Minutes of Regular Meeting
Thursday, February 14, 2013

PRESENT
Albert Alvarez
Alecia LeBlanc
Rick Pocrass
Don Neal
Jose Castillo
Dr. Monte Perez

ABSENT
Michael Cortez, ASO
Art Gastelum
Carlos Sandoval

GUESTS
Elizabeth Rubio
Darlene Montes
Louis Zandalasini
Sam Cordova
Michael Griggs

I – Call to Order at 9:02 AM.

II – Session for Public Comment

Sam Cordova addresses the lack of a petty cash fund for the LAMC President and seeks LAMC Foundation’s support for his proposal to convert LAMC to a four-year university. He presents the idea that LAMC could be converted to a “satellite university” by using modern technology to allow professors to teach more students.

III – Old Business

- Approve Minutes of Regular Meeting of January 10, 2013.
  Rick Pocrass motions to approve the Minutes, Alecia LeBlanc seconds and there is no discussion. Motion is passed.
- Approve Minutes of Special Meeting of January 21, 2013.
  Rick Pocrass motions to approve the Minutes, Alecia LeBlanc seconds and there is no discussion. Don Neal abstains. Motion is passed.
- Discuss Revision of Foundation by-laws.
  Albert Alvarez, Alecia LeBlanc and Dr. Perez will attend a district-level meeting for all LACCD Foundations that may affect what changes are made to the by-laws. Discussion is tabled until after the larger meeting.

IV – New Business

- Approve LAMC Foundation expenses. (See attached expense list.)
  Don Neal clarifies expense item #3: Anhauser Busch was sending the invoice to the wrong address and the invoice is now in collections. The amount on the expense sheet does not include collection charges as Don intends to dispute those charges with the vendor. With no further discussion, Rick Pocrass motions to approve $2,115.45 for listed expenses. Don Neal seconds and motion passes.
- Community partners & engagement/outreach.
  Don Neal presents this topic. He reminds the board that the Foundation could benefit from making a better effort to do community outreach or to partner with local businesses. Albert Alvarez adds
that Art Gastelum suggested the Foundation approach new elected officials who may be willing to show their support by introducing new partnership prospects. Dr. Monte Perez suggests that adding more [board] members would also give the Foundation more opportunities to reach out locally. Additionally, he points out that having a process/system would help the Foundation make their efforts more efficient.

V – Reports
  o **College President’s Report**
    There will be a meeting March 8, 2013 for the community college foundations to discuss the future of these foundations and the internal processes. There are also some new statutes to go into effect; namely, one requiring foundations to fund their own Executive Director and any other staff person that works for the Foundation. Rick Pocras clarifies that LAMC is the newest and smallest foundation in the district and the only one without sufficient unrestricted funds to hire a staff person. He asks that those attending the meeting make the district understand that by requiring the Foundation to fund its own staff person, LAMC Foundation will be even further from the possibility of ever hiring a full-time Executive Director.
    - College’s expectations from Foundation Board / Board expectations from college.
    Rick Pocras has been on several boards over the years and put together a list [“Mutual Expectations” attached in the meeting packet] of expectations. Is there software we can use to manage donor information/create a database? We should recognize donors and campaign to get new donors.
  o **ASO President Report**
    Michael Griggs (president of ASO) is excited to announce that ASO has full board of senators and can now operate at full capacity. They’ve also appointed a new treasurer. Welcome Week was a great success! He also tells the Foundation that ASO is willing to help wherever they can.
  o **Financial Report**
    A balance sheet of all accounts is attached.

VI – Committees
  o **Scholarship Committee**
    The Scholarship Committee will meet some time in March to select awardees for the 2013-2014 school year. Darlene Montes informs the Foundation that a $1,000.00 donation from funds raised at “The Presidents’ Tardeada” is to fund 4 $250.00 scholarships for AB540 students. Albert Alvarez says that Alarcon’s office has funds that need to be distributed before he leaves office and that some funding may come in the form of scholarships. Additionally, Maria & Antonia Cardenas Foundation may be donating for scholarships.
  o **Strategic Fundraising Committee**
  o **Governance Committee**
  o **SPRINGFEST Committee**
    There is some discussion on the date of this event. The first SPRINGFEST Committee meeting is scheduled for Friday, February 22nd.

VII – Albert introduces new member Jose Castillo and meeting is **adjourned at 10:25 AM**

**Next Board of Directors Meeting:** Thursday, March 14, 2013
Los Angeles Mission College – Campus Center Room 4

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## Expense List for LAMC Foundation
### APPROVED Feb 2013 Meeting

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<thead>
<tr>
<th>Item No.</th>
<th>Amount</th>
<th>Fund</th>
<th>Invoice #</th>
<th>Payee</th>
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<td>Anhauser Busch</td>
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<tr>
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<tr>
<td>6</td>
<td>$2,115.45</td>
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<td></td>
<td></td>
<td>Total Approved = $2,115.45</td>
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### Summary of Expense

1. "Potluck with Policymakers" event for Political Science Club.
2. Payment to Bookstore for 2 students' "Senior Day Scholarship" from Fall 2012.
3. Outstanding invoice for beer for Sylmar Olive Festival.