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# the Compton Community College District

## BOARD OF DIRECTORS MEETING Tuesday, February 9, 2010 CCCD Board Room 5:30 P.M. – 7:00 P.M. MINUTES

**Board Members in Attendance:** James E. Castillo, Dr. Lawrence Cox, Elizabeth Martinez, Dasol Mashaka, Rodney Murray, Dr. Nelly Rodriguez, Martin Vargas, Ronald Gerhard, Dr. John Phalen, and Tony Williams.

**Absent:** Mohammad H. Khalilzadeh, Sherri Franklin

**Guests in Attendance:** Julia Sylva, Attorney, and Kimberly Baker, Admin. Assist. for the Foundation.

### Call to Order

Treasurer Ronald Gerhard called the meeting to order at 5:40 P.M. and yield to President of the Board, Tony Williams at 5:45 PM.

### Approval of Minutes

Motions were made and seconded to approve the minutes for the December 2009 regular meeting and the Informational Meeting on January 12th.

### Review Agenda

Board president Tony Williams reviewed the agenda items and facilitated the discussion.

### Review Foundation Financials

Treasurer Ronald Gerhard presented an oral report showing no contributions or expenditures since the January 12<sup>th</sup> report. Mr. Williams asked for an update on the collection of all Board dues and proceed to remind Board members of the importance of fulfilling their commitment.

Mr. Castillo asked for a formal income and balance sheet reports to be presented for the next meeting. Mr. Gerhard also provided an update on the dissolution status and highlighted Council Julia Sylva's new work with his office to complete the process.

Dr. Rodriguez asked for a report on the status of transferring the old Foundation files to the new Foundation as part of Title V requirements. It was reported a work order had been placed to transfer all information. Mr. Gerhard also provided an update on transferring current financial records and accounting to the new Foundation. He reported on the search for a new bookkeeper and the need to divide these responsibilities from the Business Office in order to strengthen financial controls.

### Committee Reports

**Executive Committee** – Mr. Williams reported that the committee met on Monday, February 8<sup>th</sup>, to assess and discuss the progress of the Foundation. The focus of the meeting was the Fundraising Plan that would be presented to the Board later in the meeting. Mr. Williams reminded the Board all work needs to be done in committees. He updated the Board on the new Executive Committee meetings, a week before the actual Board meeting.

## **The Compton Community College District**

Ms. Baker as the new Administrative Assistant to the District. Ms. Baker was previously working as an assistant at Drew University.

**Board Development Committee** . Mr. Mashaka reported on his meeting with Mr. Pazos and Mr. Fred Sturner, Director of Facilities, to discuss the opportunities new construction can offer. From naming buildings, a Walk of Fame, seats in the Theater, to creating a specific theme to the new entry to the Campus since the architects and planners felt that there was an opportunity and need for a center piece that would be more welcoming as entrance to the Campus.

Dr. Bunting was presented as a candidate to the Board. Mr. Mashaka highlighted the strong non-profit and Academic work, along with the recommendation from the Academic Senate as a solid background. Dr. Rodriguez supplemented the discussion with her personal experience working along-side Dr. Bunting. A discussion on the ideal composition of the Board followed with a petition to the Committee to report back with recommendations based on the current composition. A motion to approve Dr. Bunting as a new Board member was second and approved unanimously.

A discussion about the need to create a standardized procedure for orientation, nominations, and the ability for the Board to review information about them resulted in a commitment by the Committee to draft appropriate language and present it during the next meeting.

Dr. Phalen recommended the selection of a local clergy as an asset for the Board to consider. Mr. Mashaka also provided a brief update on the progress of the alumni database, over 200,000 names collected and now awaiting cleanup.

**Policy and Procedures Committee** . Ms. Martinez shared that policies had been previously distributed to the Board for their review during previous months. During the Committee's meeting earlier that day, 4:30 PM to 5:30 PM, the Gift Acceptance Policy was specifically analyzed. In addition, BP 3600 which regulates the relationships between the District and the Foundation was reviewed. A long discussion about the implications of handling all gifts for the College ensued.

Mr. Pazos presented the request from the Athletic Department to become the umbrella organization for their upcoming fundraising to benefit their program. A discussion about guidelines and lack of policies to govern such relationships followed. A motion to make a one time exception and allow the Athletic Department to use the Foundation for this event was made and second. The motion was not carrier with a vote 3 to 4.

### **New Business**

**Fundraising Plan** – With five minutes left in the meeting, Mr. Pazos began to go over the marketing and fundraising plan. As a first step, Mr. Pazos urged to Board to release \$7,300.00 in scholarship money that had been held inactive since 2006. Guidelines for this pool of scholarships were available and included Mrs. Spieker's memorial scholarship. A motion to accept the distribution of funding was second and unanimously approved

### **Adjournment**

The meeting was adjourned at 7:10 P.M.