

Thursday, November 18, 2022

2:00 p.m. to 4:00 p.m.

Zoom videoconference: <https://csudh.zoom.us/j/82419424644>

Dial-In: +1 669 900 6833 (US Toll) or +1 253 215 8782 (US Toll)

Meeting ID: 824 1942 4644

## **EXECUTIVE COMMITTEE MEETING MINUTES (DRAFT)**

Members Present: Tranitra Avery, Gil Ivey, Del Huff, and Deborah Wallace

Members Absent: Dr. Cornelia Brentano and Dana Ward

Guests: Kelvin Blunt (Executive Assistant to Executive Director/Board Liaison), Eduardo Fimbres (Dining Manager), Cherisse Ross (Controller), and Theresa Morrison (CFO)

### **I. Roll Call**

Meeting was held via Zoom virtual platform,. Members and guests could be heard clearly. Quorum met.

### **II. Call to Order – Chair Del Huff**

Meeting called to order at 2:32 p.m.

### **III. Approval of Meeting Agenda**

Ivey moved, and Wallace seconded. Motion carried.

### **IV. Approval of Previous Meeting Minutes**

- September 9, 2021

Ivey moved, and Wallace seconded. Motion carried. Minutes of September 9, 2021, approved.

- September 16, 2021 (Ad-hoc meeting)

Ivey moved, and Wallace seconded. Motion carried. Minutes of September 16, 2021, approved.

### **V. Public Comment**

No members from the public were present.

### **VI. Officer Reports**

- a) Executive Director Report – Tranitra Avery

Avery reported that Foundation is now fully staffed, and assessing Foundation's current enterprises. As a result of this financial review, Avery reported that Foundation has been losing up to \$500,000 annually on the Infant Toddler Development Center (ITDC), due to the expiration of grant funding for ITDC. Avery added that it is unclear why Foundation did not reapply for the grant that expired.

Avery announced that Foundation is in the process of transferring the ITDC license to Associated Students, Inc. (ASI), to expand ITDC services offered to CSUDH students. Avery added that Rasheedah Shakoor, ASI's Executive Director, will provide an update on ITDC's transition on December 16, 2021 at the next Board of Directors meeting.

Avery reported that Foundation is also reassessing Live Scan, and that the team met with College of Extended and International Education (CEIE) regarding a potential Live Scan partnership. She added that CEIE oversees CSUDH's passport hub, and has space available in their building for Foundation's Live Scan enterprise.

VII. Discussion Topics

a) Board of Directors meeting (December 16, 2021, In-Person)

Avery led a discussion to determine if the upcoming Board meeting should be held in-person, an opportunity for the first in-person Board meeting since December 2019, due to the COVID-19 pandemic. The committee recommended that we hold this meeting virtually, as scheduled, due to rising COVID-19 cases attributed to the Delta variant.

b) 2022 Board Retreat

Avery led a discussion regarding a possible Board of Directors Retreat, given that we have new Board members and a fully staffed Foundation. Huff stated that this retreat would provide an opportunity for the Board to reconnect, revisit Foundation's mission and vision, and address critical issues and opportunities to re-energize Foundation's Board. The committee agreed with Avery and Huff's recommendation, and will discuss further at the next Board of Directors meeting on December 16, 2021.

VIII. Other Items

NONE

IX. Adjournment

Ivey moved to adjourn, and Wallace seconded. Motion Carried. Meeting adjourned at 3:34 p.m.