

**LOCATION:** LOS ANGELES CITY COLLEGE FOUNDATION  
Student Union Building – 3<sup>rd</sup> Floor Conference Room  
855 N. Vermont Avenue  
Los Angeles, CA 90029

**TIME:** 11:00 A.M.

## MINUTES

### **Attendance:**

**Members Present:** Marvin Hoffman (Chair); Bob Winters (Treasurer); Edward Dilkes (Vice Chair); Alan Daniels (Secretary); Jeff Zarrinam; Mary Gallagher (LACC Interim President); Dan Walden (VP, LACC Academic Affairs) and Robert Schwartz (Executive Director)

**Guest Present:** Dan Wanner (President, LACC Academic Senate)

### **I. CALL TO ORDER**

**M. HOFFMAN**

- a. The Meeting was called to order at 11:06 A.M.
- b. Motion to accept minutes from January 23, 2018
  - i. Ed Dilkes moved to accept the minutes as published
  - ii. Jeff Zarrinam seconded
  - iii. **Motion Passed MSP**

### **II. EXECUTIVE DIRECTOR'S REPORT**

**R. SCHWARTZ**

- a. SWAPMEET
  - i. The Swap Meet revenue was up \$8,707.96 from last year
    1. The Swap Meet commission for January 2018 was \$56164.69 for both Saturday and Sunday
    2. Year-to-date total is \$56,164.69
- b. CORPORATE & FOUNDATION OUTREACH
  - i. Martha Pelayo submitted her Corporate & Foundation Relations Activity Report for the month of February 2018
    1. She met with Mayor's representatives to discuss the development of a proposal to Netflix that will reflect a pathway from Bernstein High School to LACC. (Lisa Salazar, Director of Mayor's Workforce Development)
    2. Martha also reported on the LAHTA. Classes will be offered in the summer through Contract Education. Robert Schwartz to confirm with President Gallagher how the Foundation will benefit from funding that comes through Contract Education. Dr. Alex Davis, Dean of CTE/Contract Education mentioned that the Foundation may be able to create a source of revenue from these classes offered through Contract Education
      - a) HTA Executive Director, Adine Forman has requested that the Foundation remain the point of contact
- c. ALUMNI
  - i. Carole Wenger submitted her alumni report for the month of February 2018.
    1. Carole has been in communication with Merryl Alpert who has agreed to meet in February/March for a hard hat tour of VAMA building
    2. John Branca will be coming to campus on March 8, 2018 to talk to students and see his banner
- d. GALA/EVENTS FOR 2018
  - i. No discussion

### **III. COLLEGE ADMINISTRATIVE REPORT**

**M. GALLAGHER**

- a. Interim President Gallagher's report was presented to the full Board at their meeting following the Executive Committee meeting

### **IV. TREASURE'S REPORT**

**R. WINTERS**

- a. JANUARY 2018 FINANCIALS AND CREDIT CARD STATEMENTS
  - i. The January 2018 financials and credit card statements were discussed and approved by the Committee

1. Bob Winters moved to accept January 2018 Financials and Credit Card Statements as published
2. Ed Dilkes seconded

**3. Motion Passed MSP**

b. 2018 BUDGET REVIEW

- i. The Committee agreed to make a recommendation to the Board to approve the 2018 Budget

**V. BOARD CHAIR'S REPORT**

**M. HOFFMAN**

a. ALAN DANIELS and ALEX SWART

- i. Alan and Alex were contracted by the College on a temporary assignment to work on the new marketing campaign.
  1. The Committee discussed their assignments and decided that it will be a conflict of interest for both Alan and Alex.
  2. As of this meeting Alan Daniels and Alex Swart have been removed from the Board and added them to the Advisory Group

b. JOANNE HOFFMAN

- i. Marv Hoffman mentioned that Joanne Hoffman has decided to step down from the Board. Her resignation will be accepted by the full Board in May 2018.

**VI. ADJOURNMENT AND NEXT MEETING**

- a. The meeting was adjourned at 11:45 A.M.
- b. Next meeting is March 27, 2018 at 11:00 AM

**NOTE: MSP=Moved Second Passed**

**Approved and signed by:**

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