

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF
LOS ALAMITOS COMMUNITY FOUNDATION, INC.
A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION**

SPECIAL MEETING – June 14, 2022

1. CALL TO ORDER

The Los Alamitos Community Foundation, Inc. met in a Special Session at 6:00 p.m., Tuesday, June 14, 2022, in the Council Chambers, 3191 Katella Ave., President Delavigne presiding.

2. ROLL CALL

The following directors, constituting a quorum of the full board, were present at the meeting:

President John Delavigne, District 5 Representative
Secretary Mark Chirco, City Council Representative
Treasurer Shelley Hasselbrink, City Council Representative
District 1 Representative: Daniel Gallagher
District 2 Representative: Vacant
District 4 Representative: Debbie Kent
Business Representative (Southland Credit Union): Tamra Smalewitz

City Staff: Chief Michael Claborn
Emeline Noda, Director of Recreation and Community Services
Chelsi Wilson, Administrative Services Manager

Absent:

District 3 Representative: Corey Lakin
Business Representative (Epson America): Malena Madrid

3. PLEDGE OF ALLEGIANCE

President Delavigne led the Pledge of Allegiance.

4. PUBLIC COMMENT

President Delavigne opened Oral Communications. There being no one present requesting to speak, President Delavigne closed Oral Communications.

5. CONSENT CALENDAR

A. APPROVAL OF MINUTES

Motion/Second: Hasselbrink/Kent

Abstain: Secretary Mark Chirco, City Council Representative

Motion Carried: The Los Alamitos Community Foundation, Inc. approve the Regular Meeting Minutes of May 9, 2022.

6. INTERVIEWS & APPOINTMENTS

Adding Directors to the Board requires an interview and appointment for District Representatives and Business Representatives to the Los Alamitos Community Foundation, Inc. Trisha Murphy was not available.

Recommendation: Appoint Trisha Murphy as the District 2 Director for a term of 2 years

Motion/Second: Hasselbrink/Kent

Unanimously Carried: The Board of Directors approved Trisha Murphy to represent District 2 on the Board.

7. OATH OF OFFICE

All Board Members are required to take the Oath of Office to serve on the Los Alamitos Community Foundation, Inc.

Staff administered the Oath of Office to newly appointed Directors who were present and appointed Directors signed an Oath of Office.

8. DISCUSSION ITEMS

A. BEER AND WINE BOOTH FUNDRAISING OPTION

The Board of Directors discussed and provided feedback for the beer and wine booth at City events for the Los Alamitos Community Foundation.

Receive and file.

Directors Delavigne, Kent, Gallagher and Hasselbrink will be certified. The foundation shall reimburse the cost of certification to Directors.

Motion/Second: Chirco/Gallagher

Unanimously Carried: The Board of Directors approved the future reimbursement of certification.

B. LOS ALAMITOS COMMUNITY FOUNDATION WEBSITE OPTIONS

The Board of Directors received an update from Director Tamra Smalewitz on status of website design.

Update: Director Smalewitz provided images of the proposed website.

Receive and file.

C. DEPARTMENT WISH LIST PRESENTATIONS

The Board of Directors reviewed the list from each City Department of items desired to be potentially funded by the Los Alamitos Community Foundation and determined the following priorities (in no particular order) for future funding.

1. Tree City, USA: Thousand Tree Initiative
2. PD Canine Program
3. Adaptive Recreation Program (allowing special needs children to participate in city events and programs)

Motion/Second: Chirco/Hasselbrink

Unanimously Carried: The Board of Directors approved the Wish List Items proposed above for future funding by the Los Alamitos Community Foundation, Inc.

D. CALENDAR OF EVENTS

The Board of Directors reviewed the list from each City Department of items desired to be potentially funded by the Los Alamitos Community Foundation and determined the following priorities for future funding.

1. Casino Night tentatively scheduled for November 12, 2022 @ Community Center (backup date of November 19, 2022 if the Community Center is occupied)
2. Beer & Wine Booths at City events starting mid-July upon certification of board members and application
3. Glow Items Sales Booth for 4th of July (planning underway)

Motion/Second: Gallagher/Delavigne

E. ASSIGNMENTS FOR PROPOSED EVENTS OR PROJECTS

The Board of Directors brainstormed and discussed ideas for future fundraising opportunities to support the Foundation's Mission to:

"The Los Alamitos Community Foundation encourages, supports, and facilitates philanthropy and events to improve and enrich the lives of people in Los Alamitos."

1. Glow Items Sales Booth for 4th of July - no assignment necessary
2. Beer & Wine Booths at City events – Treasurer Shelley Hasselbink
3. Casino Night – President John Delavigne, Director Kent, Treasurer Hasselbink

Motion/Second: Smalewitz/Hasselbink

Unanimously Carried: The Board of Directors approved the assignments for upcoming events and projects.

9. BOARD OF DIRECTORS REPORTS

No Director reports.

10. ADJOURNMENT

There being no further business to come before the meeting, the meeting was adjourned at 7 p.m.



Mark Chirco, Los Alamitos Community Foundation Secretary

Date: 9/12/22