



Coast Community College District Enterprise, Inc.

BOARD OF DIRECTORS REGULAR MEETING

October 13, 2016 at 12 noon

BOARD OFFICE CONFERENCE ROOM

1370 Adams Ave., Costa Mesa, CA 92626

MINUTES

I. Call to Order

The meeting was called to order at 12:02 p.m.

II. Roll Call

Present:

Mr. David Cline, Mr. Jim McIlwain, Mr. Raymond Roberts, Trustee Mary Hornbuckle, Chancellor John Weispfenning, and Student Trustee Stephanie Eichman.

Absent:

Mr. Richard Kapko and Ms. Sharon Donoff

In Attendance:

Dr. Rich Pagel, Ms. Janet Houlihan, Ms. Candy Lundell, Ms. Julia Clevenger, Mr. Bill Kerwin, Mr. Dana Swart, Ms. Rachel Snell, Dr. Jack Lipton, and Ms. Jane Burton.

On behalf of the Board, Mr. Cline extended appreciation to Mr. Roberts for his service to the Enterprise Corporation.

III. Opportunity for Public Comment

There were no requests to address the Enterprise Board.

IV. Approval of Minutes from Meeting of July 21, 2016

On a motion by Mr. McIlwain, seconded by Mr. Roberts, the Board of Directors voted 5-0-2 to approve the minutes of the July 21, 2016 Meeting as amended.

Members Voting Yes: Mr. Cline, Mr. McIlwain, Mr. Roberts, Chancellor Weispfenning, and Student Trustee Eichman

Members Voting No: None

Members Absent: Mr. Kapko and Ms. Donoff

V. Swap Meet Operations/Construction Update

a. Orange Coast College

Dr. Pagel provided a construction update on Project D, Aquatics Center, Student Housing, Recycling Center and Costa Mesa City/OCTA projects. Construction impact on parking was estimated at 18 months to 2 years. Ms. Clevenger provided an update on Swap Meet operations and reported recent marketing efforts to boost attendance, including radio advertising. She responded to Board questions on television advertising and possible parking on Merrimac Street.

b. Golden West College

Ms. Houlihan reported on construction projects and the impact on swap meet operations. Ms. Houlihan introduced Ms. Candy Lundell, who manages Golden West Swap Meet. She reported that the swap meet would close on Saturday, October 22nd for the 50th Anniversary Celebration Home Football Game, resulting in \$30,000 loss in revenue. Ms. Houlihan also reported efforts to increase number of monthly vendors. She responded to Board questions on construction timeframe.

VI. Report and Ratification of Staff Board Deliverables per Master Agreement Requirements Sections 8, 10, 11, 13, 20, 22 and 28

Mr. Swart provided a comprehensive overview of the Staff Board Deliverables per the Master Agreement requirements. He also reviewed and responded to questions on the status of the Enterprise's performance in comparison to the fiscal year ending June 30, 2016. Staff Board Deliverables would be sent to the Coast Community College Board of Trustees the first meeting of November 2016. On a motion by Chancellor Weispfenning, seconded by Mr. McIlwain, the Board of Directors voted 5-0-2 to ratify deliverables.

Members Voting Yes:	Mr. Cline, Mr. McIlwain, Mr. Roberts, Chancellor Weispfenning, and Student Trustee Eichman
Members Voting No:	None
Members Absent:	Mr. Kapko and Ms. Donoff

On a motion by Chancellor Weispfenning, seconded by Mr. McIlwain, the Board of Directors voted 5-0-2 to ratify expenditures for previous quarter.

Members Voting Yes:	Mr. Cline, Mr. McIlwain, Mr. Roberts, Chancellor Weispfenning, and Student Trustee Eichman
Members Voting No:	None
Members Absent:	Mr. Kapko and Ms. Donoff

VII. Reports

a. Financial Reports (Combined for GWC and OCC)

Mr. Swart gave a brief overview of the Financial Statements for the period ending June 30, 2016, reporting that total assets combined were \$1,622,528. Total liabilities combined were \$747,501 and total equity combined was \$875,027. Actual revenue combined was \$5,989,674 and actual operating expenses totaled \$2,558,391. Total expenditures were \$6,010,742 and net revenue totaled \$1,749. Trustee Hornbuckle requested *Total* column be renamed *Actual*.

b. Ratification of Insurance Renewal for the 2016-2017 Policies

Mr. Kerwin reviewed and responded to Board questions on the distributed Insurance Renewal policies for General Liability and Director and Officer coverage. Coverage was effective July 1, 2016 through July 1, 2017. Dr. Lipton asked for clarification of the General Liability coverage as it pertains to vendors. Mr. Kerwin summarize the provisions and exclusions of the policy. On a motion by Mr. McIlwain, seconded by Mr. Roberts, the Board of Directors voted 5-0-2 to ratify policies as presented.

Members Voting Yes:	Mr. Cline, Mr. McIlwain, Mr. Roberts, Chancellor Weispfenning, and Student Trustee Eichman
Members Voting No:	None
Members Absent:	Mr. Kapko and Ms. Donoff

c. Proposition 51 Update

Ms. Houlihan updated the Board on Proposition 51. Proposition 51 authorizes \$9 billion in general obligation bonds for new construction and modernization of K-12 public school facilities, charter schools, vocational education facilities, and California Community Colleges facilities. Support for Proposition 51 had decreased to 47% in September. Enterprise supported Proposition 51 with a \$38,000 contribution. Mr. Jerry Marchbank to update the Board on status at the next Enterprise meeting.

VIII. Review, Discuss and Possible Action on Proposed Price Increase and Timeline

Ms. Clevenger and Ms. Lundell reviewed and responded to the Board possible action on proposed price increase and timeline. Construction caused hardships on some of the vendors and they expressed concerns over proposed price increase. Comps were researched and found that fees are in line with other college swap meets. The Board requested a timeline and circumstances that would merit price increases.

IX. Future Agenda Items

- a. Insurance Renewal for the 2016-2017 Policies – Ratification
- b. Report and Adoption of 2016-2017 Budget – Rate Increases and Timeline

X. Future Meeting Dates

- a. January 12, 2017
- b. April 13, 2017
- c. July 13, 2017

XI. Adjourn

On a motion by Chancellor Weispfenning, seconded by Mr. Roberts, the Board of Directors voted 5-0-2 to adjourn the meeting at 1:22 p.m.

Members Voting Yes:	Mr. Cline, Mr. McIlwain, Mr. Roberts, Chancellor Weispfenning, and Student Trustee Eichman
Members Voting No:	None
Members Absent:	Mr. Kapko and Ms. Donoff


Secretary of the Enterprise