Los Angeles Mission College Foundation

Thursday, February 9, 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
Art Gastelum

GUESTS
Montes Darlene – PR and Marketing
Danny Villanueva

ABSENT
Aleea LeBlanc – Secretary

1. **WELCOME.** Jose Oliva opened the meeting at 9:10 a.m.

2. **GUESTS ADDRESSING THE BOARD.** Daniel Campos introduced new Vice President of ASO, Brett Rosinski.

3. **APPROVAL OF THE MINUTES OF THE REGULAR MEETINGS OF JANUARY 12, 2012.** Upon motion by Daniel Campos, seconded by Rick Pocrass, the Foundation approved the minutes of the January 12, 2012 minutes.

4. **REIMBURSEMENT OF STATE OF CALIFORNIA STATE OF INFORMATION ANNUAL FEES (SOI) IN THE AMOUNT OF $20 TO DARLENE MONTES:** Upon motion by Rick Pocrass, seconded by Daniel Campos, the Foundation approved unanimously.

5. **AUTHORIZE PAYMENT IN THE AMOUNT OF $957 TO INKY DOODLE FOR PRINTING OF MARKETING MATERIALS FOR SPRINGFEST EVENT ON MAY 12, 2012.** Upon motion by Rick Pocrass, seconded by Daniel Campos, the Foundation approved to authorize payment in the amount of $957 to Inky Doodle.

6. **APPROVAL OF FUNDS FOR HISPANIC EDUCATION FORUM RECEPTION – FEB. 15** Art Gastelum suggested a sit down dinner rather than appetizers for guest speakers. Upon motion by Daniel Campos, seconded by Art Gastelum, the Foundation approved to authorize $500 for catering expenses for the Hispanic Education Forum on February 15.

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7. **LIANA CABRERA, ASO - CELEBRATING 7th ANNUAL WORDS FESTIVAL PRESENTATION (5 MIN.)** Liana discussed the Celebrating Words Festival’s (largest community-based event in the Northeast San Fernando Valley) mission to promote arts, performing arts, music, culture, and literacy in the community. Liana exceeded the allotted time of the presentation by 12 minutes. *The Foundation agreed for this item to move to the Agenda of the next meeting.*

8. **SPRINGFEST 2012**

a. Consider designation of funds for misc. expenses including Springfest Breakfast (inviting donors as a thank-you gesture, as well as inviting potential sponsors)
   i. Budget needs to be decided for Springfest
   ii. Board needs to reach out to their contacts to collect auction items
b. Apply for Liquor License
   i. Darlene Montes agreed to do research for Liquor License paperwork
   ii. Rick Pocrass agreed to get liquor license

9. **COLLEGE PRESIDENT’S REPORT**

a. Dr. Perez will work with Darlene in reaching out to faculty and staff for support and participation in Springfest with auction items, raffle. etc. to help make the event successful.

b. Fred Tovar from Stanford University February 27 to do recruitment of Mission students for Physician Assistant Program.

c. Jose’s contact from U.S Department of State, David Matthew Rodriquez, (LAMC Alumni) will conduct a speaking engagement for Mission students and the community on March 14.

d. Dr. Perez would like to work with Jose Oliva to interview Mr. Rodriguez and include clips of his lecture in a video to present alumni achievements to the Board in April.

e. Budget continues to be precarious. Hoping for Government’s tax increase. There will be a possible $3 million deduction in next year’s budget. ($6 million deduction in the matter of the past few years)

f. Danny, VP of Administrative Services. Program review, cut out programs that have low enrollment, done a number of items with the discretionary part of the budget which is about 8% of budget; 91% of budget is for salaries. Considering reorganization of the college and streamlining.

10. **FOUNDATION CHAIR REPORT**

a. Add hours to Natalie Terceman’s position as Communications Coordinator for the Foundation: *Upon motion by Rick Pocrass, seconded by Art Gastelum, the Foundation approved unanimously to authorize up to 25 hours a week for Natalie Terceman’s position as Communications Coordinator for the Foundation.*

b. Hiring Student Interns- move to next Agenda.

11. **ASO’S PRESIDENT REPORT**

a. Update on Welcome Week. So far, 150 members have paid the ASO $7 fee.

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b. ASO is organizing a trip to Washington, Sacramento, and Ontario. Budget of $400 is now down to $90.

12. **FINANCIAL REPORT.** No old business.
   b. Will work with Danny to improve our financials.

13. **COMMITTEE REPORTS.** No new business.
   a. Strategic Fundraising Committee – No business to discuss.
   b. Governance Committee. – No business to discuss.
   c. Oversight Committee. – No business to discuss.
   d. Scholarship Applications are up for students to begin applying.
   e. Rosa Gonzalez’s Scholarship - Exclude Rosa Gonzalez from the 2010-2011 Millie Dean Scholarship as an awardee and supplement her with a $500 check from the Foundation’s General Checking Account designated for general school expenses. *Upon motion by Albert Alvarez, seconded by Rick Pocras, the Foundation approved unanimously to authorize $500 from Foundation’s General Account for Rosa Gonzalez to use for general school expenses.*

14. **CORRESPONDENCE.**
15. **OLD BUSINESS.**
16. **NEW BUSINESS.** Darlene Montes explained Dr. Eloise Cantrell’s donation of $10,000 for naming opportunity in Faculty & Staff Dining Room. She contacted Mildred Billigan in Financial Aid Office to award scholarships and Darlene suggested establishing an endowment. Jose signed the contract that he did not agree in signing, because it was donated to the Foundation for naming opportunities, and the Foundation was never in the communications factor and so Jose disagrees with the matter that this was approached. We need a written agreement from Dr. Cantrell in regards to the restrictions of her donation. Move to next meeting to discuss how to go about this.

17. **ADJOURN.** With no other business to discuss the meeting adjourned at 10:39 a.m

\[Signature\]

Natalie Terceman, Communications Coordinator

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

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