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Committee: FOUNDATION BOARD OF DIRECTORS

Date: March 23, 2017

Time: 12:00 NOON

Location: President's Conference Room

Present:

D. Crippens

R. Farrell

L, Frank

C. Johnson-Taylor

D. Kuba

R. Lane

S. Martínez

J. McDowell

J. Motta

K. Phipps

E. Pulation

G. Perez

Ex-Officio:

M. Gallagher

Staff: Iris Caplan

Guests: Carole Anderson, LATTTC, Fashion Dept. Chair, Erhong Ling, Stanislawski and Company, James Lloyd, VP Alliance Bernstein

Meeting Convened: The Foundation Board meeting was called to order at 12:00 p.m. by Chairperson David Crippens.

Public Comment: No public comment.

Approval of Minutes: The minutes from meeting December 8, 2017 were approved.

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Item IV: Chair's Report

Key Consideration

- David Crippens discussed the college and where it is going in the future. The Foundation is at a good juncture. The Foundation is distributing out around \$230,000 a year at this time.
- David also discussed the money from the college that is passing through the Foundation. President Frank will discuss further in his report.
- David announced that Christine Du resigned from the Foundation in February. He also stated that the Foundation is not looking to hire at this point. Iris Caplan will be



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helping out the Foundation in the office capacity in the interim. Her contract is in the board materials.

- David Crippens stated that the Student Benefit Dinner will be starting in October. This will be covered in Committee reports.
- David also discussed that we are working to streamline some of the Foundation processes.
- David also reiterated that all board members are expected to donate \$5,000.00 either by giving or getting.

Action Taken: No action required.

Item V: Monthly Budget Statement

Key Consideration

- Erhong Ling from Stanislawski & company discussed the financials. Erhong stated that the Foundation has mostly cash not much in investments.
 - Budget Vs. Actual
 - Statement of Assets, Liabilities, and Net Assets
 - Statement of Revenues, Expenses, and Net Assets
- Chini Johnson-Taylor questioned where the BP & Exxon money is located. They use to be reflected on the financials. Chini remembers seeing this on the 2014 financial statements. Erhong is going to look into this and report back at the next board meeting.
- David Crippens discussed that we need to be consistent in how we present the financials and the budget. He also discussed that we need to track the money better.
- David Crippens also stated that he likes the form which shows which checks were written and to whom.
- Darlene Kuba asked how much we have received in restitution from Rhea Chung. Iris will confirm what the files say that she owed us to see where we are at this time.
- David Crippens discussed that checks will now be written twice a month unless there is an emergency basis.
- Rod Lane will work with the Finance Committee to decide whether Stanislawski & Company should be on a retainer basis or keep on the per diem basis. He will report back at the next board meeting.
- Chini Johnson-Taylor inquired when will the budget committee meet.
- Rod Lane discussed that we are going to close the HomeStreet Bank and Wells Fargo bank accounts. We need two signatures to get on these accounts in person and then we can close the account. Chini Johnson-Taylor stated that she knows the VP of HomeStreet Bank and will help to expedite this process. Chini and Darlene will be the two signatures.

Action Taken: Darlene Kuba made a motion that we move to close the HomeStreet Bank And Wells Fargo bank accounts. And that she and Chini Johnson Taylor to be the signatures on the account. John McDowell seconded the motion.



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The motion was so moved.

A motion is made by Robert Farrell and seconded by Rod Lane to accept the financial statements.

- John McDowell introduced his guest James Lloyd from Alliance Bernstein to make a presentation to the board regarding the investments for the Foundation.
- James Lloyd gave a handout to the board and then gave a general overview.
 - How to approach risk vs. reward
 - He discussed inflation and interest rates
 - If fundraising money were to dry up, we need our investment money to work for the foundation.
 - He went through how the Foundation money is now being handled by Union Bank.
 - He discussed the fee structure from Union Bank and how much we are currently paying in fees. He discussed how Union Bank has to outsource which causes additional fees. Bernstein doesn't need to outsource. They handle it from their office.
- David Crippens discussed the goal of the Foundation in four years is \$1,000,000.00.
- Rod Lane suggested that we also look at other investment organizations. Rod also suggested that a committee be formed just to look into the investments of the Foundation.
- David Crippens stated that we need to come up with a policy.
- John McDowell stated that we need to talk this through very seriously.

Action Taken: Rod Lane made a motion to set up a separate investment committee. Darlene Kuba seconded the motion. The motion was approved. The committee will consist of Darlene Kuba, David Crippens, George Perez, and John McDowell.

Item VII: Committee Reports

Key Consideration

- Scholarship Committee
 - Chini Johnson-Taylor reported the nursing department scholarships and disbursing of the \$17,500 in funds that was worked on with the department chair. The Foundation gave 17 \$1,000 scholarships at a ceremony held at Mariposa Hall followed by a nice reception.
 - Chini Johnson-Taylor reported that the students were asked to write an essay and include how they planned to use the money. 19 students applied and 17 received scholarships.
 - 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.



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- Chini Johnson-Taylor discussed that Skills USA was asking for \$73,702. She had all the backup that was required for funding, along with a disbursement schedule.
- Carole Anderson made a proposal to the board for Tools of the Trades. They are looking to fund each discipline awards. They are increasing the 1st place award to \$2,000 and the subsequent awards \$1,000. The estimated maximum total for Tools of the Trade at this point is \$102,000.
- David Crippens mentioned that Tools of the Trade is a \$24,000 increase over last year.
- Chini Johnson-Taylor discussed that since we are saving money at this time on salaries that we could fund Tools of the Trade in total.
- John McDowell questioned that the awards to each department be more proportional to the size of their program.
- Dinner Task Force
 - Chini Johnson-Taylor discussed ICAP Specialty Events multi-year contract for the years 2017 and 2018.
 - Chini-Johnson Taylor also discussed the interim contract for ICAP Specialty Events to be a consultant to the Foundation for \$50.00 an hour.
 - Chini Johnson-Taylor also discussed the \$23,000 from the Chang Family that was for the nursing program. She also stated about the \$500.00 from the Casey Family for the Culinary Department.
 - Chini-Johnson-Taylor also discussed the \$20,000 that was funded since the last board meeting for the Chem Tech Program.
- Chini-Johnson-Taylor announced that the date of the 2017 dinner is Thursday October 26th on the campus of the college.
- Chini Johnson-Taylor discussed that the committee would like to host a Friend Raiser on the campus of the college. This will be an evening event with a reception and valet parking. It is a good chance for the Foundation to invite all the foundations and sponsors and some previous honorees just to say thank you.
 - We will ask Lillian to get a date on President Frank's calendar for late May or early June 2017.
- Darlene Kuba & Chini Johnson-Taylor will be co-chairs of the 2017 Student Benefit Dinner.
- Chini Johnson-Taylor then discussed a list of potential honorees: Tom Walton, Walton Construction, former alumni of LATTC; Dr. Denise Fairchild, the President of Emerald Cities; Ernest Moreno, President of the Board of Trustees of the LATTC Community College District; Steve Ballmer, Ballmer Philanthropy Group, Marcela Oliva; Architecture Faculty; Caroline Flowers, exec at AECOM.

Action Taken: A motion is made by Chini Johnson-Taylor and seconded by Darlene Kuba to provide to fund Skills USA for the total amount of \$73,702. The motion was approved.

A motion was made by Darlene Kuba and seconded by John McDowell to approved ICAP Specialty Events contract. The motion was passed.

A motion was made by Darlene Kuba and seconded by John McDowell. to approve the



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ICAP agreement to be consultant to the foundation for \$50.00

Item VII: President's Report

Key Consideration

- President Frank gave a handout for the Slate Z Promise Zone. He discussed the Lucas Museum of Narrative Art that George Lucas will be built in Exposition Park in Los Angeles. This will mean a lot for the college.
- President Frank discussed the \$1Billion Dollars coming into South Los Angeles.
- LATTC is responsible for bringing everyone together.
- The Foundations are stepping up for this.
- It was discussed that LATTC is now being viewed as a Community College.
- John McDowell stated that Slate Z has helped LATTC to be viewed as a Community College which will bring in jobs for the students.
- David Crippens stated the role of the Foundation will be increasing.

Action Taken: No action required.

Meeting Adjourned: David Crippens adjourned the meeting at 1:40 p.m.