



Coast Community College District Enterprise, Inc.

BOARD OF DIRECTORS REGULAR MEETING

April 25, 2024 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 12:04 p.m.

Present:

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

Absent: Student Trustee John Bruning

In Attendance:

Julie Clevenger, Rich Pagel, Rachel Snell, Paul Wisner, Dr. Jack Lipton, Rick Hicks, Trustee Parker, Rachel Kubik, Ruben Barriga, Rachel Kubik, Crystal Crane, Brandi Williams, Paul Wisner, Maira De La Torre, Meridith Randall

2. Opportunity for Public Comment

There were no requests to address the Enterprise Board.

3. Approval of Minutes from Regular Meeting of February 15, 2024

On a motion by Mr. Armendariz, seconded by Mr. Cline, the minutes from February 15, 2024 were approved.

Motion passed unanimously with the following vote:

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

4. Swap Meet Operational Update

- a. Golden West College – Rick Hicks
The GWC swap meet was continuing strong and was already sold out for May.
- b. Orange Coast College – Rich Pagel
 - * OCC was doing very well and was selling out spaces at 100%.
 - * The City of Costa Mesa would begin intersection road improvements to be completed by November 2024.
 - * A new street sweeper for the swap meet areas was on site to control construction nails.
 - * Dr. Pagel recognized Ruben Barriga and his efforts working toward implementing a proposed fee increase for the swap meets.

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

Rachel Kubik provided the financial update.

Total Assets: \$1,872,170
Total Liabilities: \$1,190,323
Total Equity: \$676,848
Total Liabilities & Equity: \$1,872,170
Total Revenue Actuals: \$5391,342
Total Master Agreement Expenses Actual: \$4,382,013
Total Expenses Actual: \$5,003,487
Total Net Revenue Actual \$387,205

Trademark fees for the colleges was discussed.

On a motion by Mr. Armendariz, seconded by Chancellor Yamamura, the Board of Directors voted to approve the Financials, Quarterly Reports and Deliverables and Ratify the Purchase Orders and Checks for Quarter Ending March 31, 2024.

Motion passed unanimously with the following votes:

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

6. Discuss Revenue Trends and Expenses Based on Inflation

Rachel Kubick provided detailed information for the Board to review the revenue trends and expenses based on inflation.

The Statement of Revenue and Expenses ECPI Index percentages were discussed, and it was noted the numbers were compounding year over year. Increases in revenue

were not keeping up with increased costs. The ECPI Index calculations justified planning for future increases in fees at the swap meets and would prove the increases were needed to keep up with expenses. This information would be important for the vendors to understand.

The information was received and filed.

7. Discuss Trends – Compensation for Lead Employees and Other Professionals

Dr. Rich Pagel thanked Crystal Crane from Coast District HR for providing a professional experts compensation trends report for the Board. The proposed new rates and salary schedules were reviewed and discussed. This item was received and filed.

8. Discuss Fee Increases at the Swap Meets

Dr. Rich Pagel discussed swap meet competitors and their fees charged compared to the Enterprise swap meet fees charged. Fee structures were taken into consideration comparing space sizes, entrance fees, parking, monthly advances, cleaning fees and rising costs.

A fee increase was planned for June or July of 2024 for both OCC and GWC swap meets.

The proposed fee increase for each space for the vendors would rise per day from \$50 to \$55 and then \$60 in July of 2025 for 2025-2026. At the door last minute spaces would be \$60 in 2024-25 and then move up to \$65 and \$70 per day. Corner spaces would be a higher rate.

Previous rate increases were:
OCC November 2022
GWC March 2023

The information was received and filed.

9. Future Agenda Items

- a. New External Auditor Introduction
- b. Insurance – Marsh & Associates
- c. The Enterprise Budget

10. Future Meeting Date

The next Enterprise meeting will be held August 1, 2024 at noon.

11. Recess to Closed Session

Conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public.

Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-sections "d-2" and "e-2" of Government Code Section 54956.9.

Three cases:

Lawsuit by Crispina Barrita against the District
Claim by Berta Gonzalez against the District
Claim by Iris Gonzalez against the District

12. Reconvene to Open Session

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

There was no report of action from closed session.

14. Adjournment

The meeting was adjourned at 12:59 p.m.



Julie Clevenger, Secretary of the Enterprise