



# IRVINE VALLEY COLLEGE

**MINUTES OF EXECUTIVE COMMITTEE – IRVINE VALLEY COLLEGE FOUNDATION  
HELD AT IRVINE VALLEY COLLEGE  
ON THURSDAY, APRIL 2, 2020 AT 11:00 AM**

A meeting (the “Meeting”) of the Executive Committee for the Irvine Valley College Foundation (“Executive Committee”) was held at 11:11 am PST on April 2, 2020 via Zoom Conference call. The following members of the Board of Governors Executive Committee were present (distinguished with a ☒) constituting a quorum:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Lisa Greenberg    | <input checked="" type="checkbox"/> Eric Roark     |
| <input checked="" type="checkbox"/> Betty Jo Woollett | <input checked="" type="checkbox"/> Damien Howard  |
| <input checked="" type="checkbox"/> Michael Drennen   | <input checked="" type="checkbox"/> Cindy Vyskocil |
| <input checked="" type="checkbox"/> Rod Pierce        |  |

Janice Viskul, Development Assistant, served as meeting secretary.

Present, by invitation were Elissa Oransky, Executive Director of the Irvine Valley College Foundation (“IVC Foundation”) and Karen Orlando, Director of Annual Giving and Development Services.

## **PUBLIC COMMENT**

Elissa Oransky announced that the foundation team will be copied on emergency fund correspondence sent to the executive committee.

## **CONSENT ITEMS**

### **Meeting Minutes**

Upon motion duly made by Michael Drennen and seconded by Eric Roark, the executive committee approved the minutes from the February 6, 2020 meeting with abstentions from Cindy Vyskocil and Betty Jo Woollett.

### **Expenditure Ratification**

Upon motion duly made by Eric Roark and seconded by Betty Jo Woollett, the executive committee unanimously approved the following proposal:

**RESOLVED:** the executive committee agrees to accept and forward the expenditures from January 1, 2020 to February 29, 2020 to the board of governors for approval.

## **990**

Upon motion duly made by Eric Roark and seconded by Rod Pierce, the executive committee unanimously approved the following proposal:

**RESOLVED:** the executive committee agrees to accept and forward the 990 to the board of governors for approval.

## **FINANCE REPORT**

Eric Roark reviewed the financials.

Upon motion duly made by Lisa Greenberg and seconded by Damien Howard, the executive committee unanimously approved the following proposal:

**RESOLVED:** the executive committee agrees to accept and forward the financials to the board of governors for approval.

## **ENDOWMENT PAYOUT**

Lisa Greenberg presented the endowment payout for approval.

Upon motion duly made by Damien Howard and seconded by Rod Pierce, the executive committee unanimously approved the following proposal:

**RESOLVED:** the executive committee agrees to accept and forward the endowment payout to the board of governors for approval.

## **IVC CORONAVIRUS UPDATE**

Cindy Vyskocil provided an update on the COVID-19.

## **EMERGENCY FUND**

Upon motion duly made by Rod Pierce and seconded by Betty Jo Woollett, the executive committee unanimously approved the following proposal:

**RESOLVED:** the executive committee approves the use of up to \$40,000 from the general foundation funds to respond to COVID-19 related emergencies.

After discussion, and upon motion duly made by Eric Roark and seconded by Lisa Greenberg, the executive committee amended the motion to use the emergency funds for students only and allow a grant of up to \$500.

## **MEETING EXTENSION**

Upon motion duly made by Eric Roark and seconded by Michael Drennen, the executive committee unanimously approved to extend the meeting time.

## **FOUNDATION AWARDS DINNER**

Lisa Greenberg provided an update on funds raised from foundation awards dinner.

### **SCHOLARSHIPS**

Elissa Oransky provided an update and announced that the scholarship ceremony is cancelled this year. We will not require the students to hand in written thank you notes and are working on a virtual acknowledgment.

### **ANNOUNCEMENTS AND ADJOURN**

Cindy Vyskocil announced that the IVC president's search is temporarily on hold.

Meeting adjourned at 12:51 PM PST