

**El Camino College Foundation
Board Meeting Minutes
October 10, 2022**

Board Members: Nina Bailey, Laurie Brandt, Gino DiGregorio, Cynthia Grande, Michael Hirsch, Victor Ibarra, Kelsey Iino, Janan Johnson, Sidney Lee, Laurie Love, Brooke Matson, Laurie McCarthy, Jason Nishiyama, Ann O'Brien, Meir Snir, Tracy Underwood, Dan Vozenilek, Paul Wafer, Mark Waronek, Clay Zachry

Absent: Komal Ahmed, Mark Burton, Jeff Kern, David Liaw, Esther Marcial, Katherine Maschler, Richard Rede, Josh Rogge, Brenda Thames, Rob Van Lingen

Staff: Andrea Sala, Nancy Tonner, Heidi Wang

Absent: Kate Choi

Recorder: Laurie Love

President Laurie McCarthy called the meeting to order at 4:43 pm.

CONSENT AGENDA

1) Approve Consent Agenda and Minutes:

Mark Waronek made a motion to approve the Consent Agenda and July 26, 2022 Minutes and September 6, 2022 Special Board Meeting Minutes. Paul Wafer seconded. Motion passed.

PUBLIC COMMENT

There were no comments from the public.

NON-CONSENT AGENDA

I. PRESIDENT'S REPORT

Laurie McCarthy

1) South Bay Promise Laptops:

- 60% of the 305 laptops are still on loan.
- 7 are not accounted for, with 79 not working and not able to be repaired.
- 36 laptops were not returned.
- Per the Special Board Meeting held on September 6, 2022, 150 new laptops were approved to be purchased not to exceed \$120,000. The purchase order issued is within this budget.
- Andrea Sala met with President Thames and it was agreed that we cannot go back and change the decision to waive the forgiving the nonreturn of the laptops. Dr. Thames also confirmed that the Foundation staff may reach out to students who have not returned their laptops and seek their return.
- A purchase order for 150 new laptops has been placed. IT recommended HP laptops at a cost of \$728 each, which is a 13% increase over our last purchase 2.5 years ago.

- The Foundation/Scholarship Office staff will manage the distribution of the new laptops and maintain records for such under the same contractual arrangements that exist for the old laptops. Clarification was obtained that going forward the Foundation must be a part of decisions made for South Bay Promise students who do not return their laptops.

Laurie McCarthy made a motion to waive the repayment for the unreturned laptops. Janan Johnson seconded. Motion passed.

II. BOARD GOVERNANCE

Janan Johnson

1) Foundation Forms:

- Thanked all members who have submitted their signed Ethics & Conflict of Interest, Whistleblower and Board Expectations Policies forms for this year.

III. FINANCIALS

Michael Hirsch

1) August 31, 2022 Financials:

- Biggest concern is the drop in the value of assets but that is following the market.
- Finance committee will be having their quarterly meeting with our financial advisors on October 24, 2022 via Zoom.

IV. OPERATIONS

Paul Wafer

1) Scholarship Update:

- 659 scholarships have been awarded totaling \$895,639.
- Another 13 will be awarded in spring for a grand total of \$908,139.

V. ECC STUDENT REP. REPORT

Sidney Lee

- Campus life is thriving.
- Club rush had 800 students in attendance.
- Blood Drive will be held October 11-13.
- The Social Justice Center had its Grand Opening.
- “Ballot Bowl”, a project to get students registered to vote, will be happening before the November election.
- Cash for College and College Night will be held in the next few weeks.
- Thank you to the Foundation for the South Bay Promise Laptops which are necessary for the students.

VI. ECC PRESIDENT’S REPORT

Dr. Brenda Thames – Not able to attend meeting.

VII. STAFF REPORT

Andrea Sala

1) PC/CP Overview:

- Community Partners:
 - FY 2023 Budget: \$55,000
 - Actuals per Financials: \$2,500 (5%)
 - Actuals to date: \$15,000 (27%)

- Actuals with pledge commitments: \$19,000 (35%)
- President's Circle:
 - FY Budget: \$130,000
 - Actuals per Financials: \$22,665 (17%)
 - Actuals to date: \$29,579 (23%)
 - Actuals with pledge commitments: \$32,079 (25%)
- 2) President's Circle Event:
 - Ideas were discussed, possibly a dinner or another type of event in recognition of our donors.
- 3) ECCF Mission Statement Review:
 - The Mission Statement was reviewed. The suggestion is to make it more inclusive of the entire campus in addition to student success. Staff will formulate some ideas for revision and bring them to the next Board Meeting in November.

VII. DISCUSSION/NEW BUSINESS

No new business.

Meeting Adjourned at 5:19 pm

Brooke Matson made a motion to adjourn. Mark Waronek seconded. Motion passed.