Committee: FOUNDATION BOARD OF DIRECTORS

Date: February 15, 2018

Time: 12:00 NOON

Location: President’s Conference Room

Present:

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| D. Crippens  R. Farrell  L, Frank  C. Hannan  B. Tseng  Staff: Iris Caplan  Guest: Erhong Lind, Christopher Pham, Stephen Bastardi of Frazier LLP | J. McDowell  D. Campos  E. Pulation  G. Perez  C.Hannan | | V. Reyes  S. Lamar  Ex-Officio:  Mary Gallagher |
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**Meeting Convened:** The Foundation Board meeting was called to order at 12:05 p.m. by Cchairperson David Crippens as there was a quorum with Chris Hannon on phone.

**Approval of Minutes**: Bob Farrell made a motion to pass the minutes from January 18, 2018 board meeting and John McDowell seconded the motion. The minutes from meeting January 18, 2018 meeting were approved.

**No Public Comment**

**Chairs Report** – David Crippens will give his report at the end of the meeting.

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| **Item V. – December Financials**  David discussed this is a draft budget from our accounting firm as they only just started February 1, 2018. David discussed that he is giving this financial report, but John McDowell will be voted in as Treasurer and will give future reports. David’s report will show the time that has been spent where all the money for the Foundation is, comes from, and where it is spent. Steve Bastardi that they are now all set up and ready to move forward to working on a budget for the foundation and to finalize new formats for the presentation of the foundation financial reporting forms. Questions arose as to why the December financials were in draft form. David explained that Frazier did these financials based on information from our previous accounting firm. Stephen Bastardi also explained the reason for the draft wording was changes in the standards in wording. This is essentially an internal use financial statement. It essentially means they have taken information in and provided reports, but they are not going in and auditing anything.  **Action Taken: Larry Frank made a motion to accept the draft December financials with the final to come shortly. Bob Farrell seconded the motion. The motion was accepted and passed.**    **Item VII: Accounting Firm Frazer, LLP**  Stephen Bastardi gave a little history of Frazier. They are a full-service firm with considerable expertise in the non-profit area. Christopher Pham explained that he had started with the Foundation right after Rhea Chung and then left Stanislawski about three years ago. David discussed the new budget format that he, Iris, and John have spent so much time on in the last several months, i.e. restricted and non-restricted. We are doing a lot of documentation as to what we are doing.  **Item VI. – Committee Reports**  **Website**  David discussed about how the foundation will be redoing the website. It is the first thing looked at these days. Must have all the correct information that funders or anyone can access immediately**.** David asked if anyone had a suggestion for people to do the new website Steve Lamar asked whether the school has programs to do the website. Larry mentioned we have a webmaster and students who could handle this. Steve and the board felt it would be better to use students. Also, a suggestion as to make this a competition. The winner could possibly get a $1,000. David Crippens will be working on this and talking to David Ysais soon. Joe Guerra oversees the department that could work with us on this project.  **Student Benefit Dinner**  David explained that we have already started on the 2018 student benefit dinner. We have had two meetings so far and our goal is to have the honorees by end of March. We are going into one of the most competitive years for non-profit which means starting early and picking the right honorees. Avid asked for any suggestions of names for honorees. He also discussed how the evening will become even more impactful, so everyone walks away understanding Trade Tech and its programs. Goal is to raise more money in highly competitive environment. David wants to really focus on how we present the college.  **Officers**  David discussed how John will be our Treasurer and, we will put Chris Hannan as Vice Chair. Chris is with the LA/Orange Counties Building Trades. He and John McDowell will both be signatures for check signing. These appointments will be until June 30, 2018 when we will have formal nominations.  The Foundation is still working towards full transparency.  **Action Taken: Bob Farrell made a motion to make John McDowell Treasurer and Chris Hannan Vice Chair. George Perez seconded the motion. The motion was accepted and passed.**      Item III – Chair’s Report  David then went through his Power point which had been sent to the board which is “Our Now Future” and our moving into a new era. David explained his commitment to the college and its students. He then discussed the mission of the foundation which was established in 1983 but was dormant for a few years. He feels Trade Tech is so well positioned at this point. He went into the College itself with 12,252 students and now has 9 pathways meta-major with 97 programs. 57% males and 43% female, 58% Latino and 18% African-American with 60% Low income. Up to one-third in some form are homelessness. David feels in the next five years the entire population will come from downtown.  Giving of the foundation in 2017 nearly $300,00 was to support 300 students – 85% of funds directed to two programs Skills USA and Tools of the Trades. Board Plan – Two years ago, board committed to double giving by 2020. We have conducted thorough review of foundation’s policies, practices and operations. We have also reviewed everything with college. Thoroughly mesh with campus. We will be making a deeper commitment to students by examining and exploring foundation giving and patterns.  David also explained how funders are questioning the use of their money and where it is spent. They are constantly asking how their money is making an impact on the students. David gave the example of the Fertig Foundation where this is written into the contract. David is looking the this as a model of how we work closer with the college. We need to focus more on telling our story and how we impact the students.  We are going to set up a task force to really look at how we are spending the money and what impact is it having on the students. The Foundation must look at what we are doing. We also need to make sure we are giving to all nine pathways so that we don’t look like we have favoritism Messaging is becoming extremely important. Other component is for board members to open doors. We must be active proponent to the college and the foundation. David again thanked Darlene Kuba and the previous board members who have helped the foundation to get to this point. Denise Campos thanked David for his leadership and pointed out how important leadership and guidance is going to mean as we go forward.  **VIII- President’s Report**  Good News. Thanks to our former board member Chini-Johnson Taylor who hooked us up to Earl Gales, Jr. The connection we are in the bid for the training partner for the robot train that will connect Trade Tech and it’s parking lots to the airport. A great project. This year almost 500 students in construction are in apprenticeship programs. Enrollment continues to be a big question. We are vulnerable to the fact that in good economy students are working and during a recession they come back to school. In 2017 the college lost 5% of its student population and this year in 2018 the college is on target to lose 6%. That now means the college must go out and work harder in marketing the college. The college is now working with high schools to move the pathways into the middle schools to prepare them to come to Trade Tech. The programs at the high schools to prepare students to come to Trade Tech are now gone and now the college is that those pathways to the college. The college is now teaching in 150 classrooms. We are the only college that teaches content in Spanish. The college is looking to really promote this with such a high Latino population. The changing demographics to the college are very challenging especially in these times of declining enrollment in terms of hiring.  David announced the one-half billion dollars of construction at the college in the next few years. David also announced that we will be a contributor to the Labor Center Dinner on March 22nd. This money will go for scholarships.  George Perez suggested the chair of his department Jess Guerra as an honoree for the 2018 Student Benefit Dinner. |
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The meeting was adjourned at 1:15 pm by David Crippens, Board Chair.