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Committee: EXECUTIVE COMMITTEE

Date: March 28, 2016

Time: 10:00 am

Location: Conference Call

Present:

- D. Crippens
- C. Johnson-Taylor
- D. Kuba
- R. Lane

Staff:

- A. Arnold, Executive Director
- C. Du, Assistant

Guests: None.

Meeting Convened: The Foundation Executive Committee meeting was called to order at 10:01 a.m. by Chairperson David Crippens.

Public Comment: No public comment.

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Item II: Ratify Scholarship Recommendations

Key Consideration

- David Crippens opens up the meeting and asks if there is any discussion.
- Chini Johnson-Taylor asks if the total scholarship amount is available.
- Abby Arnold states that the total amount is \$97,850.
- Rod Lane enters the call.
- David Crippens states that the amount was sent out in two places and asks if there are any other questions.
- Chini Johnson-Taylor ask if the Manny Morales scholarship was awarded.
- Abby Arnold states that there were no qualified students and that she will work with David Ysais and Michael Hopper to change the qualifications.
- Chini Johnson-Taylor asks for an update on the Edison funds for books.
- Abby Arnold states that she has spoken to Renee Madyun and is waiting for an invoice.
- Abby Arnold states that the last from Renee on March 21st said an invoice was on the way.
- Chini Johnson-Taylor states that she would like to be copied to email correspondence



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regarding scholarships as the Scholarship chair so that she doesn't have to ask all these questions.

- Abby Arnold says certainly.
- Chini Johnson-Taylor asks if the veteran's funds that were supposed to go out for culinary vouchers went out yet because she only saw the check for bus tokens.
- Abby Arnold states that she believes the funds have gone out but will direct the question towards Christine Du.
- Christine Du states that she brought the other veteran's funds to Kookie Murray during the previous check batch.
- Chini Johnson-Taylor states that there should be forensic accounting done to locate all scholarships.
- David Crippens states that the annotated budget will do that both from scholarship and investment standpoints.
- David Crippens states that the annotated budget will be made a brought back to the board.
- Darlene Kuba states that for the Early Childhood Education Instructional Program lending library, a check needs to be made out to "LATT C Bookstore" in the amount of \$5000.
- Darlene Kuba states that the \$5000 are the Simms Mann funds.
- Abby Arnold states that she asked the department to send an invoice and is waiting for the paper backup.
- David Crippens states that the invoice as a paper backup for checks is needed.
- Abby Arnold states that the auditor required the invoice backup.
- Darlene Kuba states that she wants to make sure the funds are taken care of as soon as possible and that she would like to be copied to any correspondence regarding the funds.
- Chini Johnson-Taylor asks how the scholarships are being publicized.
- David Crippens states that it can be done through President Laurence Frank's weekly email, David Ysais' s emails.
- David Crippens states that public relations will be brought to a board meeting.
- Abby Arnold states that she will put something on the foundation's website to publicize the scholarships.
- Chini Johnson-Taylor states that a list of foundation contributions were posted in the President's hallway on cardstock before and asks if that can be done again so that people know of the work that the Foundation is doing.
- David Crippens states that we will ask the President.
- David Crippens asks if anyone has any more discussion.
- David Crippens asks if everyone saw the Letter from President Laurence Frank this morning.
- Chini Johnson-Taylor asks if an email can be sent out to the scholarship committee to determine the next meeting date.
- Chini Johnson-Taylor states that she thinks David Crippens should be at the scholarship committee meeting.

Action Taken: A motion is made by Darlene Kuba and seconded by Chini Johnson-Taylor to accept the scholarship list.



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Meeting Adjourned: Chairman David Crippens adjourned the meeting at 10:13 a.m.