

LOCATION: ZOOM CONFERENCE

1 669 900 6833 (US Toll)

Meeting ID: 977 1338 6295

Join from PC, Mac, Linux, iOS or Android: <https://laccd.zoom.us/j/97713386295>

TIME: 11:00 A.M.

MINUTES

Attendance:

Members Present & Zoom: Robert Schwartz (Chairman); Marvin Hoffman (Immediate Past Chairman); Edward Dilkes (Vice Chairman); Bob Winters (Treasurer); Danny Chan (Assistant Treasurer); Julie Stromberg (Secretary); Jeff Zarrinam (Member-at-Large); Mary Gallagher (LACC President) and Lisa C. Nashua, Ph.D. (Executive Director)

Members Absent: Mickey Hong (President, Academic Senate) and Joe Dominguez (VP, Admin Services)

Guests: Silvia Martinez; Helen Khachatryan and Brittany Delany

I. CALL TO ORDER

R. SCHWARTZ

- a. The Meeting was called to order at 11:01 A.M.
- b. Motion to accept minutes from October 18, 2022
 - i. Marvin Hoffman motioned to accept the minutes of October 18, 2022, meeting as submitted.
 - ii. Julie Stromberg seconded
 - iii. **Motion Passed MSP**

II. COLLEGE ADMINISTRATIVE REPORT

M. GALLAGHER

- a. President Gallagher was asked to give her report first to give enough time to Dr. Nashua to join the meeting.
- b. President Gallagher reported that today they not only got the high school counselors here on campus, but they also got their day of gratitude, and their special guest speaker is Mark Charles. She also updated the Committee on the new hires and the different things that are happening on campus including construction, enrollment, and budget.
 1. She reported on the new Allied Health Programs and the augmented and virtual reality.

III. EXECUTIVE DIRECTOR'S REPORT

L. NASHUA

- a. Lisa Nashua reported on the following items.
 - i. SWAP MEET - UPDATE
 1. Lisa mentioned that it has been an interesting month. The swap meet had a great October. She also mentioned that Helen Khachatryan noticed a discrepancy with the swap meet numbers and she informed Phillip Dane and he apologized for the mistake and sent the rest of the funds.
 2. Robert Schwartz went on to talk about the conversation they had been having with the BID about potentially installing some boulders along Monroe for beautification purposes.
 3. The Swap Meet revenue was up \$270,638.91 from last year.
 - a) The Swap Meet commission for October 2022 was \$59,846.00 for both Saturday and Sunday.
 - b) Year-to-date total is \$387,380.02.

ii. FOUNDATION ENGAGEMENT

1. Brittany Delany, Director of Foundation and Government report was distributed to the Committee by email. Brittany was helping with the Day of Gratitude event today and she was able to briefly highlight the current grants activities and donor meetings.

iii. BASIC NEEDS PROGRAM

D. LYNNE

1. Daren Lynne report was also emailed to the committee. Daren couldn't give her report because she was coordinating the Day of Gratitude event along with Brittany Delany and many other volunteers. However, Lisa Nashua briefly mentioned that we have finished our first phase of our Emergency Food and Shelter for Housing. The college continues to facilitate and be a great partner on Food for Thought.

iv. MAJOR DONORS

L. NASHUA

1. Lisa reported that they continue to go back to the prospect list. They called everybody on that prospect list, and they made sure that they were all invited to the gala. Now they'll work on a strategy to re-engage them.
2. Lisa also reported that Dolores Kollmer already secured a \$20,000 pledge for #GivingTuesday Challenge and from one of the Board members present today who is helping with the challenge to get it to \$30,000.
3. Lisa mentioned that their goal is to put all those prospect lists in one and into Raiser's Edge for better reporting.
 - a) Robert Schwartz asked to get a better report from the Director of Development

v. PROPOSED 2023 BUDGET -DRFT

1. The Committee received a copy of the current working budget and the proposed 2023 budget. Lisa mentioned that they'll note that the actual is through September. We're expecting some of our expensive renewals to come in with the database and some of our subscriptions and the fall bills come in we'll be able to update it and have it. See how close we are to our actual budget figures.
2. Lisa asked if anybody had any questions about the proposed budget and mentioned that we just wanted to make a first pass for everybody to look at and then it will need to be adopted in our next Executive Committee meeting.
 - a) There were some questions from the committee regarding the different budget lines and Helen Khachatryan was able to answer those questions.

vi. GALA 2022/CHALLENGE APPEAL

1. Lisa reported that overall, our total income was \$546,880. There are a couple of invoices that are still pending. Our bottom line to date on expenses is \$151,396.00
 - a) Lisa also mentioned that the appeal with the challenge match from Milt & Debbie Valera and Sterling Franklin, we raised over \$41,000 that night in the appeal plus the \$25,000 each from the Valera's and Sterling Franklin, we'll have a \$100,000 endowment started for Guardian Scholars

IV. TREASURE'S REPORT

B. WINTERS/D. CHAN

a. October 2022 Financials and Credit Card Statements

- i. The October 2022 financials and credit card statements were reviewed and approved by the Committee members.
 - a) Marvin Hoffman moved to approve the October 2022 Financials and Credit Card Statements as presented
 - b) Danny Chan seconded
 - c) **Motion Passed MSP**

V. BOARD CHAIR'S REPORT

R. SCHWARTZ

- a. Robert mentioned that he went to a memorial service on Sunday for Sid Marantz. He was an alumnus then it should be noted in the database.
- b. He also mentioned that he will ask Silvia for the updated list for the Board members who have not pay their annual board dues yet.

VI. PUBLIC COMMENTS

- a. None

VII. ADJOURNMENT AND NEXT MEETING

- a. The meeting was adjourned at 12:18 PM
- b. Next meeting will be on December 20, 2022, at 11:00 AM

NOTE: MSP=Moved Second Passed

Approved by Secretary, Julie Stromberg