



Coast Community College District Enterprise, Inc.

A G E N D A

Regular Meeting of the Board of Directors

Thursday, November 30, 2023 at 12:00 noon

1370 Adams Ave., Costa Mesa, Ca. 92626, Board Conference Room

For Emergency Zoom Attendance: 1-669-900-6833 (US Toll), Meeting ID: 813 7650 7760

Zoom: <https://cccd-edu.zoom.us/j/81376507760>

1. Roll Call

2. Opportunity for Public Comment

Members of the public have the opportunity to address the Enterprise Board of Directors on any item that has been described in this notice. and on any matter within the subject matter jurisdiction of the Enterprise Board of Directors even if the item is not on the agenda. 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. These time limitations may be extended by the Board. The Board cannot respond to these public comments but at the Board's discretion, these matters may be referred to staff or placed on a subsequent agenda for Board 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 jclevenger@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. Approval of Minutes from Regular Meeting of September 14, 2023

Recommendation: *It is recommended that the Board approves the minutes of September 14, 2023.*

4. Welcome Newly Appointed Director Mike Carey

5. Update on the 2022-2023 Annual Financial Audit conducted by Crowe, LLP (Jeff Jensen via Zoom)

6. Swap Meet Operational Update

- a) **Golden West College**
- b) **Orange Coast College**

7. Financial Reports, and Report and Ratification of Staff Board Deliverables per Master Agreement Requirements, Sections 8, 10, 11, 13, 20 and 28 (Rachel Kubik)

- **Financials Quarterly Reports**
- **Deliverables per Master Agreement**

Recommendation: It is recommended that the Board approves the Deliverables as presented and ratifies the purchase orders and checks.

8. Membership Resolution - Arlis Reynolds

9. Future Agenda Items

- a.
- b.
- c.

10. Future Meeting Date

11. 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 jclevenger@cccd.edu to the meeting to facilitate the distribution of these documents.



Coast Community College District Enterprise, Inc.

BOARD OF DIRECTORS REGULAR MEETING

September 14, 2023 at noon

Board Office Conference Room, Coast Colleges District Office

1370 Adams Ave., Costa Mesa, CA 92626

MINUTES

1. Call to Order and Roll Call

The meeting was called to order at 12:00 p.m.

Present:

Regina Blankenhorn, Richard Armendariz, Lorena Ortega, David Cline, Chancellor Yamamura

Absent: Student Trustee John Bruning

In Attendance:

Dr. Rich Pagel, Julie Clevenger, Janet Houlihan, Rachel Snell, Paul Wisner, Maira De La Torre, Dr. Jack Lipton, Meridith Randall, Marlene Drinkwine, Ruben Barriga, Rick Hicks, Trustee Moreno, Shannon O'Connor, Crystal Crane

2. Opportunity for Public Comment

There were no requests to address the Enterprise Board.

3. Approval of Minutes from Regular Meeting of July 13, 2023 (*attach #1*)

On a motion by Mr. Armendariz, seconded by Ms. Ortega the Board of Directors voted to approve the minutes from the July 13, 2023 Board of Directors Meeting Minutes.

Motion passed unanimously with the following vote:

Ayes:	Ms. Blankenhorn, Mr. Armendariz, Ms. Ortega, Mr. Cline, and Chancellor Yamamura
Nos:	None
Abstain:	None
Absent:	Student Trustee John Bruning

4. Review, Discussion and Possible Action Regarding Annual Insurance Policies, to Include Ramifications of the Premium Increases, Funding Sources, and Clarification of D&O Coverage (Craig Morris, Marsh & Associates)

Mr. Craig Morris from Marsh & Associates began the presentation with an updated Renewal Proposal for September 30, 2023 to September 30, 2024 for the Enterprise Corporation. Due to technical difficulties this item would be discussed at a later date.

5. Report on the New CCCD Auditors

Dr. Rich Pagel discussed the CCCD decision to replace the current external auditors with another company. The item would be up for review and approval at the next Regular Board of Trustees meeting. Once the new external auditor for the District was approved by the Board of Trustees, the Enterprise Board would vote at the next Enterprise Board of Directors meeting.

6. Report on the Annual Shareholders Meeting of September 14, 2023.

The Annual Shareholders Meeting was held the same day as the Regular Board of Directors meeting on September 14, 2023.

Dr. Rich Pagel shared the news that a new Director was appointed to the Enterprise Board, Mr. Mike Carey. Director Blankenhorn and Director Ortega's terms were extended for another two years.

7. Election of Chair and Vice Chair of the Enterprise Board of Directors

Mr. David Cline nominated Ms. Regina Blankenhorn as the Chair for the Enterprise Corporation. The motion was seconded by Mr. Richard Armendariz.

Motion passed unanimously with the following votes:

Ayes:	Ms. Blankenhorn, Mr. Armendariz, Ms. Ortega, Mr. Cline, and Chancellor Yamamura
Nos:	None
Abstain:	None
Absent:	Student Trustee John Bruning

Ms. Blankenhorn moved to appoint Ms. Lorena Ortega as the Vice Chair of the Enterprise Board of Directors. The motion was seconded by Mr. Cline.

Motion passed unanimously with the following votes:

Ayes:	Ms. Blankenhorn, Mr. Armendariz, Ms. Ortega, Mr. Cline, and Chancellor Yamamura
Nos:	None
Abstain:	None

Absent: Student Trustee John Bruning

8. Acceptance of Resignation of Arlis Reynolds, Enterprise Board of Director

After a brief discussion it was decided a written resignation would be requested from Arlis Renolds for the file.

9. Welcome of Newly Appointed Director(s)

Newly elected Director Mike Carey would be in attendance at the next Enterprise Board of Directors meeting.

10. Swap Meet Operational Update

- a. Golden West College – Rick Hicks**
- b. Orange Coast College – Rich Pagel**

The reports from both swap meets were encouraging as both swap meets were doing well and that trend was expected to continue well into the future.

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

Mr. Paul Wisner provided the financial reports and updates.

For Quarter Ending June 30, 2023 Total Assets: \$1,501,486
Total Liabilities and Equity: \$1,501,486
Total Revenues: \$6,350,968

Master Agreement Expenses - \$5,353,979
Other Total Expenses – \$6,160,823
Net Revenue/(Loss) - \$190,145

Statement of Deliverables - Total Enterprise Expenses for Approval: \$6,160,823

On a motion by Mr. Cline, seconded by Mr. Armendariz, the Board of Directors voted to approve the Financials, Quarterly Reports and Deliverables and Ratify the Purchase Orders and Checks for Quarter Ending June 30, 2023.

Motion passed unanimously with the following votes:

Ayes: Ms. Blankenhorn, Mr. Armendariz, Ms. Ortega, Mr. Cline, and Chancellor Yamamura
Nos: None
Abstain: None
Absent: Student Trustee John Bruning

12. Professional Expert Salary Schedules Discussion

Rich Pagel opened the discussion with Shannon O'Connor and Crystal Crane from the CCCD Human Resources Department to update the Enterprise Board of Directors on recent and ongoing efforts by the HR Department to develop and adjust the Professional Expert salary schedules.

This topic was discussed at length and more information would be brought back for further discussion at the next Enterprise Board of Directors meeting.

13. Future Agenda Items

- Professional Expert Salary Discussion
- Written Resignation from Arlis Reynolds
- Bylaws Review for Alignment with Assessment Language and Financials
- Trends on Revenue - Based on inflation and Expenses

14. Future Meeting Date

The next Enterprise Board of Directors meeting was scheduled for Thursday, November 30, 2023, at 12:00 pm (noon) in person.

15. Adjournment

The meeting was adjourned at 1:03 p.m.

Julie Clevenger, Secretary of the Enterprise

CCCD ENTERPRISE, Inc.
Statement of Net Assets
For the Quarter Ending September 30, 2023

	OCC	GWC	TOTAL
ASSETS			
Cash in Bank - East West Bank	\$ 436,363	\$ 1,652,954	\$ 2,089,317
Deferred tax liability asset		83,900	83,900
Equipment (Fixed Assets)	50,957	471,858	522,815
Accumulated Depreciation (Equipment)	(43,908)	(458,958)	(502,866)
Total Fixed Assets	\$ 7,049	\$ 12,900	\$ 19,949
Prepaid Expense	\$ 2,422	\$ -	\$ 2,422
Accounts Receivable	800	31,797	32,597
Suspense - Assets	(970.00)		(970)
Deferred Expense Payroll & Other Assets	40,000		40,000
Total Other Assets	\$ 42,252	\$ 31,797	\$ 74,049
TOTAL ASSETS	<u>\$ 485,664</u>	<u>\$ 1,781,551</u>	<u>\$ 2,267,215</u>
LIABILITIES			
Accounts Payable	\$ 62,719	\$ 1,097,385	\$ 1,160,104
Deferred Income	\$ 232,990	\$ 313,040	\$ 546,030
Reserve for Stale dated Checks	1,130	160.00	1,290
Accrued Expense	4,447		4,447
Due to OCC		400.00	400.00
Suspense - Liabilities			-
Total Other Liabilities	\$ 238,567	\$ 313,600	\$ 552,167
Total Liabilities	\$ 301,287	\$ 1,410,985	\$ 1,712,272
EQUITY			
Retained Earnings	\$ 1,305,439	\$ 2,218,840	\$ 3,524,279
Common Stock/Equity	158		158
Dividends	(1,200,000)	(2,025,000)	(3,225,000)
Net Profit	78,780	176,726	255,506
Total Equity	\$ 184,378	\$ 370,566	\$ 554,944
TOTAL LIABILITIES and EQUITY	<u>\$ 485,664</u>	<u>\$ 1,781,551</u>	<u>\$ 2,267,215</u>

CCCD ENTERPRISE, Inc.
Statement of Revenue and Expenses
For the Quarter Ending September 30, 2023

	OCC	GWC	ACTUALS TOTAL	YTD BUDGET	ANNUAL BUDGET TOTAL
REVENUE					
Sales - Tickets/Spaces	\$ 856,025	\$ 970,855	\$ 1,826,880	\$ 1,647,757	\$ 6,591,029
Interest, Late & Other Vendor Fees	\$ 8,625	\$ 2,825	\$ 11,450	\$ 11,950	\$ 47,800
Total Other Income	\$ 8,625	\$ 2,825	\$ 11,450	\$ 11,950	\$ 47,800
 TOTAL REVENUE	 \$ 864,650	 \$ 973,680	 \$ 1,838,330	 \$ 1,659,707	 \$ 6,638,829
 MASTER AGREEMENT EXPENSES (#13) (Master Agreement items 8, 10, 11, 22, and 28)					
Management Oversight Fees (#8)	\$ 12,970	\$ 14,563	\$ 27,533	\$ 25,700	\$ 102,800
Rent - Parking Spaces (#10)	231,350	227,115	458,465	\$ 447,741	\$ 1,790,964
Trademark License (#11)	8,750	10,000	18,750	\$ 18,750	\$ 75,000
Salaries, Benefits & Assessments (#22)	186,318	292,858	479,176	\$ 509,786	\$ 2,039,144
Rent - Facility (#28)	30,000	56,950	86,950	\$ 86,950	\$ 347,800
Campus Assessments (#13 & #21)	195,420	166,045	361,465	\$ 316,465	\$ 1,265,861
Master Agreement Expenses (#13)	\$ 664,808	\$ 767,531	\$ 1,432,339	\$ 1,405,392	\$ 5,621,569
 Other Direct Expenses					
Advertising	\$ 10,000		\$ 10,000	\$ -	\$ -
Bank Charges					
Bad Debt			-	\$ 150	\$ 600
Cash Over/Short	(65)	(2)	(67)	\$ 50	\$ 200
Banking Merchant Fees	4,089	6,092	10,181	\$ 9,175	\$ 36,700
Conferences, Meetings, & Mileage				\$ 875	\$ 3,500
Custodial Supplies				\$ 2,400	\$ 9,600
Dues/Memberships			-	\$ 500	\$ 2,000
Equipment - Purchase	2,250		2,250	\$ 8,500	\$ 34,000
Lease				\$ 3,000	\$ 12,000
Depreciation			-	\$ 4,979	\$ 19,915
Food & Beverage	250		250	\$ 750	\$ 3,000
Franchise Fees	800		800	\$ 200	\$ 800
Insurance - Prop/Liab			-	\$ 21,000	\$ 84,000
Directors/Officers	6,701		6,701	\$ 6,000	\$ 24,000
Legal Fees	1,334		1,334	\$ 1,250	\$ 5,000
Campus Parking Fees	56,363		56,363	\$ 53,231	\$ 212,925
Office Supplies	351		351	\$ -	\$ -
Penalties	141		141	\$ -	\$ -
Postage & Printing				\$ 1,175	\$ 4,700
Permits/Licenses		711	711	\$ 1,500	\$ 6,000
Public Relations	3,750		3,750	\$ 3,750	\$ 15,000
Repair & Maintenance	583		583	\$ 10,863	\$ 43,450
Service Maintenance Agreements		549	549	\$ 700	\$ 2,800
Supplies	1,362	710	2,072	\$ 3,213	\$ 12,850
Technology Software Support		1,230	1,230	\$ 1,430	\$ 5,720
Other Services					\$ 9,500
Waste Disposal	32,502	20,133	52,635	\$ 80,000	\$ 320,000
Subtotal Other Direct Expenses	\$ 120,411	\$ 29,423	\$ 149,834	\$ 214,691	\$ 868,260
TOTAL EXPENSES (#20)	\$ 785,220	\$ 796,954	\$ 1,582,173	\$ 1,620,083	\$ 6,489,829
Taxes	\$ 650	\$ -	\$ 650	\$ -	\$ -
 NET REVENUE/(LOSS)	 \$ 78,780	 \$ 176,726	 \$ 255,507	 \$ 39,624	 \$ 149,000

CCCD ENTERPRISE, Inc.
Statement of Deliverables
For the Quarter Ending September 30, 2023

Staff Board Deliverables Per Master Agreement Requirements Sections 8, 10, 11, 13, 20, 21, 22, and 28

Section #	Title	Description	Payments thru 9/30/23
8	Management Oversight	Pay 1.5% of gross revenues from Enterprise to District Foundation	\$ 27,533
10	Property License Fee	Pay to District fees per District Board Policy 6700 GWC: 1,260 Parking Spaces x \$7 = \$8,820 x 103 Days/year = \$908,460 OCC: 1,222 Parking Spaces x \$7 = \$8,554 x 102 Days/year = \$872,508 Total Amount for Parking Spaces per year : \$1,780,968	\$ 458,465
11	Trademark Licenses	Pay to District Foundation annual fee of \$60,000 to utilize the names "Coast Community College District", "Orange Coast College", and "Golden West College"	\$ 18,750
21	Personnel/Assessments	Reimburse Campuses for Indirect Swap Meet Oversight	\$ 361,465
22	Enterprise Use of Dist Employees	Reimburse District for personnel costs	\$ 479,176
28	Enterprise Use of Dist Facilities	Pay fees to District for Facilities used set forth in Appendix C of Master Agreement GWC: \$152,800 Annually OCC: \$135,000 Annually	\$ 86,950
13	Campus Expenses per Master Agreement	Payments made to District or District Foundation for expenses related to the operation & management of the Enterprise (Total of items 8, 10, 11, 22, and 28)	<u>\$ 1,432,339</u>
	Other Operating Payments	Payments made directly to outside vendors and contractors.	\$ 149,834
20	Total Enterprise Expenses	Ratification/Approval of total Enterprise Expenses	\$ 1,582,173

**RATIFICATION/APPROVAL OF PO
CCCD ENTERPRISE BOARD
JULY - SEPTEMBER 2023**

PO#	DATE	VENDOR	PO AMOUNT	SITE	OBJECT CODE
70472	8/7/2023	CR&R	\$ 60,000.00	OCC	7750-527500
70473	8/7/2023	Home Depot	\$ 4,000.00	OCC	7750-443000
70474	8/7/2023	Lopez Works	\$ 165,300.00	OCC	7750-527500
70475	8/7/2023	Gorm INC	\$ 10,000.00	OCC	7750-443000
70476	8/10/2023	Steam X	\$ 583.04	OCC	7750-524500
70477	8/28/2023	Adrenalin Sport Apperal	\$ 5,000.00	OCC	7750-562400
70478	9/18/2023	Grainger	\$ 534.40	OCC	7750-567000

OCC Total: \$ 245,417.44

GWC-E-2536	8/21/2023	Eastside Window Cleaning	\$ 3,000.00	GWC	3000-527500
GWC-E-2537	9/6/2023	ODP Business Solutions, LLC	\$ 2,500.00	GWC	3000-567000

GWC Total: \$ 5,500.00

PO TOTAL: \$ 250,917.44

OBJECT CODE	DESCRIPTION	AMOUNT
	<u>Master Agreement # 13 & 20</u>	
7750-443000	Purchases - Supplies	\$ 14,000.00
7750-524500	Repair & Maint - Equipment	\$ 583.04
7750-527500	Waste Disposal	\$ 225,300.00
7750-562400	Uniforms	\$ 5,000.00
7750-567000	Supplies	\$ 534.40
	OCC Total:	\$ 245,417.44
	<u>Master Agreement # 13 & 20</u>	
3000-527500	Waste Disposal Service	\$ 3,000.00
3000-567000	Supplies	\$ 2,500.00
	GWC Total:	\$ 5,500.00

RATIFICATION/APPROVAL OF CHECKS
CCCD ENTERPRISE BOARD
JULY - SEPTEMBER 2023

CHECK #	VENDOR	AMOUNT	SPLIT	ACCOUNT	SITE
75895	CCCD FOUNDATION	4,097.25		7750-535300	OCC
75896	LOPEZ WORKS INCORPORATED	13,775.00		7750-527500	OCC
75897	C R & R INCORPORATED	2,283.80		7750-527500	OCC
75898	COAST COMMUNITY COLLEGE DISTR	20,875.00		7750-567360	OCC
75899	OCC ANCILLARY A/R	10,000.00	41,450.00	7750-522500	OCC
		7,600.00		7750-535000	OCC
		7,600.00		7750-537400	OCC
		15,000.00		7750-560000	OCC
		1,250.00		7750-568200	OCC
75900	OCC CO-CURRICULAR	86,520.00		7750-444500	OCC
75901	COAST COMMUNITY COLLEGE DISTR	2,916.67		7750-567350	OCC
75902	OCC ANCILLARY A/R	34,940.00		7750-535200	OCC
75903	ALONTI CAFE & CATERING	249.98		7750-565000	OCC
75904	BURKE, WILLIAMS & SORENSEN, LLP	1,334.00		7750-566300	OCC
75905	COAST COMMUNITY COLLEGE DISTR	63,520.17		7000-202000	OCC
75906	OCC ANCILLARY A/R	40,940.00		7750-535000	OCC
75907	CCCD FOUNDATION	5,055.98		7750-535300	OCC
75908	COAST COMMUNITY COLLEGE DISTR	6,701.07	6,811.77	7750-520550	OCC
		110.70		7750-567000	OCC
75909	OCC ANCILLARY A/R	10,000.00	86,390.00	7750-522500	OCC
		7,600.00		7750-535000	OCC
		34,940.00		7750-535200	OCC
		7,600.00		7750-537400	OCC
		15,000.00		7750-560000	OCC
		10,000.00		7750-560500	OCC
		1,250.00		7750-568200	OCC
75910	OCC CO-CURRICULAR	69,216.00		7750-444500	OCC
75911	ASOCC	120.03		7750-567000	OCC
75912	LOPEZ WORKS INCORPORATED	13,775.00		7750-527500	OCC
75913	GORM, INC.	1,232.01		7750-443000	OCC
75914	STEAMX, LLC	583.04		7750-524500	OCC
75915	AUDIENCE VIEW TICKETING CORP.	2,250.00		7750-564500	OCC
75916	C R & R INCORPORATED	2,780.01		7750-527500	OCC
75918	COAST COMMUNITY COLLEGE DISTR	2,916.67		7750-567350	OCC
75919	COAST COMMUNITY COLLEGE DISTR	16,700.00		7750-567360	OCC
75920	COAST COMMUNITY COLLEGE DISTR	59,829.02		7000-202000	OCC
75921	CCCD FOUNDATION	3,466.35		7750-535300	OCC
75922	COAST COMMUNITY COLLEGE DISTR	2,916.67		7750-567350	OCC
75923	OCC ANCILLARY A/R	10,000.00	76,390.00	7750-522500	OCC
		7,600.00		7750-535000	OCC
		34,940.00		7750-535200	OCC
		7,600.00		7750-537400	OCC

RATIFICATION/APPROVAL OF CHECKS
CCCD ENTERPRISE BOARD
JULY - SEPTEMBER 2023

CHECK #	VENDOR	AMOUNT	SPLIT	ACCOUNT	SITE
		15,000.00		7750-560000	OCC
		1,250.00		7750-568200	OCC
75924	OCC CO-CURRICULAR	75,614.00		7750-444500	OCC
75925	LOPEZ WORKS INCORPORATED	13,775.00		7750-527500	OCC
75926	COAST COMMUNITY COLLEGE DISTR	18,788.00		7750-567360	OCC
75927	COAST COMMUNITY COLLEGE DISTR	120.03		7750-567000	OCC
75929	C R & R INCORPORATED	2,172.13		7750-527500	OCC
75930	COAST COMMUNITY COLLEGE DISTR	650.00		7750-569500	OCC
75931	GORM, INC.	130.41		7750-443000	OCC

OCC Total: 774,583.99

6708	Canon Solutions America, Inc	\$14.71		3000-564300	GWC
6709	CCCD	\$4,551.30		3000-535300	GWC
6710	CR&R Inc	\$5,993.62		3000-527500	GWC
6711	Ready Refresh	\$101.19		3000-534000	GWC
6712	CCCD	\$557.10	\$56,773.29	3000-501000	GWC
		\$4,998.61		3000-501010	GWC
		\$46,947.23		3000-502000	GWC
		\$3,826.71		3000-507000	GWC
		\$443.64		3000-507010	GWC
6713	E-SoftSys LLC	\$410.00		3000-564500	GWC
6714	City of Huntington Beach	\$710.80		3000-567300	GWC
6715	E-SoftSys LLC	\$410.00		3000-564500	GWC
6716	Ready Refresh	\$108.20		3000-534000	GWC
6717	So Cal Property Services	\$6,650.00		3000-527500	GWC
6718	Canon Solutions America, Inc	\$30.25		3000-564300	GWC
6719	CR&R Inc	\$6,833.07		3000-527500	GWC
6720	Golden West College	\$25.00		3000-563200	GWC
6721	Staples Credit Plan	\$302.54		3000-567000	GWC
6722	GWC Trust	\$155,290.00		3000-535310	GWC
6723	E-SoftSys LLC	\$410.00		3000-564500	GWC
6724	Golden West College	\$127.00		3000-567000	GWC
6725	So Cal Property Services	\$6,650.00		3000-527500	GWC
6726	Staples Credit Plan	\$40.22		3000-567000	GWC
6727	Canon Solutions America, Inc	\$33.56		3000-564300	GWC
6728	Ready Refresh	\$132.15		3000-534000	GWC

GWC Total: \$245,596.90

OCC: \$ 774,583.99
GWC: \$ 245,596.90

**RATIFICATION/APPROVAL OF CHECKS
CCCD ENTERPRISE BOARD
JULY - SEPTEMBER 2023**

CHECK #	VENDOR	AMOUNT	SPLIT	ACCOUNT	SITE
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TOTAL CHECKS: \$ 1,020,180.89

**CCCD ENTERPRISE BOARD
JULY - SEPTEMBER 2023**

Check Register Summary of Accounts according to Master Agreement

OCC	ACCOUNT	DESCRIPTION	AMOUNT
		<u>Master Agreement #8</u>	
	7750-535300	Management Oversight Fees	12,619.58
		<u>Master Agreement #10</u>	
	7750-444500	Purchases - Space Rent	231,350.00
		<u>Master Agreement #11</u>	
	7750-567350	Trademark License Fee	8,750.01
		<u>Master Agreement #22</u>	
	7000-202000	Accounts Payable - Payroll	123,349.19
	7750-535200	Management Fees	104,820.00
	7750-537400	Security	22,800.00
	7750-560000	Accounting/Tax Expense	45,000.00
		<u>Master Agreement #28</u>	
	7750-522500	Rent Expense - Bldg	30,000.00
		<u>Master Agreement #13 & 20</u>	
	7750-443000	Purchase Supplies	1,362.42
	7750-520550	Insurance - Directors & Officers	6,701.07
	7750-524500	Repair & Maint - Equipment	583.04
	7750-527500	Waste Disposal	48,560.94
	7750-535000	Maintenance	63,740.00
	7750-560500	Advertising	10,000.00
	7750-564500	Equipment - Lease/Rental	2,250.00
	7750-565000	Food & Beverage	249.98
	7750-566300	Legal Fees	1,334.00
	7750-567000	Office Supplies	350.76
	7750-567360	Parking	56,363.00
	7750-568200	Public Relations	3,750.00
	7750-569500	Taxes - Federal	650.00
TOTAL OCC:			\$ 774,583.99

GWC	ACCOUNT	DESCRIPTION	AMOUNT
		<u>Master Agreement #8</u>	
	3000-535300	Management Oversight Fees	4,551.30
		<u>Master Agreement #13 & 20</u>	
	3000-527500	Waste Disposal Service	26,126.69
	3000-534000	Services	341.54
	3000-563200	Bank Charges	25.00
	3000-564300	Service Maintenance Agreements	78.52
	3000-567000	Supplies	469.76
	3000-567300	Permits	710.80
		<u>Master Agreement #22</u>	
	3000-501000	Salaries - Contract	557.10
	3000-501010	Salaries - Management	4,998.61
	3000-502000	Salaries - Hourly	46,947.23
	3000-507000	Salaries - Fringe Benefits	3,826.71
	3000-507010	Salaries - Fringe Benefits (MGT)	443.64
	3000-535310	Campus Assessments	155,290.00
	3000-564500	Technology Software/Support	1,230.00
TOTAL GWC:			\$ 245,596.90

RESOLUTION 2023-1

A Resolution of the Board of Directors of Coast Community College District Enterprise, Inc. Declaring Vacancy on Board of Directors

WHEREAS, Arlis Reynolds, has not attended a meeting of the Board of Directors since January of 2022; and

WHEREAS, efforts to obtain a written resignation from Ms. Reynolds have been unsuccessful.

NOW THEREFORE, be resolved that the Board of Directors' position held by Arlis Reynolds is declared vacant as of September 14, 2023.

I, Julie Clevenger, Secretary of the Coast Community College District Enterprise, Inc, hereby certify that on this day, the thirtieth of November in the year two thousand and twenty-three, this Resolution was adopted by the Enterprise, Inc. Board of Directors by a vote of:

Ayes:

Noes:

Abstain:

Absent:

Julie Clevenger
Coast Community College District Enterprise, Inc.
Secretary