



Date: Thursday, September 15, 2022

Time: 12:30 PM

Location: Dial In Conference Call/ Zoom Phone Meeting

**Present:**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> B. Tseng    | <input checked="" type="checkbox"/> P. Chavez | <input checked="" type="checkbox"/> K. Burke |
| <input type="checkbox"/> V. Reyes               | <input type="checkbox"/> H. Nadel             | Guests: None                                 |
| <input checked="" type="checkbox"/> J. McDowell | <input type="checkbox"/> M. Diaz              |  |

**I. Meeting Convened:** Call to order: 12:30 PM by Co-Chair Bonnie Tseng. The board agreed to meet remotely or hybrid formats as appropriate, including this meeting.

- a. Director C. Lima provided written resignation effective September 15, 2022.
- b. Directors present welcomed new LATTC President, K. Burke to the Foundation board.

**II. Public Comment**

**III. Old Business**

- a. Accept March Meeting Minutes **Motion (Tseng)/Second (McDowell)/Passed**

**IV. New Business**

- a. Master Agreement with LACCD: Approve signing 2023 Agreement (identical to 2022) **Motion (McDowell)/Second (Chavez)/Passed**

**Financials**

- a. Accept 2021-2022 Fiscal Year Financials **Motion (Tseng)/Second (McDowell)/Passed**
- b. Accept updating budgets and funds for 2022-23 Fiscal Year **Motion (McDowell)/Second (Chavez)/Passed**

**Accounting Updates**

- a. Fiscal Year July 2020-June 2021 Audited Financials and Taxes completed by Accountant Susie Caron
- b. Frazer Accounting Firm (day to day accounting) recommends the Foundation modernize the old accounting system (2012) and migrate to current industry standard system by January 2023.

**Fundraising, Grants, Scholarships**

- a. Grants:
  - i. New Funding: Fred Segal, Culinary, Swipe Out Hunger
  - ii. Increased Return Funding: Thomson Foundation – from \$15K to now \$25K
  - iii. Returning Funding Requests: CIT (Citizens), Edison, Annenberg (Fashion)
- b. Fundraising Events:
  - i. Reconnect with and recognize new and existing supporters, trade unions
  - ii. 1-2 events, small or larger (Fall and Spring) at the Culinary Arts Building

- iii. Goal: raise \$120K+ in unrestricted (net)
- iv. Fundraising events support Foundation Operations and Programs (Tools of the Trade, SkillsUSA, Scholarships)
  - a. McDowell discussed the historical importance of Tools of the Trade and has begun to engage faculty and former faculty such as Carol Anderson in the efforts to form a leadership committee to organize.
  - b. Tseng suggested leveraging Tools of the Trade as a highly visible opportunity to seek in-kind corporate sponsors such as Home Depot or Lowes to create new opportunities for larger partnerships.
- v. The Board was asked to help promote the Foundation, fundraising, and events by introducing their connections, securing new/existing sponsors, and follow up with relationship building efforts to grow opportunities for the Foundation.

**Motion (Tseng)/Second (Chavez)/Passed**

- vi. The group discussed engaging a fundraising/event professional to help, and agreed to table until more board members can weigh in.

**V. Skills USA/Competitions**

- a. 4 students (1 Plumbing, 3 Culinary) and their faculty advisors made it to SkillsUSA National Competitions in Atlanta. One student won Silver in Culinary Arts.
- b. Cost approximately \$27,000 with the greatest expenses from participating in the national competition hotel and airfare.

**VI. Future Meetings**

- a. 3<sup>rd</sup> Thursday 12:30P. If no activity/business, meeting will defer to Executive Committee meeting.

**VII. Adjournment 1:20 PM Motion (Chavez)/Second (Tseng)**