



Coast Community College District Enterprise, Inc.

A G E N D A

Regular Meeting of the Board of Directors

1370 Adams Avenue, Costa Mesa, CA 92626

April 29, 2021 at 12 noon

Due to COVID-19 gathering restrictions, attendance and public comment are available telephonically and via Zoom

1-669-900-6833 (US Toll)
Meeting ID: 937 4119 6829

1. Roll Call

2. Opportunity for Public Comment

During the current COVID-19 situation, this meeting of the Enterprise Board of Directors is being conducted telephonically and via Zoom. Members of the public have the opportunity to submit written comments to the Enterprise Board of Directors regarding any item on this agenda, before or during consideration of the item, and on any matter within the subject matter jurisdiction of the Enterprise Board of Directors even if the item is not on the agenda. Written comments should be sent to publiccomment@cccd.edu.

Please note that the Board of Directors cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board of Directors that are not on the agenda may, at their discretion, be referred to staff or placed on the next agenda for their consideration.

It is the intention of the Enterprise Corporation to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Enterprise Corporation will attempt to accommodate you in every reasonable manner. Please contact the Secretary of the Enterprise Corporation at jburton@cccd.edu as soon as possible prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

3. Election of Chair of the Enterprise Board of Directors

Recommendation: *It is recommended that the Board elects Rick Kapko to serve as Chair of the Enterprise for a two-year term.*

4. Welcome Student Trustee Roy Sahachaisere

5. Approval of Minutes from Regular Meeting of January 28, 2021 (Attachment #1)

Recommendation: *It is recommended that the Board approves the minutes of January 28, 2021.*

6. Swap Meet Operations Report and COVID 19 Update (Janet Houlihan)

a. Swap Meet Closure March 14, 2020

- i. Continuing Communications with Vendors/Community**
- ii. Update on Vendor Refunds, Credits and other COVID-19 Assistance**

b. Operations and Re-opening Update

- i. Current Orange County Health Mandates/Recommendations including report of conversations with Dr. Chau**

c. Construction Update

7. Financial Reports, and Report and Ratification of Staff Board Deliverables per Master Agreement Requirements, Sections 8, 10, 11, 13, 20 and 28 (Paul Wisner) (Attachment #2)

- Financials Quarterly Report
- Deliverables per Master Agreement/COVID-19
- Cash flow update

Recommendation: *It is recommended that the Board approves the Staff Deliverables for the quarter ending December 31, 2020 as presented, and ratifies the purchase orders and checks.*

8. Review, Discussion and Possible Action regarding the 2019-20 External Financial Audit (Jeffrey Jensen, Crowe LLP) (Attachment #3)

Recommendation: *It is recommended that the Board receives and accepts the external financial audit.*

9. Review, Discussion and Possible Action Regarding Annual Insurance Policies (District Risk Services – Marsh Risk and Insurance Services)

Recommendation: *It is recommended that the Board receives and accepts the annual insurance policies.*

10. Update on the Enterprise Annual Report and Report of Good Standing Presented to the Board of Trustees at the March 17, 2021 Board Meeting (Janet Houlihan)

11. Review, Discussion and Possible Action regarding Updates to the Amended Master Agreement (Attachment #4)

Recommendation: *It is recommended that the Board approves updates to the Amended Master Agreement*

12. Future Agenda Items

- a.
- b.
- c.

13. Future Meeting Date

14. Adjournment

Under the Brown Act, the public has the right to receive copies of any non-exempt public documents relating to an agenda item that are distributed to the Board of Directors. Please contact the Office of the Board of Trustees at jburton@ccd.edu prior to the meeting to facilitate the distribution of these documents.