
Foundation for the Compton CCD

Regular Meeting Minutes

Date/Time: January 23, 2025 at 5:30 p.m.

Location: Room 113, Student Services Building

Compton College, 1111 E. Artesia Blvd., Compton CA, 90221

Notetaker: Heather Parnock, Foundation Secretary

- I. Call to Order at 5:36 p.m. (Secretary)
- II. Roll Call (Secretary)
 - a. Board Members present (in-person): Paul Flor, Sheri Berger, Heather Parnock, Abdul Nasser, Elizabeth Martinez, and Keith Curry
 - b. Board Members present (remotely): Sonia Lopez
 - c. Absent Board Members: Dan Chenault, Edward Magee, and Don Mason
 - d. Guests: *none*
- III. Public Comment on Agenda and Non-Agenda Items: *None*
- IV. Review and Approve Minutes of November 21, 2024 Foundation Board Meeting
 - a. Motion to approve with no edits by S. Berger, seconded by P. Flor.
 - b. *Motion Carries*. Four yeas, no abstentions.
- V. Presentations: *none*
- VI. Oral Reports:
 - a. Compton College and Compton Community College District Update (Dr. Keith Curry)
 - i. Compton CCD held a [groundbreaking ceremony for the student housing project](#) on January 17, 2025; winter 2025 term in session; spring 2025 semester begins Saturday, February 15, enrollment up 14% as of today; might generate 1,600 FTES; concerned about construction costs rising 20-30% due to LA fires; going out to bid Friday for PE Complex and Visual and Performing Arts projects.
 - ii. We do need to hire someone to help with the Foundation Office for the next couple of months. Budget \$10-15k to hire a consultant temporarily. Focus on fundraising and Academic and Scholarship Awards Ceremony. (*additional action item added to this agenda*)
 - b. Foundation Officers/Executive Committee Update (Secretary)
 - i. No applications as of 12/4/2024 (although we did receive one earlier this month, will review at Feb 10 meeting) focus is to fill non-District vacancies; reviewed the agenda for this evening's Board meeting; question to Dr. Nasser regarding stewardship fees (answered this evening); reviewing and updating Bylaws, shared document in progress; next focus, policy 203 regarding scholarships and the requirement to provide funding at time of creation. We meet next on Monday, Feb 10.
 - c. Foundation Director Report
 - i. As of January 14, 2025, 17 applications submitted for the Foundation Manager position (closed January 17) – next step, the screening process.

- ii. Online donation system in progress; account has been finalized. No campaigns running as of now. Need to set up accounting process and communications.
- iii. Update on Oliver W. Conner College Promise Program – not available this evening. Information provided was focused on the CA Promise Grant recipients. The Foundation Board was interested in the number of students utilizing the Oliver W. Conner Promise grants. The majority of our Oliver W. Conner Promise students are eligible for the CA Promise Grant.
 - 1. Bookstore contract includes funds for the Oliver W. Conner Promise program as well. Funds are restricted.
- d. Financial Update (Dr. Abdul Nasser)
 - i. Audit to be completed this spring.

VII. Discussion/Action Items:

- a. Review/Approve - RFP for Forensic Audit Services
 - i. Discussion:
 - 1. Purpose, based on Nov. 21, 2024 Board discussion, to determine the status of all current scholarships. Some are stagnant, some have not been awarded in years, and some have negative balances.
 - 2. Dr. Curry has given Dr. Nasser approval to hire a consultant to help with Foundation financials, this work would be part of the consultant's scope of work. Funds set aside due to salary savings (Intelecom settlement). We're trying to close the books and 2023-2024 audit to be completed this spring. The consultant could start as early as next week. The Foundation Board should be clear on what they are looking for in terms of historical scholarship data. Additionally, a consultant should be hired to assist the Foundation director while the District is in the process of hiring a Foundation Manager.
 - a. Lack of an accountant and staff assigned to the Foundation; record-keeping is inconsistent. Example: Presidential Scholars – funding was secured, yet the balance is in the negative. (money transferred from Intelecom settlement)
 - b. After the audit is complete, the consultant can make a recommendation to the Board on how to proceed with current scholarship accounts.
 - c. Consultant can set up accounts correctly; including disbursement of Intelecom Settlement according to [CCCD Governing Board Resolution 09-12-2022C](#).
 - d. Accountant to meet with the director of the Foundation and Dr. Nasser to review the Five-Year Scholarship Expansion Plan (went into effect beginning with the 2024-2025 scholarship program, \$80k/year, at least a dozen new scholarships).
 - ii. Motion to table this item to an indeterminate date by S. Berger, seconded by E. Martinez
 - iii. *Motion Tabled*. Four yeas, no abstentions.
- b. Incoming contributions without restrictions should be categorized as Unrestricted, *effective January 23, 2025*.
 - i. Discussion:
 - 1. For example, employee payroll deductions, if unspecified, funds collected should be categorized as unrestricted.

2. Contributions made without a donation pledge form.
 3. Should be added to the Bylaws.
 - ii. Motion by S. Berger, seconded by S. Lopez.
 - iii. *Motion Carries*. Four yeas, no abstentions.
- c. Specify specific options (~~Unrestricted~~, General Scholarships, and Emergency ~~Funds~~ Grants) for 2025 Giving Tuesday Campaign (November-December 2025)
- i. Discussion:
 1. A variety of intents were specified; therefore 2024 Giving Tuesday funds will be distributed broadly.
 2. General scholarships vs one-time scholarships.
 3. What about all going toward emergency aid? Might limit participation.
 - a. Define “Emergency Aid” – in addition to the collection of annual dues, emergency grants in the amount of \$114/year per individual. Initiated discussion at 2023 Foundation Retreat, to assist students with non-academic-related ‘emergencies.’
 - i. Dr. Nasser to move annual dues to the “emergency aid” account.
 - ii. Annual dues would be considered a donation; and counted toward charitable contributions.
 4. Giving Tuesday campaign targets individuals who have not yet maxed out their charitable contributions for the year.
 5. Limit to two purposes: general scholarships and emergency grants
 - ii. Motion to approve modified item by K. Curry, seconded by A. Nasser.
 - iii. *Motion Carries*. Four yeas, no abstentions.
- d. Review Policy 204 Stewardship Fees – to include 5% of all online donations collected to be categorized as Unrestricted for Foundation operational needs.
- i. Discussion:
 1. To help cover online processing fees.
 2. Must be transparent about the fees.
 3. Individuals can cover the processing fees or be made aware that 5% will be deducted to cover the fees.
 4. Are the current Stewardship Fees currently being assessed? No.
 - a. Note: Campus Fundraising Fee has not been collected either.
 5. This would be an additional fee applied to donations collected.
 - ii. Motion to approve by S. Berger, seconded by E. Martinez.
 - iii. *Motion Carries*. Four yeas, no abstentions.
- e. Foundation Board to approve the use of some of the salary savings (Intelcom settlement funds for the Foundation Manager position) to hire a temporary consultant, NTE \$15k, through June 30, 2025.
- i. Discussion: \$180k set aside for staffing/salaries; balance as of today \$104k (unrestricted)
 1. \$400k assigned to Scholarship Program Expansion Plan
 2. \$25k in scholarships for AB540 students.
 3. \$25k to fund the Compton College Dymally Fellows program.

4. \$54,181.11 to fund student/faculty/staff participation in A2MEND and DADE Summit - Overspent
- ii. Motion to approve by C. Curry, seconded by S. Berger.
- iii. *Motion Carries*. Four yeas, no abstentions.

VIII. Discussion/Information Items:

- a. Update on Brown Act guidelines (Secretary with Dr. Curry)
 - i. Dr. Curry will follow up with the attorney. Resent the email.
- b. Update on Oliver W. Conner Estate (Dr. Curry)
 - i. [The estate administrator provided an update at the January 13, 2025 Board of Trustees Meeting.](#)
 - ii. Governing Board wants to establish a corporation to support the Estate.
 1. There are properties that need to be developed.
 2. Liability and insurance concerns.
 - a. Versus establishing an LLC for each individual property? If there is a lawsuit, then the max you can be sued for is the value of the individual property vs the entire Estate.
 - iii. [New attorney approved at January 13, 2025 Board meeting.](#)
 1. Agreement to be approved by the Foundation Board as it relates to the profits/revenues generated by the Estate and their support of the Oliver W. Conner Promise Program.
- c. Identify categories for online campaigns, such as “General,” Athletics *Scholarships*, General Scholarships, Presidential Scholars, Emergency Grants, and Other (write-in)
 - i. Provide detailed descriptions for each via the online donation system.
 - ii. Donations to the College are also considered charitable contributions (separate 501c designation)
 1. Donations intended to support a department or program should be made to the College and not through the Foundation.
 2. Question re CARE funds – a collection of donations in support of an annual event. Why use the Foundation vs Auxiliary account/trust.
 - iii. Is there a way to identify a particular sport?
 - iv. Need language on how to donate to a specific program/trust fund – redirect to the College.
 - v. LA Valley College has an extensive list of options.
 - vi. If we open it too wide, then we will not fund our priorities.
 - vii. Currently have two applications – donation pledge vs. establishment of a scholarship.
 - viii. If a check is made out to the Foundation and it is not for a scholarship, we need a policy regarding the process to redirect the funds to the College, including a letter to the donor. Give them the opportunity to agree/respond. Talk to attorney from AALRR regarding a change to the Bylaws.
- d. Negative Accounts and Unspent One-Time Funds (Treasurer)
 - i. The accountant will address this. We can bring up at a later meeting.

IX. Information Items:

- a. 2024-2025 Scholarship Report (Foundation Director)
 - i. Financial Aid monitors the awarding and disbursement of scholarships (funded via the Foundation), including the new scholarships established in 2024-2025.

- ii. Scholarships are disbursed in two parts: fall 2024 (after Census and verified enrollment) and spring 2025
 - 1. Fall 2024 disbursed \$18,500; spring 2025 will provide \$14,500; \$7,000 was not disbursed (students did not meet eligibility criteria).
 - 2. Majority of transfer scholarships were not awarded.
 - a. Work w/ Student Services to make sure current students are aware of the 2025-2026 scholarship application (opened Dec. 1, 2024, closes March 31, 2025).

- X. Other Business: *None*.
- XI. Future Agenda Items from Board Members: *None*.
- XII. Next Meeting: March 27, 2025 at 5:30 p.m. in SSB, Room 113
- XIII. Adjournment at 6:49 p.m.