



**MINUTES**

Committee: FOUNDATION BOARD OF DIRECTORS

Date: September 15, 2016

Time: 12:00 NOON

Location: MA-03 Mariposa Hall Conference Room

Present:

D. Crippens

J. McDowell

Ex-Officio:

R. Farrell

J. Motta

M. Gallagher

L. Frank

K. Phipps

C. Johnson-Taylor

E. Pulation

D. Kuba

E. Robinson

R. Lane

S. Martínez

Staff:

C. Du, Assistant

**Guests:** Iris Caplan, ICAP Specialty Events; Erhong Ling, Stanislawski and Company, David Ysais, LATTC Public Relations Manager.

**Meeting Convened:** The Foundation Board meeting was called to order at 12:01 p.m. by Chairperson David Crippens.

**Public Comment:** No public comment.

**Approval of Minutes:** The minutes from meeting August 18, 2016 were approved.

**ITEMS**

<b>Item IV: Chair’s Report</b>
<p><b>Key Consideration</b></p> <ul style="list-style-type: none"> <li>• David Crippens states that he and Chini Johnson-Taylor spoke at the annual faculty convocation about the foundation’s financial support for students and programs at the college.</li> <li>• David Crippens talks about the Year in Review report prepared by Marcy Drummond and the annual calendar handout.</li> </ul>
<b>Action Taken: No action required.</b>



## MINUTES

### Item V: Monthly Budget Statement

#### Key Consideration

- Christine Du provides August's financial report.
  - Budget Vs. Actual
    - There is some dinner income and the usual LATTC employees' donations.
  - Statement of Assets, Liabilities, and Net Assets
    - The Union Bank investment account is in cash.
  - Statement of Revenues, Expenses, and Net Assets
    - There a realized loss resulting from the liquidation of the investment account and a realized gain. These are July transactions.

**Action Taken: A motion is made by Sandra Martinez and seconded by Robert Farrell to accept the financial statements.**

### Item VII: Committee Reports

#### Key Consideration

- Audit and Finance Committee
  - Rod Lane provides the following update:
    - The new accountant from Stanislawski and Company is Erhong Ling who will be helping to increase Christine Du's capacity with daily bookkeeping.
    - The committee voted to recommend that the board accept the audit.
- Scholarship Committee
  - Chini Johnson-Taylor states that there is no update.
  - David Crippens states that about \$20,000 in funds that routinely go out each semester will be going out. The bulk of the scholarships will be given out in the Spring.
- Dinner Task Force
  - Iris Caplan provides an update on dinner progress:
    - Dinner expense are expected to be lower.
    - The Colburn's Jazz ensemble will be playing music and Carole Andersen is arranging a fashion show.
    - The emails to the unions have gone out.
    - The website has been updated for ticket purchases.
  - John McDowell states that unions usually have to bring the request to their board first.
  - Iris Caplan asks board members about their contributions.
  - Iris Caplan states that she is working on honoree videos.
  - Darlene Kuba states that creating videos was not part of ICAP's contract and that Iris should receive additional compensation for that work.
  - David Crippens suggests that the Task Force consider a 2-3 year contract for ICAP Specialty Events.
  - Chini Johnson-Taylor states that the pathways will have table top displays.
  - Darlene Kuba states that she will be securing the floral arrangements.

**Action Taken: A motion is made by Chini Johnson-Taylor and seconded by Darlene Kuba to provide additional compensation to ICAP Specialty Events for work on video not outlined in contract.**



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<b>Item VII: President's Report</b>
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<b>Key Consideration</b>
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| <ul style="list-style-type: none"><li>• David Ysais goes over a the College's Year in Review:<ul style="list-style-type: none"><li>○ The college successfully passed accreditation, achieved 6% in growth and had a balanced budget.</li><li>○ There are many other accomplishments listed and not listed.</li></ul></li></ul> |
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<b>Action Taken: No action required.</b>
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**Meeting Adjourned:** David Crippens adjourned the meeting at 12:47 p.m.