

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

TIME: 10:00 A.M.

MINUTES

Attendance:

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

Members Absent: None

I. CALL TO ORDER

M. HOFFMAN

- a. The Meeting was called to order at 10:06 A.M.
- b. Motion to accept minutes from June 26, 2018
 - i. Bob Winters moved to accept the minutes as published
 - ii. Julie Stromberg seconded
 - iii. **Motion Passed MSP**

II. EXECUTIVE DIRECTOR'S REPORT

R. SCHWARTZ

- a. Robert Schwartz briefly reported on the following items
 - i. ALUMNI
 1. Robert mentioned that he and Carole Wenger met with Andy Khawaja the owner of Allied Wallet. Andy was first mentioned to us by Mayor Eric Garcetti. Andy is an alum and was very interested in helping in any way possible.
 - a) Robert also met with Dennis Gilbert and he asked him to be one of the honorees for next year's gala.
 - b) Richard Pink is going to give us more money for food insecurities. They will also be on campus for Welcome Day
 - c) Carole Wenger and Robert are currently working with the Grammy Foundation for the \$100,000 donation to create the John Branca Institute for Entertainment Business and Law
 - d) The LACC Connect was launched two weeks ago and it was sent to 250K people. About 7,000 viewed it and several hundreds have already signed up
 - e) Sandy Hyun already sent the \$25k to create another scholarship. Carole Wenger to schedule a meeting with Sandy and her sister come to campus to discuss the possibility to do outreach to the Korean community
 - ii. CORPORATE & FOUNDATION RELATIONS
 1. Martha Pelayo submitted her report and Robert briefly discussed it with the Committee members
 - a) Martha had a conference call on June 22nd with the Ralph Parsons Foundation representative, Jennifer Price-Letscher. Jennifer was impressed with the Guardian Scholars program and advised us to submit an LOI
 - b) Martha is also working with Amy Hanf on applying for various departments from funders such as Adams Mastrovich Family Foundation, Marie H. Brookreson Trust (OSS) and many more.
 2. The Foundation was awarded the following grants:
 - a) California Community Foundation awarded \$15,132 for the Saint Cloud's Scholarship fund
 - b) \$25,000 renewal for HFPA Fellowship
 - c) Robert mentioned that his friend Scott Adelson would donate some laptops for our President's Scholars and might be able to participate in supplying laptops to all the Ralph Bunche Scholars as well
 3. Robert discussed the idea again to have an ATM machine on the first floor of the Student Union. President Gallagher to find out from the District if that would be okay to have the ATM machine here.
 - iii. 2019 GALA

1. The Gala has been scheduled for March 12, 2019 at the Beverly Wilshire Hotel. An asked was sent to Dennis Gilbert and Robert has also contacted Joan Dangerfield to see if she can get Jay Leno to participate

iv. DONOR RECOGNITION

1. Robert briefly discussed the different giving levels that will be included on the Donor Wall. The names will be placed on the 3rd floor of the Student Union Building, next to the elevators.

v. VETERANS HOUSING

1. The committee talked about the Veterans Housing again. Steve Lebowitz is still on board. Robert Schwartz has communicated with Andra Hoffman about this matter. Ed Dilkes to talk to Mike Fong and Gabriel Buelna
2. Julie Stromberg suggested to setup a meeting with the Housing Committee members to get this going again

vi. STRATEGIC PLAN

1. Robert Schwartz mentioned that he had lunch with Dean Hansell to discussed the Strategic Plan. Selina Chi sent Robert a copy of another nonprofit's strategic plan and now she and Dean will finalize the LACCF Strategic Plan

vii. SWAPMEET

1. The Swap Meet revenue was up \$16,344.32 from last year
2. The Swap Meet commission for June 2018 was \$55,144.51 for both Saturday and Sunday
3. Year-to-date total is \$343,225.91

III. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. President Gallagher briefly reported that she is finalizing the last agreement for the VP of Administrative Services.
- b. She also mentioned that she wants to greatly enlarge the Ralph Bunche Program

IV. TREASURE'S REPORT

R. WINTERS

a. JUNE 2018 FINANCIALS AND CREDIT CARD STATEMENTS

- i. The June 2018 financials and credit card statements were discussed and approved by the Finance and Investment Committee members at their meeting following this Executive Committee meeting

V. BOARD CHAIR'S REPORT

M. HOFFMAN

- a. No updates

VI. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 11:32 A.M.
- b. Next meeting is August 21, 2018 at 11:00 AM (Conference Call)

NOTE: MSP=Moved Second Passed

Approved and signed by Secretary, Julie Stromberg:
