

# IRVINE VALLEY COLLEGE

## MINUTES OF EXECUTIVE COMMITTEE – IRVINE VALLEY COLLEGE FOUNDATION

### HELD VIA ZOOM CONFERENCE CALL

ON WEDNESDAY, APRIL 17, 2024 AT 2:00 PM

A meeting (the “Meeting”) of the Executive Committee for the Irvine Valley College Foundation (“Executive Committee”) was held at 2:02 PM PST on Wednesday, April 17, 2024 via Zoom Conference call. The following members of the Board of Governors Executive Committee were present (distinguished with a ☒) constituting a quorum:

- ☒ Michael Drennen
- ☐ Lisa Greenberg
- ☒ Damien Howard
- ☒ Karen Moran
- ☒ Kevin Johnson
- ☒ Arie Shen
- ☒ John Hernandez
- ☒ Elissa Oransky

Janice Viskul, Foundation Development Specialist, served as meeting secretary.

Present, by invitation was Karen Orlando, Director of Annual Giving and Development Services.

### **PUBLIC COMMENT**

None

### **CONSENT ITEMS**

#### **Meeting Minutes**

Upon motion duly made by Karen Moran and seconded by Kevin Johnson the executive committee approved the minutes from the January 31, 2024 meeting with an abstention from John Hernandez.

#### **Expenditure Ratification**

Upon motion duly made by Damien Howard and seconded by Kevin Johnson, the executive committee unanimously approved the following proposal:

**RESOLVED:** The executive committee agrees to accept and forward the expenditures from January 1, 2024 through February 29, 2024 to the board of governors for ratification.

### **Contracts**

Upon motion duly made by Karen Moran and seconded by John Hernandez, the executive committee unanimously approved the following proposal:

**RESOLVED:** The executive committee agrees to accept and forward the contracts from January 30, 2024 to April 11, 2024 to the board of governors for ratification.

#### **FINANCE REPORT**

Karen Moran reviewed the financials and presented the following talking points:

- Celebrating Excellence revenue
- One-time large contributions from last year
- Investment growth

Upon motion duly made by Damien Howard and seconded by Michael Drennen, the executive committee unanimously approved the following proposal:

**RESOLVED:** The executive committee agrees to accept and forward the financials ending February 29, 2024 the board of governors for approval.

#### **Investment Advisor RFP**

Karen Moran provided an update on the investment RFP.

#### **CELEBRATING EXCELLENCE RECAP**

Michael Drennen provided an update on Celebrating Excellence. There was a lengthy conversation about sponsorships.

#### **2024-2025 EXECUTIVE COMMITTEE**

Michael Drennen provided an update the executive committee slate.

#### **EVENTS**

Elissa Oransky provided an update for the following upcoming events:

- b) Scholarship Ceremony – Friday, May 17, 2024
- c) Giving Day – Thursday, October 17, 2024
- d) Celebrating Excellence – Friday, March 7, 2025

#### **ANNOUNCEMENTS AND ADJOURN**

Meeting adjourned at 3:12 PM PST