

**El Camino College Foundation
Board Meeting Minutes
March 28, 2023**

Board Members: Laurie Brandt, Gino DiGregorio, Cynthia Grande, Michael Hirsch, Kelsey Iino, Janan Johnson, Sidney Lee, Laurie Love, Esther Marcial, Katherine Maschler, Brooke Matson, Laurie McCarthy, Ann O'Brien, Richard Rede, Brenda Thames, Mark Waronek, Clay Zachry

Absent: Komal Ahmed, Nina Bailey, Mark Burton, Victor Ibarra, David Liaw, Jason Nishiyama, Josh Rogge, Tracy Underwood, Rob Van Lingen, Dan Vozenilek, Paul Wafer,

Staff: Kate Choi, Andrea Sala, Nancy Tonner, Heidi Wang

Recorder: Laurie Love

Laurie McCarthy called the meeting to order at 4:05 pm.

CONSENT AGENDA

- 1) Approve Consent Agenda and Minutes:

Michael Hirsch made a motion to approve the Consent Agenda and the January 24, 2023 minutes. Kelsey Iino seconded. Motion passed.

PUBLIC COMMENT

There were no comments from the public.

NON-CONSENT AGENDA

I. PRESIDENT'S REPORT

Laurie McCarthy requested a moment of silence for Board of Trustees President Kenneth A. Brown.

- 1) Introduction of Guests - Tamara Powers and Eman Dalili, potential new Board members
- 2) ECC Forensics Team
 - Members from the Forensics Team reported about their successful participation in the International Forensics Association's 33rd Annual Speech and Debate Tournament and Conference in Tokyo, Japan. They came in 5th in the competition and said it was great to have the opportunity to compete. They thanked the Board for their generous support.
- 3) Guest Speakers – Allied Health Team
 - Dawn Charman, Director, Radiological Technology
 - Graduating students since 1973.
 - 100% pass rate on ARRT exam for 22 years.

- 100% employment rate for 10 years.
 - 95% of the faculty are ECC graduates.
 - Dr. Jeny Joy, Director, Nursing
 - Goal is to prepare entry level nurses, to promote efforts to increase the pipeline of baccalaureate-prepared nursing.
 - 84 nursing graduates in 2022.
 - NCLEX pass rate of 93.51%.
 - Total program costs are \$8,000.
 - Partnerships with Harbor UCLA, LACUSC, Providence Health Systems, Kaiser South Bay, and TMMC.
 - Foundation support includes testing support, clinical clearance support, and graduation pins.
 - Dr. Russell Serr, Dean, Health Services & Athletics and Roy Mekaru, Director, Respiratory Care
 - Virtual Reality and Augmented Reality are allowing ECC to go in a new direction with their program.
 - ECC awarded the opportunity to offer Baccalaureate Degree in Respiratory Care.
 - ECC applied in January 2022 and was approved September 2022.
 - Currently ECC is the only Respiratory Care BS degree offered in LA County.
- 4) Amendment to Articles of Incorporation for Warrior Pantry/LARFB
- Amendment is as follows: “To provide assistance to underprivileged students in our college community as a method by which to advance education, provide basic food and to promote social welfare within the structure allowed by El Camino College.”
 - Amendment will go to the Board of Trustees for approval and then will be filed with the State.

Esther Marcial made a motion to approve the amendment. Brooke Matson seconded. Motion passed.

- 5) Brown Act
- The Board of Directors will no longer receive group email messages where the Board members can respond to all. Instead, messages will be sent using BCC to remain in compliance with the Brown Act. Committees may receive group messages and be within the bounds of compliance.
- 6) South Bay Promise Laptops – Tabled until next Board meeting.

II. BOARD GOVERNANCE

Janan Johnson

1) Policy Review for Board / VOTE

- The following Policies were presented for consideration and for approval: Fundraising 2022/23, General Fund 2022/23, Gift Acceptance 2022/2023, Committee Structure 2022/23, and Foundation Salary Policy/NEW.

Janan Johnson made a motion to approve the Policies as presented. Brooke Matson seconded. Motion passed.

III. FINANCIALS

Michael Hirsch

1) March 28, 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.
- 2) Finance Committee Meeting Recap
- Finance committee met with Graystone to discuss their approach to investing, which provided reassurance in a volatile market.

IV. OPERATIONS

Nancy Tonner for Paul Wafer

1) Scholarship Update

- Thank you to board members for their participation in reading and ranking over 1,000 applications. Thanks to Mark Burton for reading 100 applications!
- Currently over 60 donors are reviewing and awarding scholarships. As of this meeting, a total of 360 have been awarded.
- Department selections will take place after donors have chosen.
- Plan to have all scholarships selected by April 21, and emails sent to all students who applied the week of April 24.
- The Scholarship Dinner will be held on May 25 and all Board members are encouraged to attend.

2) Kenneth Brown Scholarship for ECC students transferring to HBCU

- The Brown Family has created a scholarship honoring Kenneth Brown.
- Andrea Sala requested to have one of the Foundation Board of Directors Scholarships named the Ken Brown Memorial Scholarship in his memory.

Mark Waronek made a motion to name a scholarship in Ken Brown's name. Laurie Brandt seconded. Motion passed.

V. ECC STUDENT REPORT

Sidney Lee

- 1,000 students attended the Student Support Expo.
- Social Justice Center continues with events.
- Faculty and Onizuka Committee attended the Onizuka Day Dinner and over 700 students from grades 7-10 from the community participated the next day.
- ASO students will attend a Legislative Conference in Washington DC and the General Assembly in Long Beach.
- Black Student Expo is scheduled for April 5th.

VI. STAFF REPORT

Andrea Sala/Heidi Wang

1) CP/PC Review

2) Community Partners

- a. FY Budget: \$55,000
- b. Actuals per February financials: \$42,600
- c. Actuals to date: \$49,950
- d. Total with Pledge Commitments: \$57,450

3) President's Circle

- a. FY Budget: \$130,000

- b. Actuals per financials: \$122,209
- c. Actuals to date: \$137,475
- 4) President's Circle Event Recap
 - The event was a huge success. Food was delicious and guests enjoyed the evening.
 - Thank you to Bob and Laurie Brandt for hosting.
- 5) May Annual Board Meeting Location
 - The May Annual Board Meeting will be held on May 23rd at Kinecta in El Segundo. More details to follow.
- 6) ECCF Mission Statement Review – Tabled until July 2023 Board meeting.

VII. DISCUSSION/NEW BUSINESS

No new business.

Meeting Adjourned at 5:32 pm.

Michael Hirsch made a motion to adjourn. Clay Zachry seconded. Motion passed.