

**El Camino College Foundation
Board Meeting Minutes
May 23, 2023**

Board Members: Komal Ahmed, Laurie Brandt, Mark Burton, Gino DiGregorio, Cynthia Grande, Michael Hirsch, David Liaw, Sidney Lee, Laurie Love, Esther Marcial, Katherine Maschler, Brooke Matson, Jason Nishiyama, Ann O'Brien, Richard Rede, Josh Rogge, Tracy Underwood, Dan Vozenilek, Mark Waronek

Absent: Nina Bailey, Victor Ibarra, Kelsey Iino, Janan Johnson, Laurie McCarthy, Brenda Thames, Rob Van Lingen, Paul Wafer, Clay Zachry

Staff: Kate Choi, Andrea Sala, Nancy Tonner

Absent: Heidi Wang

Recorder: Laurie Love

Immediate Past President Mark Waronek called the meeting to order at 4:15 pm.

CONSENT AGENDA

1) Approve Consent Agenda and Minutes:

Mark Burton made a motion to approve the Consent Agenda. Michael Hirsch seconded. Motion passed.

PUBLIC COMMENT

There were no comments from the public.

NON-CONSENT AGENDA

I. PRESIDENT'S REPORT

Mark Waronek for Laurie McCarthy

1) South Bay Promise Laptops for Fall 2023

150 laptops have been purchased but there is a need for more. As the ECCF funding for the planned purchase was not used when the college decided to directly purchase the 150 laptops, increasing the allocation to \$130,000 was proposed to support the purchase of an additional 150 laptops.

Mark Burton made a motion to purchase more laptops, not to exceed \$130,000. Komal Ahmed seconded. Motion passed.

2) Thank You's

- Sidney Lee, student trustee and a member of our Board, was thanked for her year of service.

- Michael Hirsch was thanked for a great job over nine years as he terms off the Board. Michael has been a great asset to the organization and his years of service are appreciated.

II. BOARD GOVERNANCE

Mark Waronek for Janan Johnson

1) Slate of Officers 2023 – 2024

The Nomination Committee made the motion to nominate the following officers for 2023 – 2024. Richard Rede seconded the motion. Motion passed.

- President Janan Johnson
- 1st Vice President Governance Laurie Love
- 2nd Vice President Operations Brooke Matson
- Secretary Esther Marcial
- Treasurer Clay Zachry
- Member-at-Large Paul Wafer
- Member-at-Large Mark Waronek
- Immediate Past President Laurie McCarthy

2) Annual Resolutions presented by the Board Governance Committee

Resolutions 1 - 4 were read by Laurie Love

- Resolution 1 covered the term of office for members of the Board of Directors 2023 - 2024.
- Resolution 2 identified the elected Officers of the Foundation to serve for one year on the Executive Committee until their successor have been duly appointed and qualified on or after the 2024 Annual Meeting of the Board of Directors.
- Resolution 3 resolved that all actions reported to the Board and captured in approved minutes since July 26, 2022 are approved and ratified by the Board.
- Resolution 4 authorized signatures of two named representatives are required to withdraw funds on all El Camino accounts at Kinecta Federal Credit Union, and other institutions where accounts may be established during the fiscal year 2023 – 2024 (July 1, 2023 – June 30, 2024). The Foundation’s named representatives are Mark Alex Waronek and Andrea Sala.
- Named representatives and authorized signers on the Graystone/Morgan Stanley accounts, Unrestricted Reserve, TR Programs and Scholarship, Endowed Scholarship, Foundation Long Term Funds, and Haag CRUT accounts are Janan Johnson and Andrea Sala.

Mark Waronek made the motion to approve the Annual Resolutions as presented. Esther Marcial seconded the motion. Motion passed.

III. FINANCIALS

Michael Hirsch

1) April 30, 2023 Financials

- Statement of Financial Position, Statement of Activities, and the Operating Budget were reviewed.
- Total assets reflect the great work of Graystone Investment management.
- Michael Hirsch congratulated Staff for their excellent management of expenses.

Komal Ahmed made a motion to accept the treasurer's report. Brooke Matson seconded. Motion passed.

IV. OPERATIONS

Nancy Tonner for Paul Wafer

1) Scholarship Update

- 421 scholarships awarded to date for a total of \$596,000.
- 118 scholarships still to be awarded.
- Andrea Sala thanked Nancy for her organization of the scholarships.

V. ECC STUDENT REPORT

Sidney Lee

- Muslim Student Association (MSA) hosted an event on campus for Eid al-Fitr.
- The Career Round Table was successful connecting students with professions.
- Black Student Open House/Expo was a success.
- A Student Forum was held allowing students to reflect on their year.
- Sidney thanked the Foundation and gave a shout out to Andrea for her work with the TACC Celebrate Education event.
- Connor Lai was introduced as next year's ECC Student Trustee and Foundation Board Member.

VI. STAFF REPORT

Andrea Sala

1) CP/PC Review

- Community Partners
 - FY Budget: \$55,000
 - Actuals to date: \$69,500
- President's Circle
 - FY Budget: \$130,000
 - Actuals to date: \$152,000

2) ECCF Mission Statement Review – Tabled until July 2023 Board meeting.

VII. DISCUSSION/NEW BUSINESS

No new business.

Meeting Adjourned at 4:55 pm.

Michael Hirsch made a motion to adjourn. Dan Vozenilek seconded. Motion passed.

Thank you Komal Ahmed and Kinecta for hosting a Social following our meeting.