



MINUTES

Committee: FOUNDATION BOARD OF DIRECTORS

Date: June 22, 2017

Time: 12:00 NOON

Location: President’s 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

G. Perez

S. Martínez

Staff: Iris Caplan

Guests: Erhong Ling & Dr. Moreno, Chem Tech Department

Meeting Convened: The Foundation Board meeting was called to order at 12:10 p.m. by Chairperson David Crippens.

Approval of Minutes: John McDowell made a motion to pass the minutes from May 25th board meeting and Robert Farrell seconded the motion. The minutes from meeting May 25, 2017 were approved.

ITEMS

Item V: Committee Reports

Scholarship & Friend Raiser & Student Benefit Dinner

- Chini Johnson Taylor announced that the new interim chair of the nursing department will spend the additional \$5,000 that was allocated for the nursing department. Chini also announced that she spoke to Dr. Moreno who thanked the board for the \$20,000 which was given through a grant from Edison International. Dr. Moreno is working with Chini & Iris to allocate the funds.
- Chini Johnson Taylor mentioned that she and iris met with Robert Arvizu of the Spanish American Institute of Long Beach. Their foundation is interested in giving two \$2,000 scholarships to the Foundation for Latino students. At this time their foundation is giving to East LA College, Valley College, and Pierce College. We will be the 4th college they are supporting.



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Annual Dinner Fundraiser

- Chini Johnson Taylor discussed the dinner which will be held on October 26, 2017. She mentioned that the flyer created for the event was sent to all board members and is asking every board member to invite at least two people. There will be a quick presentation with a video and a few introductions. The 2017 honorees will be at the event. Chini also announced the Friend Raiser will now be in the Atrium and there is parking on the rooftop. We are inviting key people from the college. John McDowell mentioned that he will send it out to the Labor Center Advisory Board.
- Darlene Kuba mentioned she will reach out to the CEO of Steinmart. Bob Farrell is reaching out to various clergy in the area.
- President Frank announced that he has been reaching out to churches for the college.
- Chini Johnson-Taylor mentioned that the board wasn't aware of the outreach and possibly board members could attend some of these outreach meetings as well. Chini would like a schedule as to the future planning outreach meetings. The Foundation could assist with some of this outreach.
- Douglas Marian of the Plumbers Union has now been confirmed as the third honoree. We will be working on additional honorees.

Website

- Chini Johnson Taylor discussed the website. She mentioned that she and Iris were working with Chris French regarding photos of various events to be put on the website. Chini was amazed how the faculty doesn't really know that it is the Foundation who funds Tools of the Trade. Chini has ordered blank note cards for the board to start using for thank you notes as further outreach to the funders.

Finance

- David Crippens discussed when we reimburse the Tools of the Trade that we need to be careful to make sure we have all information and receipts and also who we are reimbursing. We don't want any problems in our audit. We don't want to be paying off quotes, and must have receipts before reimbursement can be made.
- David asked John McDowell to postpone the Investment Committee meeting while we are finishing the financials and the format for future reporting. David, Iris and Erhong are working at this very hard.
- David said that we need a Finance Committee very soon and he will get a date set.
- David said the Finance Committee should discuss whether the Foundation does a Forensic Accounting. This needs to be vetted and discussed.
- It is now a policy that we will be writing checks twice a month and all departments will be notified of this procedure. We are looking at all procedures.
- Erhong Ling went through all the statements. Total Assets as of May 31st are \$1,217,649.49 . Erhong stated that \$168,000 in checks went out in May for Scholarships and Tools of the Trade.
- Chini asked about whether we received a percentage of the Ballmer money. David will follow up to see. The board is going to discuss in detail whether to accept pass through money and how the board should approach pass through money.



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Action Taken: Chini Johnson-Taylor made a motion to accept the Financials and John McDowell second the motion. Financials were approved.

Guest – Dr. Moreno

- Chini introduced Dr. Moreno to the board. She feels the board should meet faculty members and the board should know more about the various pathways.
- Dr. Moreno gave his background and thanked the board for the money from Edison International for Scholarships. He provided a handout of Subjects and Projects for future consideration. He discussed the Chem Tech Program and Applied Technology and Astronomy.
- Dr. Moreno also gave us a list of possible vendors to send sponsorship information to for the Student Benefit Dinner. He is one of the first faculty members to provide vendor information.

Item VI: Renewal of Board Terms

- David Crippens suggested postponing the Renewal of Board Terms until we have a nominating committee meeting.

Item VIII: President's Report

- President Frank reported that Trade Tech was in the Apparel News regarding the Gold Thimble event. He passed out brochures.
- President Frank gave an update on the Lucas Museum which will be going to the full City Council for a vote. He is feeling very positive.

Meeting Adjourned: David Crippens adjourned the meeting at 1.35pm