



MINUTES

Committee: FOUNDATION
Date: October 14, 2015
Time: 12:00 PM
Location: Juniper Hall ST-541

Present:

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> R. Carson | <input checked="" type="checkbox"/> D. Kuba | Ex-Officio: |
| <input type="checkbox"/> D. Crippens | <input type="checkbox"/> R. Lane | <input checked="" type="checkbox"/> L. Frank |
| <input checked="" type="checkbox"/> R. Ely | <input type="checkbox"/> S. Martínez | <input type="checkbox"/> M. Gallagher |
| <input checked="" type="checkbox"/> R. Farrell | <input checked="" type="checkbox"/> J. Motta | <input checked="" type="checkbox"/> E. Robinson |
| <input checked="" type="checkbox"/> S. Foley | <input checked="" type="checkbox"/> K. Phipps | |
| <input checked="" type="checkbox"/> C. Johnson-Taylor | <input type="checkbox"/> J. Yokota | |

Staff:

- A. Arnold, Executive Director
- C. Du, Assistant

Guests: Victoria Genevier, Stanislawski and Company; Iris Caplan, ICAP Specialty Events.

Meeting Convened: The Foundation Board meeting was called to order at 12:00 p.m. by Vice Chairperson Darlene Kuba.

Public Comment: No public comment.

Approval of Minutes: The minutes for the regular board meeting held September 17, 2015 were approved with changes to Item IV to indicate that the charge in question was due to a payroll error.

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Item III: Chairperson’s and Executive Director’s Report
<p>Key Consideration</p> <ul style="list-style-type: none"> • Item A – Chairperson’s Report <ul style="list-style-type: none"> ○ Abby Arnold states that the chairperson’s report is included in the packet for everyone to review. ○ Darlene Kuba states that she has questions but will save them for when David Crippens is present. • Item B – Executive Director’s Report



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- Abby Arnold explains the Title V federal grant that has been secured.
- Abby Arnold states that approximately \$11,000 has come in from an old Wells Fargo account that was previously closed.

Action Taken: No action required.

Item IV: Monthly Budget Statement & Audit Report

Key Consideration

- Victoria Genevier states that the financial statements are not ready because the bank statements have not come in yet.
- Victoria Genevier states that the two US Treasury Items that were inquired about at the prior meeting are payroll liabilities and payroll taxes. The way the software populates the account name is the result of a prior payroll processing error. She has corrected the QuickBooks account name.

Action Taken: No action required.

Item V: 2015 Student Benefit Dinner

Key Consideration

- Iris Caplan updates the board on the dinner.
- Iris Caplan states that the dinner has brought in about \$295,000 but she expects it to reach \$300,000 by the date of the event.
- Iris Caplan talks about the alcohol permit, the dinner venue, audio visual, going over the content for the honorees with the emcee, and the program timeline.
- Chini Johnson-Taylor, on behalf of the board, presents Iris Caplan with a gift and acknowledgement of all her hard work in preparation for the annual dinner.

Action Taken: No action required.

Item VI: Board Retreat

Key Consideration

- The current meeting temporarily adjourns to go to go to the special meeting.
- See October 14th special meeting minutes.

Action Taken: No action required.

Item VII: Student Scholarship Awards

Key Consideration

- Abby Arnold explains the list of foundation scholarships scheduled to go out to students this fall semester is not yet available. The selection process is not yet finished this early in the month.



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- Abby Arnold states that instead of the foundation issuing individual checks to students this semester, the plan is to have two large checks issued to the college to put the scholarship money directly into the students' Higher One cards.
- Abby Arnold requests that the funds be authorized to be made out to the college for disbursement of scholarships.
- Darlene Kuba, Chini Johnson-Taylor, and Robert Farrell, volunteered to score some scholarship applications.
- Abby Arnold states that application scoring must be completed by the deadline of Friday the 16th, two days from the meeting.

Action Taken: A motion to authorize the transfer of \$39,750 to LATTTC, for disbursement to students selected for the Osher, Thompson, Kaiser, Chancellor's, A.L.E. Robinson, and Olivia Garrison scholarships in accordance with the procedure and rubric presented to the Foundation board on August 20, 2015 is moved by Sean Foley and seconded by Robert Farrell.

Item VII: Remarks from the President

Key Consideration

- President Laurence Frank states that he spent Saturday networking with Sean Foley, Gary Toebben, and the Chamber of Commerce.
- President Laurence Frank states that Darlene Kuba, Chini Johnson-Taylor, and himself met with representatives from CRRC on Monday. Chini Johnson-Taylor provided a tour of the transportation related areas of the campus to the representatives of CRRC.
- President Laurence Frank states that Chini Johnson-Taylor coordinated with the LA Country Stentorians on the fire truck ceremony which they attended on Tuesday.

Action Taken: No action required.

New Business

- Next Board meeting will take place the morning of the board retreat, at 9:00 a.m. on November 5th, 2015, at the San Antonio Winery.
- The Board retreat will take place the 9:00 a.m – 3:00 p.m. on November 5th, 2015, at the San Antonio Winery.

Actions Taken: No action required.

Meeting Adjourned: Board secretary Chini Johnson-Taylor adjourned the meeting at 1:09 p.m.