



Board of Directors
West Los Angeles College Foundation
Tuesday, March 25, 2025
TLC Conference Room 260

Minutes

Present: Caroline Kelly, Board President; Mike Harriel, Board Vice President; Araceli Cole, Board Treasurer; Dr. James Limbaugh, Ph.D., Ex-Officio Board Member and WLAC President; Monica Rincon, Board Member; Adolfo Romero, Board Member; Sapna Shaw, Board Member; Patti Montemer, Bookkeeper; Jerry De Felice, Director of the Foundation.

Absent: Albert Vera, Jr., Board Member.

Call to Order

The meeting was called to order by Caroline Kelly, Board President, at 6:05 p.m.

Welcome

Caroline welcomed everyone back. Board members introduced themselves.

Public Comment

No public comment

Approval of Board Minutes

The minutes of Tuesday, April 16, 2024 were reviewed and approved.

Financial Report

Patti Montemer presented an overview of the Foundation's financials, highlighting where funds are currently being raised. She also offered guidance on potential uses and investment strategies for the funds held in the general Foundation account. The Board of Directors reviewed financial statements through February 25, 2025. The Board held a discussion regarding the Foundation's current investments with Charles Schwab and considerations for the future direction and management of these investments. Discussion on Financial Transparency and Donor Engagement: The Board discussed the importance of gaining a clearer understanding of the Foundation's financials, including donor activity—who is giving, when they are giving, and which areas are being supported. Members emphasized the need to improve communication and share this information with both on-campus and off-campus audiences to strengthen engagement and visibility.

Introduction of Jerry De Felice, Foundation Director

Jerry De Felice provided a brief introduction, sharing his professional background, fundraising philosophy, and vision for WLAC. He outlined his short-term goals for fundraising and development, which include: Building a broad base of annual donors, creating new funds and endowments, establishing legacy gifts through planned giving. He emphasized a long-term strategy focused on sustainable growth and increased philanthropic engagement.

Expanding the Board

Discussion regarding the recruitment of new board members and the importance of expanding membership during the current calendar year. Members emphasized the need to recruit individuals from diverse professional backgrounds while ensuring the board reflects the campus community. Motion made by Caroline Kelly to add the following two people to the board: Silvestre (Sal) Gonzales, Dealer Principal at Culver City Volvo/Mazda in Culver City, California and Matthew Lieb, former owner of Poppin and a generous donor to the College. Monica Rincon made a motion to add both individuals to the board, which was seconded by Mike Harriel. Motion passed unanimously.

WLAC President's Report

Dr. James Limbaugh updated the Board on the status of WLAC's enrollment for Fall 2024 through early 2025, Disaggregated Student Data, Facilities; new library and quad, demolition of 1970s-era buildings, renovations for a new Health Center and Basic Needs Center, projects include a Dental Simulation Lab, Aviation Complex renovations, and upgrades to the auditorium and fine arts gallery. Overview of niche and signature programs on Dental Hygiene, new Avionics Bachelor's degree, and Entertainment Trades/Crafts Program. Strategic Goals through 2031: Establish WLAC as a national model for community college-based climate change education, and submit a comprehensive student success report with the goal of being named an Aspen Top 20 Semi-Finalist.

Overview of Fundraising Priorities

Board Members discussed priority areas for the upcoming academic year. Key focus areas included: scholarships, basic needs, emergency grants, the President's Circle, and the establishment of new funds and endowments. Members also emphasized the importance of creating policies for awarding emergency grants and collaborating closely with the Department of Financial Aid & Scholarships.

Next Meeting

Tentative for Tuesday, July 15 or 22, 2025.

Adjourn

The Board meeting was adjourned at 7:50 pm.