

Board of Directors
Quarterly Regular Business Meeting
West Los Angeles College Foundation
April 7, 2020

MINUTES

Present: James M. Limbaugh, Rasel Menendez, Etelvina De La Torre, Scott Combest, Araceli Cole, Caroline Kelly, John Nachbar and Kim Etheredge

Absent: Albert Vera, Jr.

The meeting was called to order at 11:34 a.m.

No public comment.

College President's report: Dr. Limbaugh shared with the board that as a result of Covid-19 and the "Safer at Home" mandate, West Los Angeles College has transitioned all in-person classes to an online platform through the Summer semester, and possibly Fall, depending on the conditions. The Foundation sent out a fundraising appeal to help students impacted by Covid-19 with emergency grants to help pay for food, rent, utilities, medications and other necessities. Fifteen thousand dollars were raised. Additionally, students have received laptops to help them continue their education. To date over 10,000 students have applied for a laptop scholarship.

In an effort to keep the college campus apprised of new developments while the campus operates remotely, the college has instituted a "Virtual Town Hall" meeting for staff to receive regular updates and maintain continuity during these unprecedented times.

C. Kelly commended West for the great work.

Financial Report: Ms. Menendez presented the financial report which the board reviewed and accepted. The motion was made by J. Nachbar and second by S. Combest. The board then granted approval to the Foundation to receive donations. The motion was made by S. Combest and second by C. Kelly. The board discussed how to best allocate an anonymous donation received in the amount of \$20,000. Dr. Limbaugh suggested purchasing more laptops. No decision was made.

Executive Director's report: The Foundation is working on developing a virtual mentor/speaker series to provide positive and motivational messaging to students, staff and faculty. We are recruiting alumni, celebrities and community leaders. C. Kelly, K. Etheredge and A. Cole will assist.

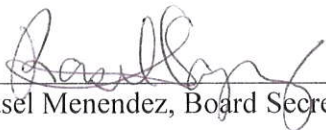
Board Officer Election: In July, the board will be electing officers (President, Vice President, Treasurer and Secretary). Anyone interested is encouraged apply. Board officer job descriptions will be provided. The Board, by a majority vote has the authority to hold an election sooner, if deemed necessary.

Basic Needs Advisory Council: Dr. Limbaugh encouraged the board to consider having Foundation representation on the Advisory Council to provide input into programs, outreach, and the distribution of funds generated through fund-raising initiatives in support of basic needs.

Dr. Limbaugh asked the board for input on how best to communicate college business news to them and some suggested through a newsletter or an email update prior to board meetings. He informed the board that he can also share his blog.

There being no more business before the board, the meeting was adjourned at 12:11 p.m.

Next meeting: June 16, 2020

A handwritten signature in cursive script, appearing to read 'Rasel Menendez', written over a horizontal line.

Rasel Menendez, Board Secretary