

EAST LOS ANGELES COLLEGE FOUNDATION
BOARD OF DIRECTORS MEETING
FEBRUARY 23, 2017
EAST LOS ANGELES COLLEGE CORPORATE CENTER - 201A
5:30 p.m.

Members Present: Tina Hwang, Helen Romero Shaw, Marissa Castro-Salvati, Brian H. Flynn, Ashod Mooradian, Paul Chang and Sandy Ho.

Members Absent: Marvin Martinez (excused), Ken Maxey (unexcused), Philip Cohen (excused), Asif Mahmood (excused), Edward Rendon (excused) Arnolando Jaquez, Jr.(excused) Priscilla Lizárraga (excused)

Staff: Paul De La Cerda, Armond Aghakhanian, Michelle Rodriguez

I. **Call to Order:** Chair Hwang called the meeting to order at 5:48 p.m.

II. **Approval of the Minutes:** The minutes for January 24, 2017 were approved with two corrections.

➤ (M/S/P: Romero Shaw/Mooradian/Passed) Motion passes unanimously.

III. **President's Report:** In the President's absence, P. De La Cerda shared that Telemundo chose ELAC to host an event

IV. **Executive Director's Report:** P. De La Cerda shared the Financial Reports. He then shared that a long time ELAC counselor and professor Lydia Rudametkin passed away and left instructions with her sister, Olga Rudametkin, to start a scholarship at ELAC in support of students with trauma, depression, anxiety and other mental health issues. The gift will total 50,000.00 donated in yearly amounts of 10,000.00 over five years. He also shared that he and Dr. Aghakhanian are working on the possibility of a naming opportunity with Ms. Rudametkin. Dr. Aghakhanian then

reported on the progress of his fund development and spoke about the progress of the Gala Fundraising.

V. Consent Agenda:

A. Exact Tax Contract: P. De La Cerda shared the month long contract with Exact Tax. He explained that Exact Tax has been assisting the Foundation stay on track and has been gathering information to create a processes manual. He noted that interviews were held to hire through the college but that the candidate that was selected did not accept the position. The college then could hire provisionally but the process is longer and therefore the contract would possibly be extended. He added that the company also assisted with our EDD audit and that the company owner donated her time in that process.

- (M/S/P: Castro-Salvati/Romero Shaw/Passed) Motion to ratify the contract in the amount of 9,000.00 with the possibility of an extension of 4,000.00 passes unanimously.

VI. Old Business:

A. Board Nominations/Development: Resumes and bios for Josh Chung, Giulio Battaglini and Kassandra M. Sanchez were presented to the board for consideration. There was discussion about what the board wants and is looking for in its board members. Candidate qualification were discussed. H. Romero Shaw recommended Josh Chung and Giulio Battaglini. P De La Cerda, on behalf of P. Lizárraga, recommended Kassandra M. Sanchez.

- (M/S/P: Romero Shaw/Castro-Salvati/Passed) Motion to accept Josh Chung as a new board member passes unanimously.
- (M/S/P: Romero Shaw/Chang/Passed) Motion to accept Giulio Battaglini as a new board member passes unanimously.

- (M/S/P: Castro-Salvati/Flynn/Passed) Motion to accept Kassandra M. Sanchez as a new board member passes unanimously.
- B. President's Circle Update: A. Aghakhanian shared the progress of growth in membership.
- C. Welcome Home East LA: P. De La Cerda shared a report of the funds received, 28,975.00 and a grant of 10,000.00 that was awarded and is expected to be received.
- D. Spring Scholarship Program Update: direction was requested in regards to date and location. Board recommended gathering quotes for various locations and possible dates to propose at the next board meeting.
- E. 2015-2016 Audit Update: Tabled
- F. 2017 President's Gala - Save the Date May 13, 2017: A. Mooradian reported on the Fundraising committee meeting. He shared that the committee agreed that every board member should commit to a table and noted that he was committing to two. He shared that the committee is working from a list of past gala supporters. A. Aghakhanian shared that board support was needed as the list does not include all contact information and noted that if they had any leads to refer them to him to pursue. He noted that the next two months was going to be focused on selling sponsorships. P. De La Cerda noted that 50% of the funds raised are being shared with VPAM and that the expectation is for them to also sell sponsorships. He then shared that A. Jaquez would be hosting the Gala Kick-Off and Art Preview event. P. De La Cerda explained that this event will serve to network and develop gala sponsors and encouraged the board to bring a prospect.

VII. New Business:

- A. Alumni Association: A. Aghakhanian requested support in pursuing the creation of the Association by recruiting the founding alumni board. Noted that a logo has been chosen

and that merchandising is part of the plans as well as ELAC Time square brick fundraising. The by-laws would be presented at the next meeting along with the founding members.

- B. HSBC Account Statement Review: Tabled
- C. Committee Structures: Tabled

VIII. **Items from the Floor**: None

IX. **Adjournment**: The meeting adjourned at 7:12 p.m.

Respectfully Submitted:

Michelle Rodríguez, Foundation Development Assistant

Documents: II, IV, Va, VIa, and VI f