



MINUTES

Committee: FOUNDATION
Date: July 16, 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 checked="" type="checkbox"/> D. Crippens | <input checked="" type="checkbox"/> R. Lane | <input checked="" type="checkbox"/> L. Frank |
| <input checked="" type="checkbox"/> R. Ely | <input type="checkbox"/> S. Martínez | <input checked="" type="checkbox"/> M. Gallagher |
| <input checked="" type="checkbox"/> R. Farrell | <input type="checkbox"/> J. Motta | <input type="checkbox"/> C. Anderson |
| <input type="checkbox"/> S. Foley | <input checked="" type="checkbox"/> K. Phipps | |
| <input checked="" type="checkbox"/> C. Johnson-Taylor | <input checked="" 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 Co-Chair, Darlene Kuba.

Public Comment: No public comment.

Approval of Minutes: The minutes for the regular and special board meetings held June 18, 2015 were approved.

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<p>Item IV: Executive Director’s Report</p> <p>Key Consideration</p> <ul style="list-style-type: none"> • Abby Arnold reads a thank you letter from a spring scholarship recipient Linda Williams. • Abby Arnold goes income and expenses pie charts that Chini Johnson-Taylor requested. • Abby Arnold states that she met with the auditor to go over the financial procedures manual. • Abby Arnold states that the audit will take place in September and that it will make a huge difference with funders to have three years of audits. • Item A – Grant Proposals: <ul style="list-style-type: none"> ○ Abby Arnold states that \$15,000 was raised for the Thomsen Foundation and
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the money is restricted for scholarships.

- Item B – Work Plan:
 - Abby Arnold goes over her work plan for the 2015-2016 fiscal year which includes grants, individual and business outreach, campus employees, alumni, and retiree outreach, administrative work, and other activities.

Action Taken: No action required.

Item V: Monthly Budget Statement

Key Consideration

- Victoria Genevier explains the monthly budget statement.
 - Balance Sheet Items. Net Assets were \$1,121,487.14.
 - Statement of Revenues, Expenses, and Net Assets. There was direct public support of \$905.500, interest and dividend income of \$914.12, a restitution payment of \$150, and student scholarship income of \$2000.00. For expenses there was \$4691.36 for Skills USA, \$3234.56 for Tools of the Trade, \$1000 in scholarships, \$167 in bank fees, \$1795 in accounting fees, \$0.72 for investment service fee, \$128 for meetings, \$92.92 for merchant service fees, \$615.70 for office supplies, \$104.54 for payroll expenses, \$972.86 for payroll taxes, \$6000 for printing and copying / graduation, \$1414.82 for public relations, and \$12,717.08 for salaries. There was an unrealized loss from investments of \$5397.93. The net loss for the month was -\$34,355.83.

Action Taken: No action required.

Item VI: Election of Board Members

Key Consideration

- Reappointment of Darlene Kuba to term ending 6/2018.
- Reappointment of Randall Ely to term ending 6/2018.
- Reappointment of Rob Carson to term ending 6/2018.

Action Taken: A motion to reappoint Darlene Kuba, Randall Ely, and Rob Carson to the board is made by Rod Lane and seconded by Robert Farrell. The motion passes.

Item VII: Election of Officers

Key Consideration

- The board discusses the new officers.
- The new officers are as follows:
 - David Crippens, Chairperson
 - Darlene Kuba, Vice-Chairperson
 - Chini Johnson-Taylor, Secretary



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- Randall Ely, Treasurer
 - Rob Carson, Executive Officer
 - Rod Lane, Executive Officer
- David Crippens states that he wants to focus on fundraising, putting procedures on paper, and strategic planning.
- Robert Farrell asks for clarification of the roles off board members on and off the executive committee.
- Darlene Kuba states that all board members have a fiduciary responsibility.

Action Taken: New officers for the fiscal year are decided as shown above.

Item VIII: 2015 Student Benefit Dinner

Key Consideration

- Darlene Kuba thanks Rob Carson for the \$5000 from Wells Fargo that he put work into.
- Iris Caplan states that she's working on the sponsorship form and that the save the date cards are ready.
- Iris Caplan updates the board on fundraising amounts.
- Iris Caplan states that she's reaching out to CBS for another emcee.
- Iris Caplan states that she will be meeting with Steve Kasmar to discuss the catering.
- Iris Caplan states that the faculty has been great in the past few years buying around 2-3 tables.
- Iris Caplan states that each board member should find or give \$5000 to the event.

Action Taken: No action required.

Item IX: Retreat Task Force

Key Consideration

- Chini Johnson-Taylor states that the committee is looking at September to dates for the retreat.
- Chini Johnson-Taylor states that the retreat may cover best practices and a targeted tour of the campus.

Action Taken: No action required.

Item X: Remarks from the President

Key Consideration

- President Laurence Frank talks about Trade Tech's presentation to L.A. Cleantech Incubator Leadership Council.
- President Laurence Frank talks about Tuesday's 10,000 String Veterans Summit on transitioning veterans into careers.

Action Taken: No action required.



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New Business
<ul style="list-style-type: none">• Next Board meeting scheduled for Thursday, August 20th, 2015, at 12:00 p.m. in the President's Conference room in Juniper Hall.
Actions Taken: No action required.

Meeting Adjourned: Newly elected chairperson David Crippens adjourned the meeting at 1:08 p.m.