

LOS ANGELES CITY COLLEGE FOUNDATION

EXECUTIVE COMMITTEE MEETING

JULY 21, 2026

LOCATION: LACC Foundation Conference Room
Student Union Building
855 N Vermont Ave
Los Angeles, CA 90029

CONFERENCE CALL INFORMATION

Dial: 1 (669) 900-6833

Zoom Link: <https://laccd.zoom.us/j/82095052702?pwd=AY5ftCMoy1qS31iwPJLm2P7R6nvP59.1>

Meeting ID: 820 9505 2702

Passcode: 302491

TIME: 10:00 A.M.

MINUTES

Attendance:

Members Present: Robert Schwartz (Chairman); Danny Chan (Treasurer); Amanuel Gebru (LACC President) and Martha Esparza (Executive Director)

Members Via Zoom: Gregory Goeckner (Secretary) and Julie Stromberg (Vice Chair)

Members Absent: Jeff Zarrinnam (Member-at-Large)

Guests: Dr. Olga Diaz (LACC VP of SS); Dr. Sobia Khan (LACC VP of Academic Affairs); Eddie Hernandez; Helen Khachatryan and Silvia Martinez

I. CALL TO ORDER

R. SCHWARTZ

- a. The meeting was called to order at 10:07 A.M. by Robert Schwartz after a quorum was confirmed.

II. APPROVAL OF MINUTES

R. SCHWARTZ

- a. Action Item: Approval of the Executive Committee meeting minutes from June 26, 2026.
 - i. Motion: Danny Chan moved to approve the minutes as presented.
 1. Second: Gregory Goeckner.
 2. Vote: Approved unanimously.
 3. Motion carried (**MSP – Motion, Second, Passed**).

III. EXECUTIVE DIRECTOR'S REPORT

M. ESPARZA

- a. Martha Esparza presented an update on Foundation activities.
 - i. DEVELOPMENT UPDATE
 1. Martha provided an update on development activities, beginning with the Palmer Langdon estate matter.
 - a) Eddie Hernandez reported that the Foundation had made progress in identifying contacts connected to the estate and had established communication with representatives of the Los Angeles Regional Food Bank. Palmer Langdon had reportedly made commitments to multiple organizations, including the Foundation and the Food Bank. The Braille Institute was known to have received its portion through the estate plan, while the Foundation and other organizations were still seeking clarification regarding their expected distributions. Eddie reported that Donald Klock had been identified as the executor and that the organizations involved were working toward a meeting on July 29 to compare information and seek a clear understanding of the estate's commitments.

2. Donor Engagement and Annual Report:
 - a) Martha also reported on current donor engagement efforts, including the annual report, student thank-you letters, endowment reports, donor anniversary communications, and planned giving activities.
 3. Endowment / Naming Opportunity:
 - a) Martha also raised an endowment-related naming obligation involving a donor whose gift supports transfer students. The agreement calls for recognition through a plaque rather than a major facility naming. The Committee discussed where such recognition might appropriately be placed and whether a room or door could be used, subject to the college's campus naming and approval process.
 - b) Dr. Olga Diaz will look into the college's naming and recognition requirements.
 4. Grant and Program Development:
 - a) Martha reported that the Foundation was working closely with college leadership on implementation responsibilities associated with several grants. The discussions are intended to clarify ownership on the college side and ensure that grant-funded activities are properly implemented and supported.
 - b) The Foundation is also reviewing hiring and contracting practices connected with grant-funded work. Martha noted that some individual contracts currently in use do not align with the intended process and that the team is working to clean up those arrangements.
 - c) Regarding the HUD-supported program, Martha reported that the portion supporting students while they were on campus had been completed and that the next phase would focus on follow-up support. Daren Lynne was working on the project plan for this next phase.
 - d) Martha further reported that the Foundation received an ECMC GO grant to support parenting students involved with the system and that services and workshops would be developed as part of the program.
 - e) The Foundation also received \$100,000 from the California Community Foundation with the funds expected to support scholarships. Martha said she was following up to clarify the exact restrictions and intended use of the funds.
 - f) Martha reported that Daren was also working with college leadership on the return of the Fresh Success program to the Foundation. The team is coordinating implementation with Juan Alvarez and other college leaders. In addition, the Foundation plans to apply again for a California Community Reinvestment-related opportunity involving restorative grants and is beginning to identify potential supporters who can provide letters of support. Similar outreach is planned in connection with the Every Child Foundation.
 5. Sculpture Garden: She also provided a brief update on the sculpture garden, noting that the related fund had been established and that the next steps involved completing the funding process and annual contract arrangements.
 6. Staffing: Martha reported that the Foundation is currently operating with a small staff and that additional staffing will be needed as programs and development activities continue to grow. She is interviewing for the Associate Director of Corporate and Foundation Relations position and is considering additional staffing needs.
- ii. 2026 GALA UPDATE
1. Martha reported that the Foundation's Gala would no longer be held in October 2026 and would instead move to spring 2027. She expected potential dates to be identified during the week of the meeting. She explained that the change was driven in part by the timing of securing confirmations from prospective honorees. Although the Foundation had identified a strong group of potential

honorees, confirmations were not coming together quickly enough to meet the original event timeline.

2. The Committee also discussed LACC's upcoming 100th anniversary in 2029 and the opportunity to begin planning early for a larger fundraising and alumni engagement effort leading up to the celebration.

iii. SWAP MEET - UPDATE

1. Martha reported that she had met with representatives regarding the swap meet and that there was a concern from the district that it was not benefiting from the arrangement. Robert then provided background on the contractual structure.
 - a) The Foundation has a lease arrangement with the district and a separate agreement with the swap meet operator. Robert explained that a prior agreement included options that may extend beyond the term of the district lease, creating a legal and practical issue if the district elects not to continue the underlying arrangement.
 - b) Robert expressed concern about ending the swap meet without allowing the Philip Dane operator an opportunity to test a proposed hybrid flea-market model. He suggested that, if feasible, the operator be allowed to continue through the end of the calendar year so that the model could be evaluated. He noted that the swap meet has operated for approximately 28 years and has generated significant support for students.
 - c) The Committee discussed the possibility of allowing the swap meet to continue through the end of the year while a proposed new format is evaluated. The impact on students, the surrounding community, and campus security was also discussed. Dr. Olga Diaz noted that the swap meet also serves members of the surrounding community who rely on it for groceries and other purchases. She emphasized that, if the swap meet is ending, the community should receive clear information.
 - d) Martha will continue discussions with the college and District and will also explore the possibility of using the space for a coffee shop.
2. The commission for June 2026 was \$5,993.28 for both Saturday and Sunday.
 - a) The year-to-date total is \$38,911.01

IV. COLLEGE ADMINISTRATIVE REPORT

A. GEBRU

- a. The College Administration report was taken slightly out of the scheduled order so that Dr. Gebru could speak before leaving for a district commitment.
 - i. Dr. Gebru reported that safety remains a primary goal for the college. He described several safety concerns across campus, including break-ins, vandalism, unauthorized individuals sleeping in bathrooms and classrooms, and the need for additional security coverage.
 1. The Committee discussed the distribution of sheriff resources across the district. Dr. Gebru explained that the district's sheriff contract is costly and that the existing allocation does not necessarily reflect the differing needs of individual campuses. Robert and Danny asked whether there is an alternative allocation formula based on student population, faculty, or other campus characteristics. Dr. Gebru said he did not have the specific formula available but would ask the Deputy Chancellor about the issue.
 - ii. Dr. Gebru also reported that the summer campus cleaning project was approximately 60% complete and that the college continues to work on filling open positions.
 - iii. Dr. Olga Diaz provided an update on an effort to help students with outstanding balances return to LACC and complete their degrees. More than 800 students may qualify, although not all are expected to participate.

1. The goal is to make the process easier for students who are close to completing their programs. The college will begin outreach and monitor participation and funding needs.
2. The Committee also discussed possible funding sources, including unrestricted funds remaining from the 2024 Gala.

V. TREASURE REPORT

D. CHAN

- a. The Foundation Financials were presented by Danny Chan.
 - i. June 2026 Financials and Credit Card Statements
 1. Action Item: Motion to approve June 2026 Financials including bank & credit card statements.
 - a) Motion: Robert Schwartz - moved to approve the June 2026 financials and credit card statements as submitted.
 - b) Second: Julie Stromberg
 - c) Vote: Approved unanimously.
 - d) Motion carried (**MSP – Motion, Second, Passed**).
 2. Danny reported that there was not a substantial financial update beyond the approval of the June financial statements. He noted that an Investment Committee meeting was forthcoming and expressed confidence in the Foundation's balance sheet and overall financial position. He also noted that market performance had been favorable.
 - b. During the Treasurer's discussion, Danny noted that the proposed administrative fee increase should also be considered in the context of the Foundation's financial picture and the potential loss of swap meet-related revenue. He indicated that this was particularly relevant to the income statement and future planning.
 - i. DISCUSSION OF PROPOSED ADMINISTRATIVE FEE INCREASE
 1. The Committee discussed increasing the Foundation's current 1.5% administrative fee, primarily because of the anticipated loss of swap meet revenue and the Foundation's need for additional unrestricted operating funds.
 2. Danny proposed increasing the fee by a total of 50 basis points, with a 25-basis-point increase in 2026 and another 25-basis-point increase in 2027. The Committee discussed implementing the first increase in fall 2026 and the second in January 2027, subject to reviewing the Foundation's existing policy.
 - a) Motion: Danny Chan moved to recommend the 50-basis-point increase to the Board of Directors.
 - b) Second: Robert Schwartz
 - c) Vote: Approved unanimously.
 - d) Motion carried (**MSP – Motion, Second, Passed**).

VI. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. No updates

VII. PUBLIC COMMENTS

- a. No Public Comments.

VIII. ADJOURNMENT AND NEXT MEETING

R. SCHWARTZ

- a. The meeting was adjourned at 11:36 AM
- b. Next meeting will be on Tuesday, August 26, 2026, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Gregory Goeckner, Secretary