
Foundation for the Compton CCD

Regular Meeting Minutes

Date/Time: October 26, 2023

Hybrid Location: Instructional Building 1 – Conference Room and Zoom Meeting

Notetaker: Heather Parnock, Foundation Secretary

- I. Call to Order at 5:14pm
- II. Roll Call (Secretary)
 - a. Board Members present in-person: Paul Flor, Phillip Albert, Heather Parnock, Keith Curry
 - b. Board members (remote): Daniel Chenault, Elizabeth Martinez, Joyce Warhop, Abdul Nasser; Edward Magee
 - c. Absent Board Members: Roberto Chavez
 - d. Guest(s): Crystal Moore (remote)
- III. Public Comment on Agenda and Non-Agenda Items
 - a. None.
- IV. Review and Approve Minutes from August 24, 2023 Foundation Board Meeting
 - a. Edit: II.c. Patricia Frankin s/be Patricia Franks
 - b. Motion to approve with edit by Dan Chenault, seconded by Keith Curry (0 nays)
- V. Oral Reports:
 - a. Compton College and Compton Community College District Update (Dr. Keith Curry)
 - i. Enrollment up by 18% over this time last year, up 48% in W'24 enrollment over last year
 - ii. Trying to complete IB2, hopefully will be done by December 2023
 - iii. Bid out for PE Complex, contract to Governing Board in December
 - iv. Student Engagement – more students on campus; one free meal each day at cafeteria, farmers' market is a hit, 750+ students/week
 - b. Foundation Officers/Executive Committee Update (Board President)
 - i. Met on Oct 18 – attendance (Dan, Philip, Heather and Eddie)...a lot of great discussion items, Reviewed/approved Oct. 26 regular mtg agenda; will come to campus to sign the letters; one nomination by Dr. Curry
 - ii. Delay in replying to nomination due to bimonthly meetings; determine process
 - iii. Amendments to Bylaws – review at this evenings meeting
 - iv. 2024 Presentation schedule...includes the Audit in January, Treasurer to meet with VP of Administrative Services
 - v. Articles of Incorporation to be signed
 - vi. Annual Board dues, employee giving campaign, update provided by Foundation manager this evening
 - vii. Not future meeting agenda items; Next meeting is Dec. 20 via Zoom

- c. Foundation Manager Report
 - i. Looking into four different donation systems.
 - 1. Review of cost, whether mobile donations were accepted, trial available or not, campaign setup, and payment and processing fees.
 - a. Several board members asked questions about transaction fees, payment options, set-up specs, and collection of funds.
 - b. Foundation Manager's preference is Kindly. (larger campaigns, lower transaction fees, monthly subscription)
 - c. Dr. Curry requested a final proposal to be available for January 25 meeting (action item).
 - ii. Board member communication and recommendation tracking
 - iii. Identify challenges re Board operations (Foundation manager w/ Board president) – streamline operations.
 - iv. MOU re Point of Sale (POS) donations... draft agreement in progress
 - v. Foundation manager is assisting with the planning of two on-campus events: MLK breakfast celebration (no Foundation role) and Cash for College event (scholarship opportunity)
 - vi. Scholarship Expansion Plan – sent to Compton College President/CEO for review and approval on Nov. 2.
- d. Financial Update (Dr. Abdul Nasser and/or Treasurer)
 - i. Financial Statements through June 30, 2022; 2023 in progress
 - 1. Financial Position, incl assets, revenue, expenditures
 - 2. 2022 ended with negative balance due to Osher 4900 Investment Income
 - 3. Next Steps: Net assets under review, need accurate balances, especially those indicated in red; add 2023 to the report; in December, go for the audit.
 - a. Question re unrestricted funds – used for events, pay operational costs. In 2023, significant increase, due to addition of Intelcom settlement. Some pays for Foundation manager salary; and \$400k to scholarship program.

VI. Action Items:

- a. 2023-2024 Goals (Foundation Manager)
 - i. Extensive discussion including a question regarding the priorities set at Spring 2024 retreat (reviewed at June 22, 2023 meeting); and substantial recommended edits.
 - ii. Amendments:
 - 1. Remove any reference to housing
 - 2. Add: Monitor the Oliver W. Conner Estate (Curry)
 - 3. #2 Develop a Five-Year Foundation Giving Plan for CCCD including strategies to address student employment equity, and emergency support for students, and employees
 - 4. Add: Increase community engagement.
 - iii. Motion to approve with edits by Keith Curry, seconded by Dan Chenault (0 nays)
- b. New Board Member Recommendation
 - i. Discussion:
 - 1. Curry: vacancy due to resignation of Rodney Murray.

2. Chenault – balance of the Board... District employees vs nonaffiliated
 - a. Curry – not a concern, based on bylaws, we have an administrator position open
3. Warhop – Mrs. Berger can attend January meeting? [yes]
4. Chenault – cadence of process... expedite process. Make decisions sooner than later.
 - a. Warhop – We could hold a special meeting per Bylaws
 - b. Curry – not a rush, can wait to meet her in January.
- ii. NO ACTION, agendize at next meeting
- iii. Next Steps: – *hold for January meeting, after meeting candidate; include application and resume in January 25 agenda packet.* Invite to Mrs. Berger to January 25 mtg, put in waiting room during vote.

VII. Discussion/Information Items:

- a. Hybrid Meetings /Teleconferencing:
 - i. [AB 2449](#), which was signed into law in September 2022. This bill allows representatives with just cause or emergency circumstances (including childcare needs) to attend remotely without having to make their location accessible or known to the public. Under AB 2449, members are still required to meet in-person quorum, and can only attend remotely for a total of 20% of all meetings for the year [2 meetings per year].
 1. Planned attendance will be collected in advance to determine whether a hybrid option is available for approved remote participation. Must be determined prior to Board agenda going live.
 2. Quorum must be met in-person.
- b. Foundation Committees (Foundation Manager)
 - i. Subcommittees to be planned, including Event Planning.
 1. Six months from Scholarship event in spring.
- c. Review of Bylaws / Creation of new articles and sections (Secretary and Foundation Manager) – hold for January agenda for discussion/action
 - i. Edits/additions include terms of office, annual dues, conflict of interest statement
- d. Nomination Process
 - i. Executive Committee review application/nomination, and then bring candidate to next Board of Directors meeting,
- e. October 5, 2023 Theatrical Production Debriefing, including opportunities for improvement.
 - i. Chenault: Cost of the event, how does it affect the budget?
 - ii. Magee: diligence of Board members Chavez and Warhop, lessons learned re planning for an event on campus; overall great event, even though last-minute preparations.
 - iii. Albert: on-campus requests/liaison.
 - iv. Chenault: Does this event fit the criteria of our goals? Needs to align with Foundation goals.
 1. Curry: goals not approved until tonight (Oct. 5 doesn't count toward goal); for future, events should tie to goals.
 - v. Chenault: any concerns about the types of events or bringing outside agencies onto campus [per District perspective]?
 - vi. Curry: Board should be concerned; good topic, learned something; lack of attendance; concern about no show of St. John's Community Health.

- vii. Warhop: Anointed Vessel open to encore, if alignment with goals. What type of events should we host?
 - 1. Curry: Foundation manager and subcommittee to talk about this.
 - 2. Parnock: Foundation's role in annual scholarship recognition celebration
- viii. Martinez: learned a lot... missed opportunity for students to attend; integrate into campus flow of events; great performance; look at goals and does this meet our demographics (students vs donors)? Learned a lot about the process.
- ix. Warhop: thank you to Dr. Magee! (everyone agrees)

VIII. Other Business

- a. *Note from Secretary – we are not meeting in December due to Winter Break (campus closed); executive committee meeting Dec. 20 via Zoom.*
- b. Annual CARE Holiday Celebration is scheduled for December 1 from 10am to noon in the Multipurpose Room; looking for monetary donations.
- c. Curry: January 25, Dr. Curry will be travelling with the Governing Board (will need remote option)

IX. Future Agenda Items:

- a. Five-Year Scholarship Improvement Plan presentation (Foundation Manager and Director of Financial Aid) – bring back in January.
- b. Updated financial statements presentation by Dr. Nasser
- c. Oliver W. Conner Estate update, including attorney invite to January meeting
- d. ASG Update

X. Next Meeting: January 25, 2024 at 5:00 p.m. in IB1, Conference Room (room 161)

XI. Adjournment at 6:49 p.m. (Motion made by Dan Chenault, 2nd by Elizabeth Martinez)