



Coast Community College District Enterprise, Inc.

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## **A G E N D A**

### **SHAREHOLDERS ANNUAL MEETING**

**Thursday, September 15, 2022 at 11:00 a.m.**

Due to COVID-19 gathering restrictions, attendance  
is available telephonically and via Zoom

1-669-900-6833 (US Toll)

Meeting ID: 8335 435 9036

- 1. Call to Order**
- 2. Roll Call**
- 3. Opportunity for Public Comment**

*Members of the public have the opportunity to address the Enterprise Shareholders on any item on this agenda, before or during consideration of the item, and on any matter within the subject matter jurisdiction of the Enterprise Shareholders. Persons wishing to make comments for this purpose will be recognized at this point in the meeting. Individuals will have up to five minutes per Agenda item, and there is a 20-minute total limit per item. Please note that the Shareholders cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Shareholders 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 [jbarton@cccd.edu](mailto:jbarton@cccd.edu) as soon as possible prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.*

- 4. Authorization under Brown Act, Government Code § 54953(e), for Conducting Board Meetings Remotely Due to the COVID-19 Emergency Because Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees**

*Recommendation: The Shareholders have considered the circumstances of the state of emergency and find that the state of emergency continues to directly impact their ability to meet safely in person, and state or local officials continue to impose or recommend measures to promote social distancing.*

- 5. Approval of Minutes from Annual Meeting of October 30, 2021 (Attachment #1)**
- 6. Nomination and Re-Appointment of Directors to the Coast Community College District Enterprise Corporation**

Five regular voting members of the Board of Directors of the Enterprise Corporation are appointed for two-year terms. The remaining two members are appointed ex-officio and serve during their term of office. Directors David Cline, Arlis Reynolds, and Richard Armendariz are to be considered for re-appointment to new terms from November 12, 2022 through November 12, 2024.

Additionally, due to the resignation of Director Rick Kapko, a new Director is to be appointed to complete his term ending September 30, 2023. (*Attachment #2*)

- 7. Operational Update from the Coast Community College District Enterprise Inc. Officers**
- 8. 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@cccd.edu](mailto:jburton@cccd.edu) prior to the meeting to facilitate the distribution of these documents.*



Coast Community College District Enterprise, Inc.

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## **SHAREHOLDERS ANNUAL MEETING**

**September 30, 2021**

**Telephonic and Zoom**

**BOARD OFFICE CONFERENCE ROOM**

**1370 Adams Avenue, Costa Mesa, CA 92626**

### **MINUTES**

#### **I. Call to Order**

The meeting was called to order at 2:00 p.m.

#### **II. Roll Call**

##### **Present:**

Mr. Frank Dominguez and Dr. Ira Toibin representing the District Foundation, and Trustee Mary Hornbuckle representing the Coast Community College District.

##### **Absent:**

None

##### **Also in Attendance:**

Chancellor John Weispenning, Janet Houlihan, Arlis Reynolds, Regina Blankenhorn, Ruben Barriga, Dr. Andrew Dunn, Rachel Kubik, Miguel Beltran, Erik Fallis, Steve Tamanaha, Dr. Jack Lipton, and Jane Burton.

#### **III. Opportunity for Public Comment**

There were no requests to address the Shareholders.

#### **IV. Approval of Minutes**

On a motion by Trustee Hornbuckle, seconded by Dr. Toibin, the Shareholders approved the minutes from the Annual Meeting held on October 12, 2020.

Members Voting Yes: Trustee Hornbuckle, Dr. Toibin and Mr. Dominguez

Members Voting No: None

Members Absent: None

#### **V. Nomination and Re-Appointment of Directors to the Coast Community College District Enterprise Corporation**

On a motion by Dr. Toibin, seconded by Trustee Hornbuckle, the Shareholders re-appointed Mr. Rick Kapko and Ms. Regina Blankenhorn to serve as Directors to the

Coast Community Enterprise Corporation for another two-year term, from September 30, 2021 to September 30, 2023.

Members Voting Yes: Trustee Hornbuckle, Mr. Dominguez and Dr. Toibin

Members Voting No: None

Members Absent: None

**VI. Operational Update from the Coast Community College District Enterprise Officers, President Janet Houlihan**

Ms. Janet Houlihan provided the Shareholders with an update regarding the two swap-meet re-openings, after the closures due to the Covid-19 pandemic. There were new safety requirements and protocols set in place in order to re-open. All vendors were contacted individually to work through their particular issues and circumstances. Operations for both swap meets were successful and running smoothly to date. The Directors offered their sincere appreciation for the amazing efforts.

**VII. Update on the Amended Bylaws, Amended Master Agreement, and the MOU Regarding Payment of Trademark Licensing Fee**

Ms. Janet Houlihan informed the Directors of the recent status for these items. The Enterprise Corporation Bylaws were updated January 2021 and the Amended Master Agreement was approved April 2021. A Memorandum of Understanding regarding a temporary deferral of trademark licensing fees due to the pandemic was also shared with the Shareholders.

**VIII. Adjourn**

On a motion by Trustee Hornbuckle, seconded by Mr. Dominguez, the Shareholders voted to adjourn the meeting at 2:12 p.m.

Members Voting Yes: Trustee Hornbuckle, Mr. Dominguez and Dr. Toibin

Members Voting No: None

Members Absent: None

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Secretary of the Enterprise