



MINUTES

Committee: EXECUTIVE COMMITTEE

Date: July 14, 2016

Time: 12:00 NOON

Location: ST 541 Juniper Hall

Present:

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

Staff:

- C. Du, Assistant

Meeting Convened: The executive committee meeting was called to order at 11:06 p.m. by David Crippens.

Public Comment: No public comment.

ITEMS

Item III: Committee Reports

Key Consideration

- Scholarship Committee
 - Chini Johnson-Taylor met with VP Leticia Barajas along with Darlene Kuba and David Crippens to review and get input on restricted and unrestricted funds documentation forms.
 - Chini Johnson Taylor states that Leticia Barajas stated that she will be the lead contact person at LATTTC.
 - David Crippens gives kudos to Darlene Kuba and Chini Johnson-Taylor for the meeting.
 - Chini Johnson-Taylor states that the committee recommends that scholarship recipients of \$500 and over be given foundation notecards to write a note to the funder.
- Dinner Task Force
 - Darlene Kuba states that the task Force decided on Earl Gales Jr. as an honoree.
 - Chini Johnson-Taylor provides background on the honoree.
- Audit and Finance Committee
 - Rod Lane states that there is no update.



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- Other updates:
 - David Crippens announces that \$15,000 in Thomson Foundation funds, which can be put toward Skills USA or Tools for the Trades, arrived as a result of a proposal Abby Arnold submitted before her departure.
 - The October board meeting is scheduled to the Thursday before the annual dinner.
 - Chini Johnson-Taylor brings up two things she discovered while signing checks:
 - One check will not be signed pending further discussion.
 - The foundation should get a credit card so employees do not incur large expenses out of pocket for pending reimbursement.
 - The committee discusses ideas for who will be taking on the annual report.
 - David Crippens states that he is meeting with Mary Gallagher the following week to talk about student workers for the alumni project.
 - Chini Johnson-Taylor asks about the website changes.

Action Taken: The following actions are taken:

- **A motion is made by Darlene Kuba and seconded by Chini Johnson-Taylor to approve the Scholarship Committee minutes July 6, 2016.**
- **A motion is made by Chini Johnson-Taylor and seconded by Darlene Kuba to approve the Dinner Task Force minutes July 8, 2016.**

Item V: Committee Reports

Key Consideration

- The committee discusses the agenda items for the board meeting the following Thursday.

Action Taken:

- **The following agenda is decided on for the board meeting the following week:**
 - **Open**
 - **Public Comment**
 - **Minutes**
 - **Financial**
 - **Committee Reports**
 - **Chair's report**
 - **Annual Dinner**
 - **Adjournment**

Meeting Adjourned: David Crippens adjourned the meeting at 1:03 p.m.