reinvest real property, cash, stocks and bonds, and all other evidence of value for the purposes set forth in subsection 1 of this paragraph,
- c) to expend money for the general welfare of the students and faculty of Los Angeles City College; and
- d) to otherwise provide aids to education supplementary to state and local tax means for the support and benefit of Los Angeles City College.

ARTICLE II - MEMBERSHIP OF THE FOUNDATION

Section 2.1 DEFINITION OF MEMBERS. The Foundation shall have no active members other than its duly elected Directors. The Directors shall, for the purpose of any statutory provision or rule of law relating to nonprofit corporations, be taken to be the Directors of the Foundation, and shall have and exercise all the rights, privileges, powers and immunities of Directors thereof. The Directors may, however, at their discretion provide one or more classes of honorary Directors.

Section 2.2 NON-VOTING ADVISORY GROUP MEMBERS DIRECTORS. The Board may from time-to-time elect people to be designated as "Advisory **Group** Members" in recognition of outstanding service to the Foundation. So elected people shall have no voting or other rights, nor have to be vested with any other rights, powers, privileges or immunities except as specified by the Board of Directors and shall not count toward any quorum. **(2.3 eliminated)**

The following shall be Advisory Group Members:

- a) The President of Los Angeles City College;
- b) The President of the Los Angeles City College Academic Senate or designee;
- c) The President of the Associated Student Body Government or designee; and
- d) The President of the Los Angeles City College Emeriti Association or designee

ARTICLE III - BOARD OF DIRECTORS

Section 3.1 GENERAL POWERS. The business and affairs of the Foundation shall be conducted under the direction of, and the control, purchase, and the disposal of the Foundation's properties and funds shall be vested in, its Board of Directors, except as otherwise provided in the California Nonprofit Corporation Act, the Foundation's Articles of Incorporation or these Bylaws. The Board may delegate the management of the activities of the Foundation to a person or persons, or committees however composed, provided that the activities and affairs of the Foundation shall be managed, and all corporate powers shall be exercised under the ultimate direction of the Board.

Without prejudice against such general powers, but subject to the same limitations, it is hereby declared expressly that the Board shall have the following powers and duties in addition to the other powers enumerated in the Bylaws:

- a) to select and/or remove all Officers, Directors, agents, and employees of the Foundation; prescribe powers and duties for them as may not be inconsistent with the law, the Articles, or these Bylaws;
- b) to conduct, manage and control the affairs of the Foundation and to make such rules and regulations therefore which are not inconsistent with law, the Articles of Incorporation, or these Bylaws, as they may deem appropriate; to adopt, make, and use a corporate seal and to alter the form of such seal from time to time, as they deem appropriate;
- c) to accurately register their names, street and e-mail addresses, and phone number with the Secretary of the Foundation. Notices of meetings can be mailed, emailed, hand-delivered, or conveyed by some other means to the Director and shall be considered valid notice thereof;
- d) To meet at such times and places as are required by these Bylaws.
- e) To borrow money and incur indebtedness for the purpose of the corporation and cause to be executed and delivered therefore, in its name only the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations or other evidences of debt and securities."

Section 3.2 NUMBER, ELECTION, AND TERM OF OFFICE. The authorized number of Directors shall be fixed and may be modified from time to time by the resolution of the Board; provided, however, that the authorized number of Directors shall not be less than five (5) nor more than thirty-three (33) unless provided otherwise by an amendment to the Bylaws.

Directors shall be elected at each annual meeting of the Board and shall take office January

Initial appointments are for a one-year term. Subsequent appointments are for three-year terms. **Two-thirds** majority of the Directors may elect Directors at any regular meeting of the Board **at which a quorum is present for the Director vote to fill** vacant seats on the Board.

~~The President of Los Angeles City College and the Executive Director of the Foundation shall automatically be non-voting Advisory Group Members of the Board so long as they remain in those positions.??~~

Section 3.3 COMPENSATION. Directors shall receive no compensation for their services but may be reimbursed for expenses in accordance with policies established by the Board.

Section 3.4 BOARD MEMBER CONTRIBUTIONS. All Directors ~~except non-voting Advisory Group Members~~ shall make a yearly contribution as established by the Board of Directors. Such assessments shall be due by January 31st of each year and shall be considered in arrears if not paid by March 1st.

Section 3.5 BOARD MEMBER ATTENDANCE. Any Officer or Director who is absent from three (3) regular meetings of the Board of Directors during a single administrative year may forfeit his or her position as Officer or Director at the discretion of the Executive Committee.

Section 3.6 NOMINATION OF DIRECTORS. Recommendations for Director nominees may be submitted by incumbent Directors, Officers and staff to the Governance Committee. The Governance Committee shall, after giving due consideration to all such recommendations and such other persons as it may wish to consider, present its slate of Director-nominees to the Board.

Section 3.7 NON-LIABILITY OF DIRECTORS. Except as otherwise required by law, no cause of action shall arise against any person serving without compensation as a Director or Officer of the Foundation on account of any negligent act or omission occurring (1) within the scope of the person's duties as a Board member, or within the scope of that person's duties as an Officer acting in official capacity; (2) in good faith; (3) in a manner that the person believes to be in the best interest of the Foundation; and (4) in the exercise of his/her policy making judgement.

The Foundation shall always maintain an insurance policy of such type and amount as may be required at that time by section 5047.5 of the California Nonprofit Public Benefit Corporation Law, or any successor provision, as a condition of the immunity of Directors from liability.

Section 3.8 VACANCIES. A vacancy or vacancies in the Board shall be deemed to exist in case of the death, resignation, or removal of any Director, or if the authorized number of Directors is increased. Any Director may resign at any time by giving written notice to the Chair, the Secretary, or the full Board, and such resignation shall take effect at the time specified in such notice or, if no time is specified, at the time of acceptance by the Chair.

Any Director may be removed from the Board by a majority of votes cast by the Board at a meeting at which a quorum is present.

Any vacancy occurring in the Board of Directors for any reason may be filled by the affirmative vote of a 2/3 majority of the Directors with a quorum in attendance for the vote.

Section 3.9 PLACE OF MEETING. Meetings of the Board shall be held at any place within or without the State of California, which has been designated from time to time by the resolution of the Board or by written consent of a majority of the Directors of the Board, or

by the Executive Committee. In the absence of such designation, meetings shall be held at the principal office of the Foundation.

Section 3.10 ANNUAL MEETING. The Board shall hold an annual meeting for the purpose of organization, election of Directors and Officers, and the transaction of other business. The annual meeting of the Board shall be held on a date selected by resolution by the Board or the Executive Committee no later than December 31 with date, time and place to be determined at least two (2) months in advance.

Section 3.11 REGULAR MEETINGS. Regular meetings of the Board shall be held at least quarterly, in accordance with a schedule set at the beginning of each fiscal year by the Executive Committee and approved by the Board. Meetings shall be open to the college community who may participate in the discussion but may not vote on action items.

Section 3.12 SPECIAL MEETINGS. Special meetings of the Board for any purpose may be called at any time by the Chair, the Secretary, the Executive Director or any three Directors. Notice of a special meeting shall include a statement of the purpose of the meeting.

Section 3.13 NOTICE OF THE REGULAR MEETINGS. Except as otherwise provided, Directors shall be given no less than five (5) working days' notice of meetings. Notice of meetings can be mailed, emailed, hand-delivered, or conveyed by some other means to the Director. Any notice shall be addressed or delivered to each Director at such Director's address as it is shown upon the records of the corporation by the Director for the purposes of noticing. Notice of meetings shall specify the place, day, and time of the meeting being called.

Section 3.14 QUORUM. Two-thirds of the number of Directors in office shall constitute a quorum of the Board for the transaction of business. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board, unless a greater number is required by law or by the Articles of Incorporation. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors, if any action is approved by at least a majority of the required quorum for such a meeting.

Section 3.15 RIGHTS OF INSPECTION. Every Director shall have absolute right at any reasonable time to inspect and copy all books, records, and documents of every kind and to inspect the physical properties of the corporation.

ARTICLE IV - OFFICERS

Section 4.1 OFFICERS. The Officers of the Foundation shall be Chair, Vice Chair, and any additional Vice or Assistant officer(s) as determined by the Executive Committee, a Secretary, a Treasurer, the immediate past Chair, and a Member-at-Large. Any number of offices may be held by the same person except that neither the Secretary nor the Treasurer may serve concurrently as the Chair. All Officers shall be Directors of the Board. Any additional Vice or Assistant officer(s) as determined by the Executive Committee shall serve until the next election during the Annual Meeting.

Section 4.2 ELECTION AND TERM OF OFFICE. The Officers of the Foundation shall be elected for a term of one-year effective January 1 of each year, or until a successor shall be duly elected, or until death, resignation, or removal.

Section 4.3 VACANCIES. Any Officer may resign at any time by giving written notice to the Board Chair or Secretary. Such resignation shall take effect at the time specified in such notice. A vacancy in any office, however occurring, shall be filled in the manner

prescribed in these Bylaws for regular election.

Section 4.4 REMOVAL OF OFFICERS. Any Officer may be removed from the Board by a majority of votes cast by the Board at a meeting at which a quorum is present.

Section 4.5 CHAIR. The Chair of the Board shall preside over meetings of the Board of Directors, appoint chairs of the standing committees, and shall perform such duties as may be assigned in these Bylaws or by action of the Board of Directors.

Section 4.6 VICE CHAIR. The Vice Chair of the Board shall perform the duties of the Chair in the event of the Chair's temporary absence and shall have such other duties as the Chair or the Board may assign.

Section 4.7 SECRETARY. The Secretary of the Board shall keep a book of minutes of all meetings of the Board, shall ensure that notice required by these Bylaws is given, and shall attend all meetings of the Board to keep a record of all proceedings. The Secretary shall keep or cause to be kept at the principal office in the State of California, the original or a copy of the corporation's Articles and Bylaws, as amended to date. The Secretary may perform any other duties incident to the office of the Secretary or assigned by the President of the Board. The Secretary shall be a member of the Governance Committee.

Section 4.8 TREASURER. The Treasurer of the Board shall provide oversight of the Foundation's financial functions, shall work with staff to ensure that the Board is receiving appropriate financial reports, and shall be available to consult with staff regarding the Foundation's finances. The Treasurer shall also be a member of the Audit Committee and the Investment and Budget Committee.

Section 4.9 IMMEDIATE PAST CHAIR. The immediate past Chair shall serve as a member of the Executive Committee.

Section 5.0 MEMBER-AT-LARGE. The Member-at-large serves as the representative of the greater Board of Directors and may make independent reports to the general Directors.

ARTICLE V - EXECUTIVE DIRECTOR

Section 5.1 EXECUTIVE DIRECTOR. There shall be an Executive Director of the Foundation, unless otherwise determined by a majority vote of the Board of Directors.

Section 5.2 GENERAL DUTIES OF THE EXECUTIVE DIRECTOR. The Executive Director shall be appointed by the Board of Directors of the Foundation and serves at the pleasure of the Board. The Executive Director is the chief executive Officer of the Foundation and has, subject to the control of the Board, general supervision, direction, and control of the business of the Foundation. The Executive Director serves as a member of the Board and the Executive Committee without voting power and shall not be counted in determining the total number of authorized Directors.

Section 5.3 COMPENSATION. The compensation of the Executive Director shall be fixed from time to time by the Board of Directors.

ARTICLE VI - COMMITTEES OF THE BOARD

Section 6.1 EXECUTIVE COMMITTEE. The Foundation shall have an Executive Committee, which will be composed of the Officers of the Board.

Subject to such limitations as may be imposed by the Board, the Executive committee shall be possessed of all the powers of the Board of Directors, except those which the California

Nonprofit Public Benefit Corporation Law, or other applicable law, specifically reserve to the full Board. The powers reserved specifically by law to the full Board are:

- a) The filing of vacancies on the Board or any committee;
- b) The amendment or repeal of Bylaws or the adoption of new Bylaws;
- c) The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repeal-able;
- d) The appointment of other committees of the Board of Directors thereof; and
- e) The approval of any self-dealing transaction, except as specifically provided by section 5233(a) of the California Nonprofit Public Benefit Corporation Law.

Section 6.2 STANDING COMMITTEES. A standing committee shall be comprised of Directors and shall have the authority to act on behalf of the Board, to the extent and within limitations specified in the resolution or charter adopted by the Board for that committee. Standing committees may ask persons other than the Directors to attend their meetings, advise their committee, or assist in any manner, so long as such other persons shall not have voting rights. Minutes or a report of each committee's meetings or actions shall be presented at each regular meeting of the Board. The following shall be standing committees:

- a) **Audit Committee.** The Audit Committee shall meet at least once a year to recommend the appointment of independent auditors, reviewing the audit report and management letter, and consulting with the independent auditors with regard to the adequacy of internal controls.

A majority of the members of the Audit Committee may not concurrently serve as members of the Investment and Finance committee. The chair of the Audit Committee may not serve on the Investment and Finance committee.
For Discussion

- b) **Investment and Finance Committee.** The Investment and Finance Committee shall develop financing plans for the future of the Foundation, monitor cash flow, and in general seek to assure the financial health of the organization. The committee shall oversee the investments of the organization to be sure that its endowment and other income are invested wisely and prudently, and that the terms of any restrictions on funds or endowments are recognized. The committee shall provide cost projections for the programs and goals of the organization on a regular basis.
- c) **Governance Committee.** The Governance Committee shall determine criteria for selection of Board Directors and Officers and shall recommend to the full Board individuals to serve on the Board. It is the function of its Directors to review the background of potential candidates and to approach and interview them for candidacy. The Governance Committee shall also recommend Directors for Officers as listed in Article IV. The Governance Committee will review the governance of the Board and recommend to the Board any needed changes in Board governance, review the governance of the Foundation and recommend any needed changes in institutional governance, and propose amendments to the Foundations' Bylaws **and any governance related documents.**
- d) **Development/Fundraising Committee.** The Development/Fundraising Committee exists to provide oversight, policy, and direction to the Board and staff in the areas of marketing, fundraising, and public relations. The committee is charged with ensuring a coordinated approach to all the Foundation's outreach, fundraising, and development activities.

- i. **Planned Giving Committee.** The Planned Giving Committee is responsible for all policies and procedures involving bequests and planned gifts and to assist the Executive Director in identifying and cultivating planned giving

donors.

- ii. **Scholarship Committee.** The Scholarship Committee provides oversight, policy, and direction to the distribution of scholarship monies on an annual basis. The committee is charged with ensuring a coordinated and consistent approach to all of the Foundation's individual account record keeping and distribution activities.

Section 6.3 ADVISORY COMMITTEES. Advisory committees may be created by the Board from time to time. Only a member of the Board may chair an advisory committee. Participants shall include Directors and may include members of the college community and other interested persons.

1. **Planning Committee.** This committee shall be concerned with the organization's overall mission, long-term objectives, and key organizational strategies and structure. The committee shall consider the introduction of new projects and programs and review the long-term needs of the Foundation and Los Angeles City College.

Section 6.4 COMMITTEE PROCEDURES. The Chair shall serve as the Chair of the Executive Committee. The Chair shall appoint the chair of all committees. In the absence of direction by the Board, each committee shall have the power to prescribe the manner in which its proceedings shall be conducted.

ARTICLE VII - INDEMNIFICATION OF DIRECTORS AND OFFICERS

Any Director or Officer, or former Director or Officer of this Foundation and his/her heirs, executors, and administrators, shall be indemnified by this Foundation against all costs and expenses actually and necessarily incurred by or imposed upon such Director or Officer or his/her estate in connection with or resulting from any action, suit or proceeding, civil or criminal by reason of being or having been such a Director or Officer of the Foundation, except in relation to matters as to which he/she shall be judged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of such duty. The costs and expenses against which any such Director or Officer shall be so indemnified shall be those actually paid for which liability is actually incurred, irrespective of whether such costs or expenses are taxable costs as defined or allowed by statute or rule of court.

A Director or Officer shall not be deemed to have been derelict or negligent in the performance of their duty as a Director or Officer as to any matter wherein they relied upon the opinion or advice of legal counsel selected by the Board of Directors. The rights of indemnification shall be in addition to any other rights with respect to any such costs and expenses to which such Director or Officer may otherwise be entitled against the Foundation or any other person.

ARTICLE VIII - CONFLICT OF INTEREST

Section 8.1 CONFLICT DEFINED. A conflict of interest may exist when the interest or activities of any Director, Officer or staff member may be seen as competing with the interests or activities of this Foundation, or the Director, Officer or staff member derives a financial or other material gain as a result of a direct or indirect relationship. When there is doubt as to whether a conflict of interest exists, the matter shall be resolved by a vote of the Board of Directors or its committee, excluding the person concerning whose situation the doubt has arisen. Each Director is required to sign a Conflict-of-Interest disclosure form **annually and** in order to join the Board.

Section 8.2 DISCLOSURE REQUIRED. Any possible conflict of interest shall be disclosed to the Board of Directors by the person concerned.

Section 8.3 ABSTINENCE FROM VOTE. When any conflict of interest is relevant to a matter requiring action by the Board of Directors, the interested person shall call it to the attention of the Board of Directors or its appropriate committee and such person shall not vote on the matter; provided however, any Director disclosing a possible conflict of interest may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof.

Section 8.4 ABSENCE FROM DISCUSSION. Unless requested to remain present during the meeting, the person having the conflict shall retire from the room in which the Board or its committee is meeting and shall not participate in the final deliberation or discussion regarding the matter under consideration. However, that person shall provide the Board or committee with all relevant information.

Section 8.5 MINUTES. The minutes of the meeting of the Board or the committee shall reflect that the conflict of interest was disclosed and that the interested person was not present during the final discussion or vote and did not vote.

Section 8.6 ANNUAL REVIEW. A copy of this conflict-of-interest by-law shall be furnished by each Director, Officer and senior staff member who is presently serving the Foundation, or who may hereafter become associated with the Foundation. This policy shall be reviewed annually for the information and guidance of Directors, Officers, and staff members. Any new Directors, Officers, or staff members shall be advised of this policy undertaking the duties of such an office.

ARTICLE IX-- RULES AND REGULATIONS

Section 9.1 FOUNDATION RECORDS. The Foundation shall keep correct and complete books and records of accounts and financial statements and shall also keep minutes of the proceedings of its Board of Directors and committees at its principal office in the State of California. All books and records of the Foundation may be inspected by any Director or Officer for any proper purpose at any reasonable time.

A copy of the Foundation's Articles of Incorporation and Bylaws as amended to date shall also be kept at the principal's office.

Section 9.2 CORPORATE SEAL. The Board of Directors may adopt, use and at will, alter a corporate seal. Such a seal shall be kept at the principal office of the Foundation. Failure to affix the seal to the corporate instruments, however, shall not affect the validity of any such instrument.

Section 9.3 FISCAL YEAR AND AUDIT. The fiscal year of the Foundation shall be January 1 through December 31, inclusive. After the close of each fiscal year of the Foundation, financial transactions of the Foundation for the preceding year shall be audited by certified public accountants, as directed by the Board of Directors, and a report of the audit shall be made to the Board of Directors within a reasonable period after the close of the fiscal year.

Section 9.4 DESIGNATED CONTRIBUTIONS. The Officers of the Foundation may accept on their behalf, in accordance with the policies and procedures set by the Board of Directors, any designated contribution, grant, bequest consistent with its general tax-exempt purposes, as set forth in the corporation's Articles of Incorporation.

Section 9.5 CONTRACTS. The Board of Directors, except as otherwise provided by these Bylaws, may by resolution authorize any Officer or the Executive Director of the Foundation to enter any contract or execute and deliver any instrument in the name of and on behalf of the Foundation, and such authority may be general or confined to specific instances. Unless so authorized by the Board of Directors, no Officer or employee shall have

any power or authority to bind the Foundation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Section 9.6 MANAGEMENT OF FUNDS AND INVESTMENTS. All funds of the Foundation shall be deposited in such banks, trust companies, or other depositories as the Board of Directors may select and shall be managed according to the Investment Policy and Guidelines approved by the Board.

Section 9.7 CALIFORNIA NONPROFIT CORPORATION LAW. Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the General Provisions of the California Nonprofit Corporation Law and in the California Nonpublic Benefit Corporation law shall govern the construction of these Bylaws.

Section 9.8 ORDER OF BUSINESS. The parliamentary rules in the most recent edition of Robert's Rules of Order shall govern all deliberations when not in conflict with these Bylaws. The order of business may be altered or suspended at any meeting by a majority of votes cast by the Directors present.

ARTICLE X - AMENDMENTS

Section 10.1 AMENDMENTS. These Bylaws may be amended, repealed or modified, and new Bylaws adopted by a two-thirds (2/3) vote of the Board of Directors. The notice of the proposed amendment shall be submitted in writing to the Secretary of the Foundation no less than twenty (20) working days before the meeting at which the amendment shall be discussed. The Secretary or designee shall mail or email copies of the proposed amendment to each Director not less than ten (10) working days prior to such meeting. The secretary or designee shall make best efforts to confirm receipt. Any proposed amendment will be addressed or delivered to each Director at the Director's mailing or email address as is shown upon the records of the corporation by the Director for the purpose of notices.

{End of Bylaws}

CERTIFICATE OF SECRETARY

The undersigned certifies that [s]he is the Secretary of the Los Angeles City College Foundation, a California nonprofit corporation, and that, as such, (s]he is authorized to execute this certificate on behalf of the Foundation, and further certifies that the forgoing Bylaws consisting of eleven (11) pages constitute the Bylaws of the Foundation as duly adopted by the Board of Directors on August 25, 2011.

This shall certify that the original Bylaws and their amendments are abandoned and replaced entirely by the Articles of Incorporation and these Bylaws approved one January 28, 2025 with the majority of the Board of Directors present.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said corporation this 28th day of January

01/28/2025
(date)

Julie C. Stromberg
(Board Secretary)

Approved by a 2/3 majority vote by the LACC Foundation Board of Directors



**LACC Foundation Board of Directors
2025 Meeting Schedule**

Date	Time	Location
Tuesday, January 28, 2025	12:00 pm – 1:30 pm	Foundation Conference Room
Tuesday, April 29, 2025	12:00 pm – 1:30 pm	Foundation Conference Room
Tuesday, July 29, 2025	12:00 pm – 1:30 pm	Foundation Conference Room
Tuesday, October 28, 2025	12:00 pm – 1:30 pm	Foundation Conference Room
Annual Meeting Thursday, December 11, 2025	12:00 pm- 2:30 pm	TBD

**LACC Foundation Executive Committee
2025 Meeting Schedule**

Date	Time	Location
Tuesday, January 21, 2025	10:00 am – 11:30 am	Foundation Conference Room
Tuesday, February 25, 2025	11:00 am – 12:30 pm	Foundation Conference Room
Special Meeting - Tuesday, March 04, 2025	3:00 pm	Zoom Meeting
Tuesday, March 25, 2025	11:00 am – 12:30 pm	Foundation Conference Room
Tuesday, April 22, 2025	10:00 am – 11:30 am	Foundation Conference Room
Tuesday, May 27, 2025	11:00 am – 12:30 pm	Foundation Conference Room
Tuesday, June 24, 2025	11:00 am – 12:30 pm	Foundation Conference Room
Tuesday, July 22, 2025	10:00 am – 11:30 am	Foundation Conference Room
Tuesday, August 26, 2025	11:00 am – 12:30 pm	Foundation Conference Room
Tuesday, September 30, 2025	11:00 am – 12:30 pm	Foundation Conference Room
Tuesday, October 21, 2025	10:00 am – 11:30 am	Foundation Conference Room
Tuesday, November 18, 2025	11:00 am – 12:30 pm	Foundation Conference Room
Tuesday, December 16, 2025	11:00 am – 12:30 pm	Foundation Conference Room

Tuesday, January 20, 2026	10:00 am – 11:30 am	Foundation Conference Room
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LACC Foundation Finance/Investment Committee 2025 Meeting Schedule

Date	Time	Location
Tuesday, January 21, 2025	11:30 am – 1:00 pm	Foundation Conference Room
Special Meeting Wednesday, February 19, 2025	12:00 pm – 1:00 pm	Zoom and in Person Meeting
Tuesday, April 22, 2025	11:30 am – 1:00 pm	Foundation Conference Room
Tuesday, July 22, 2025	11:30 am – 1:00 pm	Foundation Conference Room
Tuesday, October 21, 2025	11:30 am – 1:00 pm	Foundation Conference Room
Tuesday, January 20, 2026	11:30 am – 1:00 pm	Foundation Conference Room

LACC and LACC Foundation Important Event Dates 2025 Events

Event Name	Date	Time	Location
Deans' Honors Tea	TBD		
LACCF Scholarship Reception & Ceremony	May 20, 2025	12:00 PM	Student Union Multipurpose Room
2025 LACC Commencement/Graduation	TBD		
LACCF Holiday Luncheon	December 11, 2025	12:00 PM	TBD