Los Angeles Mission College Foundation

Thursday, January 12, 2012
Campus Center Room 4
Los Angeles Mission College
9:00 a.m.
Minutes of the Regular Meeting

PRESENT
Jose Oliva – Chair
Albert Alvarez – Vice-Chair/Treasurer
Perez, Monte E. - College President
Daniel Campos – ASO President
Don Neal
Rick Pocrass

GUESTS
Montes Darlene – PR and Marketing
Danny

ABSENT
Aleea LeBlanc – Secretary
Art Gastelum
Vitti, Joe

1. WELCOME. Los Angeles Mission College Foundation Chair Jose Oliva opened the meeting at 9:07 a.m.

2. GUESTS ADDRESSING THE BOARD. None.

3. APPROVAL OF THE MINUTES OF THE REGULAR MEETINGS OF OCTOBER 13, 2011. Upon motion by Rick Pocrass, seconded by Daniel Campos, the Foundation approved the minutes of the December 8, 2011 minutes.

4. DONATING VERIZON NETBOOKS TO VAUGHN NEXT CENTURY CHARTER SCHOOL INSTEAD OF DONATING TO LOS ANGELES MISSION COLLEGE STUDENTS: Jose Oliva started discussion explaining his frustration with the college not being able to purchase laptops on behalf of the Foundation. Verizon cannot give discount to the Foundation since the Foundation is not an educational institute. It was brought up that we just go to Amazon or Best Buy and purchase laptops there as we did the year before and award them to LAMC students. Jose Oliva explained that he would still like to purchase the netbooks from Verizon because he is trying to build a partnership with Verizon. Darlene mentioned that she had purchased the laptops through the bookstore. She said she will work with Danny and the bookstore to purchase these laptops.

5. AUTHORIZE PAYMENT TO CESAR CUEVAS FOR GRAPHIC DESIGN SERVICES FOR SPRINGFEST 2012 FOOD AND WINE FESTIVAL. There was discussion about paying the full $1,500 to Mr. Cuevas for designing the materials needed
to promote the Springfest. Dr. Perez proposed that this should be done in-house at the College. He would assign Leonard to design the save the date sheet and Sponsorship Opportunities sheet. The Springfest Committee would like to have the items done by the following week. After further discussion it was decided that Leonard will be assigned the task to complete the discussed materials. To compensate Cesar Cuevas for the work he has already it was discussed to pay him his $500 fee for “Concept Development”. Upon a motion by Rick Pocrass, seconded by Daniel Campos, the Foundation approved the motion to pay Cesar Cuevas $500 for Concept Development so long as there are no license restrictions on the concept he created for the 2012 Springfest promotional material.

6. **COLLEGE PRESIDENT’S REPORT.**

Dr. Perez discussed the following subjects:

a. Discussed budget and how he may need cut classes for 2012-2013 if additional cuts are made by the state.

b. Trying to change the climate of the college to an entrepreneurial way of doing things. This would we be a way of raising additional funds to cover shortfalls. He has seen improvement in the College’s approach to this.

c. Culinary Department – Will be having a meeting with the Culinary Department. One of the reasons why he is going to have a meeting is to encourage them to work with the foundation.

d. Farmers Market – Dr. Perez does not want keep the Farmers Market under the college. He would like to have the Foundation to lease the Farmers Market from them and then have the Foundation turn around and sub-let it to company that specializes in Farmers Market. If the Foundation decides not to run it, he may put it out to bid.

e. International Students – East LA College would like to redirect some of their international students to LAMC. He is still focused on increasing international students to increase funding at the school. International students pay higher fees to attend LAMC.

7. **FOUNDATION CHAIR REPORT.**

Mr. Oliva discussed the following subjects:

a. Image Brochure – Darlene with the help of Leonard created an image brochure for the Foundation.

b. He will be meeting with a brainstorming group and try to develop a relationship between the Valley Economic Alliance and LAMC.
c. Valley Economic Alliance Business Fair – Jose Oliva will be attending the fair on Thursday, February 23 at the Burbank Marriot. He would like the College/Foundation to attend the fair.

8. **ASO PRESIDENT’S REPORT.**

a. ASO elected a new Vice-President.
b. Fundraising – ASO are looking for sponsors for their T-shirts.
c. Welcome Week – Is looking to have a band to play at the school. They will charge entrance fee to listen to the band and music.

9. **FINANCIAL REPORT.**

Albert Alvarez discussed the following:

a. Statement of Changes in Fund Balances.
   i. The General Savings, GTE/Dist. Learning Center, Library Fund, and Scholarship fund accounts will be reviewed to see how we can use these monies for the Foundation. Hasmik in the Business Department found old minutes describing how the above referenced accounts should be used. These accounts will be discussed further at our next meeting.
   
b. Income Generated from Millie Dein and Notary Accounts.

10. **COMMITTEE REPORTS.**

a. Scholarship Committee. Albert Alvarez discussed the following:
   i. Scholarship application - The application should be ready by the end of January and posted to the College website. All students are going to apply for these scholarships through the Financial Aid office. The Financial Aid office will be receiving and processing all applications.
   
ii. Rosa Gonzales – From the foundation meeting in December, it was approved that Rosa Gonzales receive $500 from the Millie Dean Scholarship. However at the time, it was not known that she was BOG eligible. Since she is BOG we cannot pay out the scholarship from the Millie Dean account since her tuition is already covered. **Albert Alvarez made a motion, seconded by Daniel Campos, the Foundation approved the motion to pay Rosa Gonzales $500 out of General Checking account.**

b. Strategic Fundraising Committee – No Business to discuss.
c. Governance Committee. – No business to discuss
d. Oversight Committee. – It was confirmed that Don Neal would be the Foundation’s representative to attend Oversight Committee meetings.

11. **CORRESPONDENCE.** – No correspondence
12. **OLD BUSINESS.** No Old Business.

13. **NEW BUSINESS.** No new business.

14. **ADJOURN.** With no other business to discuss the meeting adjourned at 10:41 a.m.

Ms. Albert Alvarez

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

\[2/9/2012\]

Mr. Jose Oliva, Chair

Regular Meeting Minutes

January 12, 2012