Los Angeles Mission College Foundation

Thursday, September 8, 2011
Campus Center Room 4
Los Angeles Mission College
9:05 a.m.
Minutes of the Regular Meeting

PRESENT
Alvarez, Albert - Vice Chair / Treasurer
Le Blanc, Aleea - Secretary
Perez, Monte E. - College President
Campos, Daniel - ASO President
Don Neal
Rick Pocrass

ABSENT
Jose Oliva – Chair
Art Gastelum
Vitti, Joe

GUESTS
Rolf Schleicher – Business Office
John Morales – Chicano Studies Department
Jose Vasconsuelos - Chicano Studies Department
Jose Maldonado - Chicano Studies Department

WELCOME. Los Angeles Mission College Foundation Treasurer and Vice-Chair Albert Alvarez opened the meeting at 9:05 a.m.

GUESTS ADDRESSING THE BOARD. Upon motion by Aleea LeBlanc, seconded by Rick Pocrass, the Foundation amends the September 8, 2011 Agenda and authorizes Mr. John Morales, Jose Vasconsuelos and Jose Maldonado from The Chicano Studies Department to address the Board at September 8, 2011 Board of Directors Meeting.

Upon motion by Aleea LeBlanc, seconded by Rick Pocrass, the Foundation authorizes a $500.00 donation to the Chicano Studies Department to fund the Fall Semester student activities.

Mr. Morales speaks about:

- Proposal Package for what the Chicano Studies Department is planning on doing.
- Chicano Studies Department thanks the Foundation for the $1,000 donation for the inaugural week last year. Report with a breakdown on how funds were used will be presented as soon as it is finished.
- One of the Chicano Studies Department’s biggest struggles is finding ways to engage students into organizing events.
- The Department’s funds are very limited, around $300-$400 per year, which makes things very difficult because just to use facilities they are charged around $1,000.

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The Chicano Studies Department representatives have put together a budget of around $6,400 for 3 or 4 events during this coming Fall Semester; the first one is scheduled for next week, which is why they are looking for help today. There are various events in the works, with speakers, movies, drama club performances, etc., and different activities for student clubs to be able to exercise their creativity.

Representatives from the Chicano Studies Department bring their brochure. There are some corrections to be made because the quality is not satisfactory due to low budget for its making and printing.

Mr. Alvarez explains there is a shortage of funds on the unrestricted accounts, so the Foundation can’t donate $1,000.00 as it did last year. However, he proposes to give the Chicano Studies Department $500.00 now and after the Foundation receives some donations from the Poker Smoker event coming up at the end of September; see if another $500.00 can be donated next month.

Don Neal proposes to include the representatives of the Chicano Studies Department in the meetings for planning the 2012 Olive Festival so the Department can be one the beneficiaries of the profits obtained from it.

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 11, 2011.**

*Upon motion by Rick Pocrass, seconded by Art Gastelum, the Foundation approved the minutes of the August 11, 2011 meeting.*

**APPROVE TO TRANSFER $655.00 FROM THE PRESIDENTS CIRCLE ACCOUNT TO THE VALLES ENDOWMENT ACCOUNT.** *Upon motion by Rick Pocrass, seconded by Joe Vitti, the Foundation approved this item.*

President Valles requested that the donation collected in memory of her late husband be deposited in the Valles’ endowment; however the funds were erroneously deposited into the President’s Circle account. Since the Foundation manages this account, voting by the Board is requested to approve the transfer of funds.

**APPROVAL OF CHECKS TO BE ISSUED FROM THE AB540 ACCOUNT FOR THE FOLLOWING SCHOLARSHIP RECIPIENTS: A. AZUCENA MEDINA $166.00, B. ULISES MORALES $166.00, C. CLAUDIO FLORES $500.00, D. FLOR OLAGUE $166.00.** *Upon motion by Daniel Campos, seconded by Alea LeBlanc, the Foundation approved the checks to be issued to the scholarships recipients.*

**APPROVAL TO ISSUE A $50.00 CHECK PAYABLE TO THE ATTORNEY GENERAL’S REGISTRY OF CHARITABLE TRUSTS IN ORDER TO REGISTER LAMC FOUNDATION ON THE STATE OF CALIFORNIA BOOKS.** *Upon motion by Daniel Campos, seconded by Rick Pocrass, the Foundation approved this item.*
DISCUSSION OF FUNDS TO PRINT BLUE FOLDERS WITH LAMC FOUNDATION NAME ON THEM TO BE HAND OUT AT THE DIFFERENT EVENTS WITH INFORMATION AND MARKETING MATERIAL.

The cost to print folders with the LAMC Foundation Logo on them is still indeterminate. This item is left to be discussed at the next month Board of Directors Meeting.

DISCUSSION OF THE PURCHASE OF LAPTOPS AS A WELCOME PRESENT TO THE NEW STUDENTS. Upon motion by Daniel Campos, seconded by Rick Pocrass, the Foundation decided to table this item to next month Board of Directors meeting.

LAMC Foundation donated about $8,000 in Laptops to students last year, using money from the Engineering Funds. There is around $2,000 left in this account and the Foundation members want to use the funds to donate laptops, IPads or any equipment of the sort to students for this starting semester.

COLLEGE PRESIDENT'S REPORT.

Dr. Perez discussed the following items:

- Budget. The budget was met for 2011-2012.
- Enrollment. Targets have been met in around 96%.
- Construction. The construction is moving forward satisfactorily. Hubbard property is now owned by LAMC. Bungalows across the street are planned to be ready by December and they will be built very nicely, like a Plaza.
- State Audit- Controllers Audit. College Board approved the Seven Measures to be addressed. Some of the measures are Procurement, Accountability for Expend, Controls, etc. There are things that need to be done. One of the difficult things is the selection of the Inspector General.
- Strategic Planning. Dr. Perez prepared a 9 pages paper that he will share with the Board on next month Board of Directors Meeting.
- Traffic Mitigation study to solve the issues with the traffic in and out of the College.
- Different VPs revenues goals.
- Strategic retreat meeting.
- Meeting with Art Machines Human Resources Manager, Rolfe Jones who has some interesting ideas for internships and donations for the College.
- New Career programs at the College, specifically more Technical Education; one possibility is a Machinist Program.

FOUNDATION CHAIR REPORT. Mr. Oliva was not able to attend the meeting.
**ASO PRESIDENT’S REPORT.** Mr. Campos talked about the following topics:

- Very successful welcome week with lots of different activities. Various companies like Coca-Cola, Pinkberry and Jamba Juice came as sponsors, to sold their products and donate their profits to the school. Some donations are already in progress. Total amounts will be reported on next month’s meeting.
- ASO fee and incentives by different college offices to ASO members.

**FINANCIAL REPORT.** Mr. Alvarez talked about the following accounts:

a. Unrestricted accounts:
   - Balance: Approximately $16,000.
     There is $8,000 in the temporary restricted accounts, which need to be moved to the unrestricted account. It was voted and approved but the signatures are still pending.
   - Millie Dein Scholarship account: There is a negative balance of $1,966.
     $2,500 was moved from the Millie Dein Trust account into the Millie Dien Scholarship account.

b. Restricted accounts:
   - Millie Dein: Balance: $665, 388.24
   - Notary Account: Balance is $22, 313.07
   - Valles Endowment Investment Account: Balance: $ 63, 134.75

**COMMITTEE REPORTS.**

a. Scholarship Committee
   - Mr. Alvarez is going to chair this committee. He is suggesting meeting up with the members interested in volunteering, on Monday mornings.

b. Strategic Fundraising Committee. Nothing has been done on this lately.
c. Governance Committee. It seems to be done for now.

**NEW BUSINESS.**

**OLD BUSINESS.**

a. City HRC Angel Awards Dinner on Saturday, September 24, 2011.

   To minimize costs for the Foundation, it was agreed that all the LAMC Foundation Board of Directors members, contributed with $100.00 to pay for the cost of attending this event. Monies are to be collected today after meeting is adjourned.
b. Maria Ebenhoch, LAMC Foundation Administrative Assistant employment.

Due to babysitting issues, Maria Ebenhoch might not be able to continue working the 15 to 20 hours a week she was hired for, so she will work on the Minutes, Agenda and whatever she can handle from home, until a replacement is hired. Alleea LeBlanc has 2 potential applicants and there is the possibility of hiring student workers as well.

c. Olive Festival. Don Neal speaks about this festival and how he thinks it will be a great opportunity to make money.

- This subject will be put in the agenda for October meeting.

**CORRESPONDENCE.** None

**ADJOURN.** With no other business to discuss the meeting adjourned at 10:23 a.m.

[Signature]

Ms. Maria Ebenhoch

This is to certify that these are the full and correct minutes of the Los Angeles Mission College Foundation.

[Signature]

Mr. Jose Oliva, Chair

\[ Date \]

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