

**El Camino College Foundation
Board Meeting Minutes
May 24, 2022**

Board Members: Mark Burton, Cynthia Grande, Michael Hirsch, Kelsey Iino, Janan Johnson, Laurie Love, Esther Marcial, Katherine Maschler, Brandon Matson, Brooke Matson, Laurie McCarthy, Ann O'Brien, Karina Ramirez, Richard Rede, Brenda Thames, Tracy Underwood, Paul Wafer, Mark Waronek

Absent: Komal Ahmed, Nina Bailey, Gino DiGregorio, Jeff Kern, David Liaw, Jason Nishiyama, Josh Rogge, Rob Van Lingen, Dan Vozenilek

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

Recorder: Laurie Love

President Laurie McCarthy called the meeting to order at 4:04 pm.

CONSENT AGENDA

- 1) Approve Consent Agenda and Minutes:
Mark Waronek made a motion to approve the Consent Agenda and March 24, 2022 Minutes. Kelsey Iino seconded. Motion passed.

PUBLIC COMMENT

There were no comments from the public.

NON-CONSENT AGENDA

I. PRESIDENT'S REPORT

Laurie McCarthy

- 1) In Person Board Meetings:
 - Board meetings next year will be in person with no Zoom option.
 - We will continue to meet on the 4th Tuesday of alternating months at 4:00 pm.
- 2) Board Member Thanks:
 - Brandon Matson began serving on the Board in 2019, representing the Torrance Refining Co. Brandon stated it was an honor and pleasure to serve on the Board and he appreciates the great leadership and the direction going forward.
 - Karina Ramirez has been incredible sharing information about campus activities. She will be attending UCLA in the fall.
 - Marcia Haber has given her resignation effective immediately due to family issues.

II. FINANCE COMMITTEE

Laurie McCarthy for Jeff Kern

- 1) April Financials:
 - Reviewed April 30, 2022 financials.
 - Total assets are down slightly due to market adjustments.
 - Recognition of change in investments and a volatile market.

III. OPERATIONS

Janan Johnson

- 1) Scholarship Update:
 - 574 scholarships have been awarded totaling \$737,069.
 - Another 64 will be awarded totaling \$117,000.
- 2) Scholarship Awards Dinner:
 - Scheduled for May 26, 2022 and expect 240 in attendance.
 - 135 scholarships will be awarded this evening.
 - Mark Waronek will be the Master of Ceremonies and Brooke Matson will be the guest speaker.
- 3) Madden Grant Awards:
 - \$73,566 has been awarded in three categories: Nursing, Radiology Technology and Respiratory Care.

IV. BOARD GOVERNANCE

Andrea Sala

- 1) Brown Act Compliance and Meeting Policy:
 - Legal opinion was received from Spencer Covert from Parker & Covert, the ECCCD legal counsel. Board meetings and Board retreats will need to follow the Brown Act. Form 700 is not required of Foundation Board and Board committees will not need to following the Brown Act.
 - Board meeting agendas and minutes will be posted to the ECC Foundation website and on campus 72 hours prior to the scheduled meetings.

Janan Johnson made a motion to approve. Brooke Matson seconded. Motion passed.

 - Brown Act Policy for ECCF Board Meetings: All public comments will be taken at the beginning of each ECC Foundation Board of Directors meeting. Public comments will be limited to two minutes. After public comments, the person who has made a public comment and anyone who is not an ECCF Board member can be muted and taken off camera if the meeting is via Zoom.

Richard Rede made a motion to approve. Paul Wafer seconded. Motion passed.
- 2) Nominating Committee/Slate of Officers 2022/23:
 - Mark Waronek presented the following Slate of Officers:
 - President – Laurie McCarthy
 - 1st Vice President – Janan Johnson
 - 2nd Vice President – Paul Wafer
 - Treasurer – Michael Hirsch
 - Secretary – Laurie Love
 - Immediate Past President - Mark Waronek

Mark Waronek made a motion to approve the Slate of Officers. Brooke Matson seconded. Motion passed.
- 3) Annual Resolutions:
 - Laurie McCarthy read the Resolutions regarding the coming year terms of office.

Janan Johnson made a motion to approve the Resolutions. Mark Waronek seconded. Motion passed.

V. ECC STUDENT REP. REPORT

Karina Ramirez

- In March ECC students attended the National Student Advocacy Conference in Washington DC. They spent six days lobbying and bringing awareness of the importance of Community Colleges.
- Students attended the General Assembly in Sacramento.

- Recent events included Earth Day and an Open Mic Night.
- The Social Justice Center will have a Grand Opening in the fall.
- Finals Madness was held last week from 9:00 pm to midnight to finish the year strong.
- Sidney Lee will be the student representative next year and we will meet her in July.
- Karina stated she is willing to assist if we ever need anything. She thanked us for the opportunities that have been provided her.

VI. ECC PRESIDENT'S REPORT

Dr. Brenda Thames

- Dr. Thames acknowledged the tragedy in Texas with a broken heart asking us to keep the families in our prayers.
- ECC held a classified appreciation week for frontline employees.
- A Distinguished Faculty member and Classified Professional have been identified and will be awarded next week at a reception.
- Registration is open for Summer and Fall.
- Warrior Smart Start was a success with 600 attending.
- She attended and presented at the Torrance Area Chamber of Commerce State of Education with CSUDH and TUSD.
- Next year ECC will begin the Master Planning Process.
- Congratulations to the three Jack Cooke Kent scholars from ECC.
- Commencement will be held on June 10th, followed by the Fire Academy Graduation and Nursing Pinning Ceremony.
- More activities can be found on the Event Calendar on the ECC website with weekly updates.
- Congratulations to Andrea Sala for being honored with the J. Walker Owens Volunteer Award the by Torrance Area Chamber of Commerce.

VII. STAFF REPORT

Andrea Sala/Heidi Wang

- 1) 75th Anniversary Distinguished Alumni & Gratitude Awards Gala Proceeds:
 - Income was \$121,915, expenses totaled \$45,882, resulting in net proceeds of \$46,550.
 - Recommendation is to designate \$15,000 to the South Bay Promise, \$15,000 to the Warrior Pantry, and \$15,000 to the Faculty/Staff Movie Night.
- 2) 75th Anniversary Events
 - June 3rd Diamond Jubilee Concert in the Marsee Auditorium
 - September 10th Football Game – Top 75 male and female athletes will be honored at halftime and a wall will be dedicated with their names in tile on the side of the Gym.
 - In the fall a Faculty/Staff Movie Night will be held at the Radium. Funding was requested from the Gala proceeds to pay for food trucks.

Mark Waronek made a motion to approve funding up to \$15,000 for the Faculty/Staff Movie Night. Janan Johnson seconded. Motion passed.
- 3) President's Circle Report:
 - Actual to date: \$142,000 (142% of budget).
 - Total of 83 donors including 13 new, 9 upgraded and 3 reinstated donors.
- 4) Community Partners Report:
 - Actual to date: \$51,500 (74% of budget).
 - Estimated with pledge commitments: \$54,000 (77% of budget).
 - Total of 17 community partners including 6 new, 1 upgraded and 1 pledged donors.

- Three dropped donors, with two due to non-contract renewals: Amazon, HMC Architects and VectorUSA.

VII. DISCUSSION/NEW BUSINESS

- 1) Looking to have an ECCF Board Retreat in the fall.
- 2) Humanities Art Sculpture titled “Triumph of Knowledge” was installed on Friday, May 20, 2022.
- 3) Big shout out to Nancy Tonner for all her hard work on the scholarships.

Meeting Adjourned at 5:40 pm

Mark Burton made a motion to adjourn. Cynthia Grande seconded. Motion passed.