



Board of Directors Annual Meeting Minutes

Thursday, June 11, 2020

I. Opening Items

A. Call to Order

An annual meeting of the Rio Hondo College Foundation Board of Directors was held virtually via the Zoom platform on June 11, 2020. The meeting convened at 4:04 p.m., President Dr. Carmella Franco presiding.

Board Members in Attendance:

Dr. Carmella Franco, President; Don Hannah, Vice President/Treasurer; Bryan Tabizon, Secretary; Dr. Arturo Reyes, Superintendent/President RHC; Terry Keller, Delia Morales, Max Ordonez, Ricardo Perez, Mohamed Rassmy, Dan Rubalcava, Maria Torres Muro, Jose Uribe

Members Absent:

Dr. Alice Mecom, Oscar Valladares

Foundation Staff in Attendance:

Henry Gee, Rachel Garcia

B. Approval of Minutes: April 9, 2020

On the motion of Bryan Tabizon, seconded by Terry Keller, the Board voted by all members present [Franco, Hannah, Keller, Morales, Ordonez, Perez, Rassmy, Reyes, Rubalcava, Tabizon, Torres, Uribe] to approve the April 9, 2020 Minutes without changes.

II. Reports

A. President

Dr. Franco greeted all Board members present and congratulated Henry Gee on his retirement from the District at the end of the month. She thanked him for his bold leadership of the Foundation as Interim Executive Director for the past two years. Under Henry's leadership the Foundation has increased its Board membership, reestablished Homecoming, raised the prominence of *A Taste of Rio* and put students first with the distribution of scholarships and the deployment of the Rio Cares emergency student grants. This was followed by congratulatory remarks from all Board Members.

B. Vice President/Treasurer



A Balance Sheet and Year to Date Budget for period ending March 31, 2020 were included in the packet. Don Hannah reported the increase in unrestricted assets due to salary savings.

C. College Superintendent/President

Dr. Reyes shared that the College is planning for a \$7-\$15 million reduction in the budget for 2020-2021. The tentative budget should be finalized in 2-3 weeks. The final budget is scheduled to be completed in August or September. There have been conversations on campus regarding the nationwide impact of the George Floyd killing. He is hopeful these will lead to concrete actions of anti-racism at Rio Hondo.

D. Interim Executive Director

Henry Gee reported that Rio Cares is close to reaching 60% of the \$50,000.00 goal. Funds are planned to be distributed to students at the end of June. Henry suggests that the supporters who have already paid for *A Taste of Rio* be contacted and provided with the following options: 1) redirect their funds to general scholarships, 2) redirect their funds to Rio Cares Emergency Fund or 3) offer a refund. The date for the Golf Tournament has been changed to October 9, 2020 at 1 pm. With the current health restrictions, the California Country Club will allow 80 single cart riders with an additional 64 walkers. No banquet will be allowed. The focus will be to raise money for scholarships.

III. Items for Discussion

A. *A Taste of Rio* 2020

The September date for *A Taste of Rio* will be pushed out to April 23, 2021.

B. Golf Tournament

Henry Gee provided the information during his Interim Executive Director report in II.D.

C. Board Expansion

Dr. Franco expressed her concern that the current Board Membership is still very close to the minimum number and suggests that 6-7 more members should be added. There was brief discussion and gender equity was mentioned as a matter of priority. All Board Members are asked to bring forward names for consideration.

IV. Items for Action

A. Ratify Rio Cares Student Relief Fund Match

On the motion of Dan Rubalcava, seconded by Delia Morales, the Board



voted unanimously by all members present [Franco, Hannah, Keller, Morales, Ordonez, Perez, Rassmy, Reyes, Rubalcava, Tabizon, Torres, Uribe] to ratify without changes the \$10,000.00 match for the Rio Cares Student Relief Fund using funds from a Foundation educational purpose endowment account.

- B. Approve Federal and State Tax Returns for 2018 / FY Ending June 30, 2019
On the motion of Bryan Tabizon, seconded by Jose Uribe, the Board voted unanimously by all members present [Franco, Hannah, Keller, Morales, Ordonez, Perez, Rassmy, Reyes, Rubalcava, Tabizon, Torres, Uribe] to approve the Federal and State Tax Returns for 2018 / FY ending June 30, 2019 without changes.
- C. Approve Appointment of Temporary Executive Director
This item was tabled for a future meeting.
- D. Ratify Board of Directors Roster for 2019-2020 and Membership Terms
On the motion of Dan Rubalcava, seconded by Don Hannah, the Board voted unanimously by all members present [Franco, Hannah, Keller, Morales, Ordonez, Perez, Rassmy, Reyes, Rubalcava, Tabizon, Torres, Uribe] to ratify the Board of Directors Roster for 2019-2020 and Membership Terms as presented without changes.
- E. Approve Slate of Executive Officers for 2020-2022
On the motion of Delia Morales, seconded by Maria Torres, the Slate of Executive Officers for 2020-2022 was discussed. On the motion of Jose Uribe, seconded by Max Ordonez, the Board voted unanimously by all members present [Franco, Hannah, Keller, Morales, Ordonez, Perez, Rassmy, Reyes, Rubalcava, Tabizon, Torres, Uribe] to approve the Slate of Executive Officers for 2020-2022 as presented with a review in January to determine if Bryan Tabizon will be available to assume the President role.
- F. Approve 2020-2021 Board of Directors Meetings and Events Calendar
On the motion of Bryan Tabizon, seconded by Delia Morales, the Board voted unanimously by all members present [Franco, Hannah, Keller, Morales, Ordonez, Perez, Rassmy, Reyes, Rubalcava, Tabizon, Torres, Uribe] to approve the Draft 2020-2021 Board of Directors Meetings and Events Calendar with the removal of the 9/25/20 *A Taste of Rio* event and a change to 4 pm for the 4/15/21 Board of Directors Meeting.
- G. Approve Signature Authority – Contracts
This item was tabled for a future meeting.



H. Approve Signature Authority – Checks, Drafts and Orders of Payment

On the motion of Bryan Tabizon, seconded by Dan Rubalcava, the Board voted unanimously by all members present [Franco, Hannah, Keller, Morales, Ordonez, Perez, Rassmy, Reyes, Rubalcava, Tabizon, Torres, Uribe] to authorize Chris Hawken, Interim Vice President of Finance and Business, Rio Hondo College to sign all checks, drafts or other orders for payment as presented on behalf of the Rio Hondo College Foundation.

I. Approve Authorized Individuals for Payden & Rygel and Charles Schwab Accounts

This item was tabled for a future meeting.

V. Information and Calendar Items

- A. Golf Tournament Fundraiser, October 9, 2020; 1 pm, California Country Club
- B. Inaugural Athletics Hall of Fame, POSTPONED until June 2021
- C. Annual Planning Meeting, August 27, 2020; 4-6 pm, Zoom Conference Call

VI. Other Business

Board Member Bryan Tabizon was recognized as incoming President of the Whittier Chamber.

VII. Adjournment

President Franco adjourned the meeting at 5:35 p.m.

Minutes prepared by Rachel Garcia and reviewed by President Franco.