



Coast Community College District Enterprise, Inc.

BOARD OF DIRECTORS REGULAR MEETING

February 16, 2023 (Zoom)

MINUTES

1. Call to Order and Roll Call

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

Present:

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

Absent: None

In Attendance:

Janet Houlihan, Dr. Rich Pagel, Julie Clevenger, Rachel Snell, Paul Wisner, Maira De
La Torre, Rachel Kubik, Dr. Jack Lipton

2. Opportunity for Public Comment

There were no requests to address the Enterprise Board.

3. 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

On a motion by Chancellor Yamamura, seconded by Mr. Cline, the Board of Directors voted to extend the authorization to conduct board meetings remotely due to the Covid-19 emergency, because meeting in person would present imminent risks to the health and safety of attendees.

Motion passed unanimously with the following vote:

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

Future Enterprise meetings would be held in person at the District Office.

4. Approval of Minutes from Regular Meeting of December 14, 2022

On a motion by Mr. Cline, seconded by Chancellor Yamamura, the Board of Directors voted to approve the minutes of December 14, 2022.

Motion passed unanimously with the following vote:

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

5. Appointment of Officers of the Enterprise

On a motion by Mr. Cline, seconded by Mr. Armendariz, the Board of Directors voted to appoint Julia Clevenger as Secretary of the Enterprise Corporation.

Motion passed unanimously with the following vote:

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

6. Swap Meet Operational Update

a. Golden West College

Janet Houlihan provided an update. Golden West was doing great and selling out every weekend.

- Fee increases for vendors had begun March 1, 2023.
- Work was in process with IT on a Wi-Fi project to help the vendors.
- The Language Arts project was continuing and had not been an issue.
- The cleaning company had left debris with nuts and bolts left behind and would be taken care of.
- The operations team had done an amazing job.

b. Orange Coast College

Dr. Richard Pagel provided an update. OCC was doing great and selling out most weekends.

- Fee increases for vendors had begun November 2022.
- The college's new Chemistry Bldg. construction did not have an impact.
- A new parking system and revenues would be implemented in the future.

-Construction on the solar panel covered areas was complete.

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 provided the financial update for the Board of Directors for the Quarter ending December 31, 2022.

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

All documents were reviewed, discussion items included:

Statement of Net Assets:

Total Cash in Bank: \$838,107

Total Assets: \$1,055,048

Total Liabilities: \$678,671

Net Profit: \$267,084

Total Liabilities and Equity: \$1,055,048

Statement of Revenue and Expenses:

Total Revenue Actuals Total: \$2,986,496

Total Expenses: \$2,718,613

Net Revenue: \$267,083

On a motion by Mr. Armendariz, seconded by Ms. Ortega, the Board of Directors voted to approve the deliverables for the quarter ending December 31, 2022 as presented and ratify the purchase orders and checks.

Motion passed unanimously with the following vote:

Ayes: Mr. Armendariz, Ms. Blankenhorn, Ms. Ortega, Mr. Cline, and Chancellor Yamamura

Nos: None

Abstain: None

Absent: None

8. Review, Discussion and Possible Action regarding Conflict of Interest/Code of Ethics/AP 3600

The Conflict-of-Interest form and information was reviewed. Dr. Rich Pagel provided a brief verbal summary describing the purpose of the Conflict-of-Interest document and the protections the signed document offers for the Enterprise Corporation. The Directors and Officers were asked to sign and return the form at their earliest convenience.

9. Participation in the July 4th Huntington Beach Parade

The topic was discussed at length, and it was agreed the Enterprise Corporation would be supportive of student led committees with the approval of the Presidents and Vice

Presidents of the two swap meets to move forward with one float entry for the July 4th Huntington Beach Parade. Funds already allocated for the advertising budget are available up to \$5,000.00 if requested. In addition, it was agreed it would be appropriate for the students to also request contributions from the District Foundations in support of the float and parade activities.

10.Future Agenda Items

- a. July 4th Huntington Beach Parade - Update
- b. Recognize the Student Trustee – John Bruning
- c. Parking Fees for the Swap Meets
- d. Cleaning Fees or other Fees for the Swap Meets

11.Future Meeting Date

The next Enterprise Board of Directors meeting was scheduled for Thursday, April 27, 2023 at 12:00 noon in person.

12.Recess to Closed Session

Conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public. Closed session convened at 1:09 p.m.

a. Conference with Legal Counsel – Anticipated Litigation.

Significant exposure to litigation pursuant to sub-sections “d-2” and “e-2” of Government Code Sections 54956.9:

Angie De La Paz vs. Coast CCD, Orange County Superior Court Case No. 30-2020-01160473
Crispina Barrita vs. Coast CCD, Orange County Superior Court Case No. 30-2022-01298015

13.Reconvene to Open Session

Open session reconvened at 1:16 p.m.

14.Report of Action in Closed Session (if any)

There was no report of action from closed session.

15.Adjournment

The meeting was adjourned at 1:16 p.m.


Julie Clevenger, Secretary of the Enterprise