# ASFCCC Committee Meeting Summary

## March 18, 2025 @ 3:00pm – 4:30 pm

## Location: ZOOM <https://laccd.zoom.us/j/83782286241?pwd=OBdZLWzw5YeC9QSkOKaWc139jqNwNv.1>

**(\*notes present)**

Attendance: Robert L. Stewart Jr. (President)\*, Carlos Guerrero\*, Christopher Howerton (Secretary)\*, Mitra Sapienza\*, Kimberley H. Stiemke (Treasurer)\*, Krystinne Mica\*

**Others in Attendance:** Tonya Davis,

1. Call to Order- meeting called to order at 3:04pm
2. Approval of today’s Agenda and Minutes from February 25, 2025 - Motion to approve the agenda **Guerrero/Stiemke (M/S/C);** Motion to approve Minutes from February **Guerrero/Sapienza (M/S/C)**
3. ASFCCC Website Update – Update by Mica: the website is live; some minor edits and revisions are in process. The directors had some discussion about the desire to continue to update photos on the website from our events. There maybe an option for a carousel of photos to be linked into the page that can be updated as desired for currency.
4. Donor Letter Distribution Update – Donor Sheet Update (if needed) – [Tracking Document Here](%3A%20https%3A/docs.google.com/file/d/1-EzqyS45kHosQjzcwmxd4q0Dd3DYs-29/edit?filetype=msexcel) (non-edit version) – Thank you to the directors who have sent out letters. Many of the directors have had to update contact information for presidents, chancellors, and local senate presidents. Next step: President Stewart and Director Mica will connect regarding a joint letter to partner organizations as for additional foundation donation requests. Clarity on the “sponsor list” request and that it is a different request from the donor letter blitz activity we are currently doing for the local college/district canvas donation campaign. Directors are encouraged to meet with potential donors if invited to meet. Major talking points (from a CEO perspective) PD for faculty and investment back to their college. We are also able to connect them back to Krystinne for actual formal sponsorship to our event. The director also discussed the need for vetting for any large organization to ensure that there is alignment to our DEI commitment and ensure alignment with our mission as an organization. Large Fortune 500 organizations for potential consideration was shared
5. Spring 2025 Plenary Session – Spring Plenary Self-Care Lounge/Foundation Shredders Update/Sponsorship – Tabling at plenary. Update on local college sponsorship was shared by Tonya Davis. The Directors discussed further potential outreach for other local college connections to potentially increase sponsorship for our event. We will have an additional BO room for our self-care room. Tonya was also able to secure 2 couches with a $445 cost, 50 personal shredders have been ordered $600 (over $100 from what we agreed) to at our last meeting. **Guerrero/Howerton (M/S/C)** to authorize the additional cost for the shredders. The other self-care items ($200) Current Total: approx. $1400. A few other suggestions were added for the self-care options. With all these additions we have capped our budget to no more than $5000 especially now that we have a local college sponsor. Any additional requests need to be sent to Tonya by Friday (March 21, 2025). There is also desire to bring the large games.
6. Foundation Bylaws Update Review and Adoption/Including Job Descriptions: Robert sent the updated documents to the Directors. Next steps after the foundation directors approve, the document will need to through legal council and then approval to ASCCC Exec (hopefully May meeting). Robert has provided some minor revisions. The directors reviewed the draft document and provided some minor suggestions. A clean version will be sent to the directors. Draft and suggestions will be shared with legal council with final action of supporting these updates during the foundation directors’ April meeting.
7. Native American Conference Scholarship: Action – tabled until next meeting.
8. Innovation Scholarship: Table until April meeting – update: edits have been made and is ready for directors to review and discuss during our next meeting.
9. Report and Updates:
	1. Area Competition/Fundraising Efforts: Update: Area C is currently in the lead.
10. Reminder: Awards/Scholarships:
	1. Spring Plenary Scholarships – April 24-26, 2025 Irvine – review for these scholarships will be soon.
	2. APAHE – April 10-11, 2025 Oakland – Board members are asked to finalize reviewing scholarship applications by March 20th and forward top 6 rankings to Amy.
11. New Business – Next meeting is scheduled for April 22 10-11:30am,
12. Adjournment – Meeting adjourned at 4:31pm