

**LOCATION:** LOS ANGELES CITY COLLEGE FOUNDATION  
Conference Room

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

## MINUTES

### Attendance:

**Members Participating:** Marvin Hoffman (Chair); Edward Dilkes (Vice Chair); Bob Winters (Treasurer); Julie Stromberg (Secretary – Via Conference Call); Robert Schwartz (Executive Director) and Mary Gallagher (LACC President)

**Members Absent:** James Lancaster (Interim VP, LACC Academic Affairs) and Jeff Zarrinam (Member-at-Large)

**Guests Present:** Anil K. Jain, Associate VP of Administrative Services

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

**M. HOFFMAN**

- a. The Meeting was called to order at 11:15 A.M.
- b. Motion to accept minutes from January 22, 2019
  - i. Ed Dilkes moved to accept the minutes as published
  - ii. Bob Winters seconded
  - iii. **Motion Passed MSP**

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

**R. SCHWARTZ**

- a. Robert Schwartz briefly reported on the following items
  - i. ALUMNI & FOUNDATION OUTREACH
    1. Carole Wenger and Martha Pelayo submitted their respective reports which were reviewed by the Committee members prior to the meeting
  - ii. 2019 GALA UPDATE
    1. Robert mentioned that we are three weeks out to the Gala night and the goal for this week is to get to as close as possible to \$500,000. We have secured Robert Wuhl as the MC for the night
    2. Robert also mentioned that as of today there are only a hand full of faculty/staff registered to attend the gala and only a few Board members have purchased tickets or tables
      - a) Marv Hoffman to send an email to the rest of the Board members that have not yet purchased any tickets
    3. Dennis Gilbert will be introduced by Jerry Reinsdorf, owner of the Chicago White Sox. Tiffany Haddish will present the award to Jamie Masada that's if she doesn't gets scheduled for something else
    4. Dr. Gallagher will be calling some vendors to ask for sponsorships. She mentioned that LACC Bookstore will do a sponsorship

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

**M. GALLAGHER**

- a. President Gallagher briefly spoke about the Bond Program, two of the people will be retiring soon and are looking for replacements
  - i. She talked about the different upgrades that are currently happening on Campus
    1. One of the upgrades is Technology. Wireless upgrade is going to be ready by March
  - ii. President Gallagher reported that they have looked at different photos from when the College first opened
    1. She mentioned that the Gala on March 12 will be the Kick Off event of several 90<sup>th</sup> Anniversary events
  - iii. Dr. Gallagher reported on other projects as well as some students need

1. She also mentioned that the student enrollment is low this semester and that they are looking at the different classes they are offering to compare them with the classes from last spring
- iv. Anil Jain briefly reported on the College budget

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

**R. WINTERS**

- a. 2019 BUDGET – DRAFT
  - i. A draft copy of the 2019 Budget was distributed again to the Committee members for their review and approval. However, there were some requests that needed to be incorporated to the budget sheet. Ed Dilkes requested to have the 2019 Budget approve by the full Board on April 30<sup>th</sup>.
- b. JANUARY 2019 FINANCIALS AND CREDIT CARD STATEMENTS
  - i. The January 2019 financials and credit card statements were discussed and approved by the Finance and Investment Committee members at their meeting following the Executive Committee meeting
    1. Bob Winters moved to approve the January 2019 Financials and Credit Card Statements as presented
    2. Ed Dilkes seconded
    3. **Motion Passed MSP**

#### **V. BOARD CHAIR'S REPORT**

**M. HOFFMAN**

- a. No updates

#### **VI. ADJOURNMENT AND NEXT MEETING**

- a. The meeting was adjourned at 12:20 P.M.
- b. Next meeting will be as a Conference Call on March 19, 2019 at 11:00 AM

**NOTE: MSP=Moved Second Passed**

**Approved and signed by Secretary, Julie Stromberg:**

---