



Date: Thursday, April 9, 2020

Time: 12 noon

Location: Dial In Conference Call

Present:

☒ D. Crippens

☒ R. Farrell

☒ B. Tseng

☐ C. Hannan

Staff: Iris Caplan

☒ J. McDowell

☒ D. Campos

☒ H. Nadel

☒ G. Pérez

☒ P. Chavez

☒ V. Reyes

☒ Claudia Lima

☒ Dr. Katrina VandeWoude

**I. Meeting Convened:** The Foundation Board meeting was called to order 12:01 pm. by Chairperson David Crippens as there was a quorum.

**II. Public Comment –** No Public Comment

### **Item III. March Minutes**

David called for questions. There were no questions.

**Action Taken: John McDowell made a motion to accept the February minutes. George Perez seconded the motion. David asked for discussion. The motion was accepted and passed with amendments to March minutes.**

### **Item V. March Financials**

David called for questions on financials. Bonnie Tseng discussed the corrected check for Susan Pollack because it was determined by the documentation that David provided on February 28<sup>th</sup> that she was in violation of statements she made regarding her work. Susan submitted invoices for \$817.73 for all months after July. Bonnie articulated that the foundation's primary consultant, Susan Pollack, contract final check was recently sent. She also expressed that the consultant did not meet the objectives of her contract in terms of overall fundraising, the February retreat, and that the Blueprint for Sustainability report was unsatisfactory. Additionally, the final check to Ms. Pollack was adjusted to reflect the amount we were overbilled for her health care. Any additional work from Ms. Pollack will be done on a pro bono basis. Denise thanked Bonnie for her work on Susan Pollack. Denise question Sempra on Financials. Iris explained that this goes with the Osher pass through money which comes in from the district twice a year. John questioned California Workmen's grant money. This came in for Larry and is targeted for scholarships and students.

**Action Taken: Denise Campos made a motion to accept the Dec.-Jan.-Feb. Financials. John McDowell seconded the motion. David asked for discussion. The motion was accepted and passed.**

### **IV.- Committee Reports**

#### **Scholarship/Fundraising –**

Bonnie mentioned that the committee has been meeting. Iris stated that we are finalizing the honorees and we are moving forward. Victor said we will be moving forward hopefully in May. The date is Wednesday October 21<sup>st</sup>.

**Governance/Bylaws –** John McDowell reported no work on bylaws as yet but the committee is meeting to work on the mission statement.

**Nominations** – Bonnie said the nominations will be presented in May meeting. Bonnie also wanted to add John McDowell to governance/bylaws committee.

## **IX. New Business**

### **Emergency Student Funding – COVID 19**

David stated that Dr. Vanderwoude sent a report stating three levels of giving to the students of LATTC for Chromebooks and emergency good cards. Bonnie proposed that we give \$50,000 to address for the most students that we can. According the information it would help 333 students to attend online classes as well as the food cards. Her Nadel questioned that since we have \$1,000,000 in our investment account and \$400,000 in cash, shouldn't the board give \$100,000. Everyone agreed that we should start with 50k and we can evaluate the ongoing situation. We should take one step at a time. We may find other additional needs for the students.

Dr. VanderWoude commented that the immediate needs are the computers are 1200 students on the LATTC campus. John commented that come summer and fall LATTC will have new students who will have needs.

**Action Taken: Bonnie Tseng made a motion for the foundation to give \$50,000 for the purchase of chrome books and gift cards to benefit 333 LATTC students. Denise Campos seconded the motion. David asked for discussion. The motion was accepted and passed.**

Discussion then came about where the check would be going. Dr. VanderWoude said that the check had to go to the LACCD Foundation as they have the capabilities to handle the distribution and cards. The foundation will get credit for this. Dr. VanderWoude assured the board that the students will know the money came from the LATTC Foundation.

John McDowell questioned why the check couldn't be written to the college and then endorsed over to the foundation. We have always done this. Dr. VanderWoude would check on this. John also mentioned that among the donors to the foundation, they would prefer the check be written to the college. This makes the transaction much more transparent.

Dr. VanderWoude assured the board that the district is now able to get out to 3000 students a week now. The district has the system completely in place. Iris questioned that we also would need a list of the students who received the chrome books and gift cards.

She mentioned that the students must apply to Trade Tech. John questioned how she can assure the students are all reached out to. George Perez noted that none of his students knew anything about applying to for these items.

Bonnie mentioned that we should be writing the check to the college and they then endorse the check over. It appears to be too much intermingling of funds with the district. Victor felt we need reassurance that we have a list of the 333 students. Documentation is very important.

Dr. VanderWoude was not able to answer these questions. She also felt that it would be hard to get this information to the district at this time. She felt we just need to move forward and trust her.

John stated that we sent an email over two weeks ago to the President regarding this matter and he is very concerned that now the President is rushing us on this. Iris clarified that John's question was valid as to why the rush now.

We will wait to hear from the President regarding where the check will be written and the names of the students. We still don't have the process as to how the students are selected.

It was decided that Iris will work with Dr. VanderWoude and will work with David and Victor as the Executive Committee. The concern is that our money goes to the LATTC students.

Bonnie felt that the foundation for transparency and future fundraising, that we have all the proper documentation. Victor reminded the board that we have an obligation to our funders that the money goes where it was stated to go. Our funding needs to be going straight to the students in order for us to keep our relationships with funders communicated directly.

Denise questioned that we get a press release which Bonnie suggested that Ginger do a Press Release and now a newsletter with a link to our website.

David mentioned that we do need to do this properly. This will be the largest donation of all of the other 8 community colleges.

David would like to have our investment group talk to us at a board meeting in the near future. George Perez would like to be on the finance committee.

Victor announced that he, Bonnie, and Iris were still working on the Tools Program. We decided that the amount will be \$80,000 at this time. Iris announced that Dimitrios is confirming on the Spring scholarships. The foundation will be giving out around 78k, along with the Osher scholarships.

The meeting was adjourned at 12:50 pm.