



Date: Thursday, November 16, 2023

Time: 12:30 PM

Location: In person with Dial In Conference Call/ Zoom Phone Meeting

Present:

☐ H. Nadel

Guest(s): none

☒ B. Tseng in person

☒ A. Navarro in person

☒ V. Reyes in person

☒ C. Anderson

☒ P. Chavez

☐ A. McQuarters

I. Meeting Convened: 12:35P

II. Public Comment: No comments.

III. Old Business: Accept September Meeting Minutes **Motion (Navarro)/Second (Reyes)/Passed**

IV. New Business:

Administrative

- a. The existing accounting firm has not responded to requests to provide services after prior accountant left the firm. A proposal for a new accounting firm was discussed. All members present recommended negotiating a less expensive retainer because the amount and complexity of regular work is greatly reduced.

Accounting & Financial

- a. Accept 2023 payables and statements provided as financial update in absence of services from current accounting firm **Motion (Anderson)/Second (Chavez)/Passed**

Scholarships, Fundraising, Grants, Pathways

- a. **Scholarships:** The Financial Aid/Scholarship leadership has not provided updates on Fall Scholarships. The online application has not been updated for students to apply. It was discussed that the Foundation will contact the President to determine next steps.

V. Foundation Programs:

- a. **Skills USA 2023-24:** Registrations for Culinary 9 Students, 5 Instructors. Plumbing: 1 Instructor.
- b. **Tools of the Trade** – On hold until faculty can begin to participate in a leadership committee with Foundation.

VI. Next Meeting: One time change to Thursday, December 14 because of holiday season.

VII. Adjournment: 1:01P Motion (Reyes)/Second (Tseng)/Passed