

Board of Directors
Quarterly Board Meeting
West Los Angeles College Foundation
Tuesday, September 8, 2020, 5:00 pm

MINUTES

Present: Caroline Kelley, Araceli Cole, John Nachbar, Erik Moreno, Kim Etheredge and Etelvina De La Torre. Attendance after roll call: James Limbaugh and Scott Combest.

Absent: Albert Vera, Jr.

The meeting was called to order at 5:02 pm

No public comment.

The minutes from the July 28, 2020, Annual Board meeting and August 12, 2020, Special Board meeting were approved. Motion (Moreno), Second (Cole). Approved by unanimous vote.

Caroline requested the board discuss and approve the renewal of the Auxiliary Agreement between the Foundation, College and the Los Angeles Community College District (LACCD) to include the newly approved revisions to Title 5: Reimbursement of District For Services. Etelvina was asked to explain in detail the revisions in the renewal agreement. Motion (Cole), Second (Moreno). Approved by unanimous vote.

President Limbaugh discussed the consequences of low enrollment if no increases occur by 2023. 50% of students at West Los Angeles College are below the Federal Poverty Level. One in five students are parents and 2 in 5 students are African American parents. The childcare program at West is far too expensive for the amount of childcare it provides. African American males represent the largest population of students with a low enrollment at West. Enrollment is down significantly.

Caroline requested that all the new board officers (Caroline Kelly, Araceli Cole, Kim Etheredge and Scott Combest) be added as check signers on the Foundation's bank account and approve the Check Signers Policy and Procedure requiring two check signers for amounts $\geq$ \$3,000. Etelvina explained our current process. Motion (Moreno), Second (Nachbar). Approved by unanimous vote. James M. Limbaugh will remain as a signer on the account as a back-up. He will be used as a last resort when an officer(s) are not available to approve or sign checks.

The Board moved to table the Investment Policy approval pending input from Moreno and Finance Committee. Motion (Combent), Second (Nachbar). Approved by unanimous vote.

Board discussed possibly expanding the board to include 2 new board members, preferably adding a CPA and alum.

Discussion ensued on Fundraising priorities and finding the right partners for the foundation to align with our goals. Motion to support the Culver City Educational Foundation(CCEF) with a \$500 sponsorship for their Sip For Our Schools fundraiser was approved. Motion (Etheredge), Second Nachbar. Approved by unanimous vote. CCEF has impacted the overall achievement and well- being for the CC Unified School district for over 40 years. A great partner for fundraising purposes. Info on the foundation <https://ccef4schools.org/>

There being no more business before the board, the meeting was adjourned at 6:02 p.m.

Next meeting: December 1, 2020, at 5:00 p.m.



Kim Etheredge, Secretary