

LOCATION: ZOOM CONFERENCE
1 669 900 6833 (US Toll) Meeting ID: 990 1478 8186

Join from PC, Mac, Linux, iOS or Android: <https://laccd.zoom.us/j/99014788186>

TIME: 11:00 A.M.

MINUTES

Attendance:

Members Participating: Marvin Hoffman (Chai); Edward Dilkes (Vice Chair); Bob Winters (Treasurer); Jeff Zarrinam (Member-at-Large); Danny Chan; Mary Gallagher (LACC President); Mike Kalustian (President, Academic Senate) and Robert Schwartz (Executive Director)

Members Absent: Julie Stromberg (Secretary)

Guests: Silvia Martinez, Daren Lynne, Helen Khachatryan and Martha Pelayo

I. CALL TO ORDER

M. HOFFMAN

- a. The Meeting was called to order at 11:02 A.M.
- b. Motion to accept minutes from April 20, 2021.
 - 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 gave a report on the following items.
 - i. SWAP MEET
 1. The good news is that the swap meet is up and running and they seem to be gathering strength each week. The bad news is that there are still a lot of vendors outside. Rick Landis said that there is about 50 of these vendors out there. Robert also mentioned that they were informed about a vendor selling syringes and some unidentified liquid which they thought was like B12 shots that they might had brought up from Mexico, because everything on the packaging was in Spanish. Martha Pelayo and Robert are going to follow up with O'Farrall's office in the next couple of days, to see what else they can do about enforcing the terms of being 500 feet away from the swap meet and the illegal goods that are being sold.
 2. This topic was further discussed by the Committee members and Robert will keep communicating with Rick Landis on the status of the situation with the outside vendors and contact the City's Attorney to see if they can do something to help with this matter.
 - a) The Swap Meet revenue was down **\$127,217.83** from last year.
 - b) The Swap Meet commission for April 2021 was \$4,956.24 for both Saturday and Sunday.
 - c) Year-to-date total is \$4,956.24.
 - ii. ALUMNI/CORPORATE AND FOUNDATION ENGAGEMENT
 1. Robert mentioned that the Alumni/Corporate and Foundation engagement has mostly been in connection with the Gala.
 - a) Robert reported that him and President Gallagher discussed the idea of sending the Emeriti people a copy of the 90th Anniversary Booklet as a kind of keepsake. The Foundation staff is coordinating this mailing and has also contacted the bookstore to get additional copies of this booklet.

- b) Robert also reported that he was contacted by a trust management person about the Coley Family who created a trust under their son's name. The parents passed away a few years ago and now the son passed away too. The funds are to be use for scholarships under the son's name. Robert estimates that we will be receiving around \$200,000.
 - c) Kevin sent out a draft of a gift agreement to Steve Markoff for the \$250,000 that he would like to set up as a fund to encourage students to attend LA City College. Mr. Markoff has it now and we will wait to hear from him and see if he was any changes or questions about the agreement.
 - d) Robert mentioned again about the passing of our alumni Howard Weitzman. Robert has been in touch with his assistant, at the law firm because we have already received a few contributions in his memory. Robert has suggested to set up an endowment under Howard Weitzman's name.
 - e) Martha Pelayo briefly informed the Committee about the current grant activity.
- iii. GALA
1. They took the Gala video and cut it down. It is a 25-minute video, basically a highlight reel of the hour and a half gala event. Robert thinks that this shorter video will be a particularly good fundraising tool and they will keep sending that out.
- iv. FRESH SUCCESS OVERVIEW
1. Robert reported that thanks to Daren's efforts we are fusing a huge amount of money into both our textbook program and our nursing program for the next year. The broad stroke is that, together, between the general student population we are going to put in about \$700,000 for the next academic year 2021-2022 which will start in the fall. In the textbook voucher program, we are going to be able to give \$350 in books and supplies each semester to about 1,000 students per semester. It is huge compared to what we normally do. The nursing students will be able to get support to pay for most of their textbooks.
 2. Darren Lynne gave a brief overview about the Fresh Success Grant. It is part of the USDA Food Nutrition Service. To start this project and because the College is doing so much work already related to students, they have decided they need a Basic Needs Program. Daren mentioned that in the last meeting she had made the request for 150,000 to fund the positions on the campus life and especially funding programs. What the Foundation will be doing is fronting the first four months salary support for those positions and then at the end of that first quarter, which is November 1st that is when the new fiscal year starts, she would submit the invoices for those expenses and that is how we are going to get reimbursed.
 - a) Ed Dilkes moved that the Executive Committee authorize the payment of \$150,000 in accordance with Daren Lynne's instructions to fund the frontend of this program.
 - 1) Jeff Zarrinam seconded
 - 2) **Motion Passed MSP**

III. COLLEGE ADMINISTRATIVE REPORT

M. KALUSTIAN

- a. President Gallagher briefly updated the Committee on the final headcount for spring. She also mentioned that the Chancellor gave the green light to start classes in the Van De Camp Campus in the fall semester.
- b. She also mentioned that they were able to send a fully balanced budget this year for the first time in at least five years.
- c. President Gallagher reported that the Da Vinci building is finished and furnished. It will be open for classes this summer. She also spoke about the other Bond program renovation projects.
- d. She briefly informed the Committee members about her different Initiatives.

IV. TREASURE'S REPORT

R. WINTERS

- a. APRIL 2021 FINANCIALS AND CREDIT CARD STATEMENTS
 - i. Bob Winters reported that as of last night the Foundation cash and portfolio with Windward was at \$41,181,716.
 1. The April 2021 financials and credit card statements were reviewed and approved by Committee members.
 2. Bob Winters moved to approve the April 2021 Financials and Credit Card Statements as presented
 - a) Jeff Zarrinam seconded
 - b) **Motion Passed MSP**

V. BOARD CHAIR'S REPORT

M. HOFFMAN

- a. Marv Hoffman asked Silvia Martinez that for the next month's meeting to add the Executive Director Search Committee agenda item.

VI. PUBLIC COMMENTS

- a. The Committee discussed some items that were not part of the agenda. Robert reported about the different artwork that was added to the Herb Alpert Music Center which he was not notified about it.

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 12:21 PM
- b. Next meeting will be on June 22, 2021 at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved and signed by Secretary, Julie Stromberg: _____