



AGENDA

IRVINE COMMUNITY ALLIANCE FUND REGULAR MEETING

September 26, 2019

11:30 a.m.

**Community Services
Conference Room B-204
One Civic Center Plaza
Irvine, California**

Speaker's Card/Request to Speak: If you would like to address the Board on a scheduled agenda item, please complete the Request to Speak Form. The card is at the table at the entrance to the conference room. Please identify on the card your name, address (optional), and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the President in ensuring that all persons wishing to address the Board are recognized. Your name will be called at the time the matter is heard by the Board.

CALL TO ORDER

ROLL CALL

BOARD MEMBER:	LAURIE HOFFMAN
BOARD MEMBER:	PATTY VIDOVICH
BOARD MEMBER:	VACANT
SECRETARY:	MICHAEL DOMINGUEZ
CHIEF FINANCIAL OFFICER:	MIKE CRIBBIN
VICE PRESIDENT:	PATRICIA FIERRO
PRESIDENT:	DONNA THERIAULT

ANNOUNCEMENTS

Announcements are for the purpose of presenting brief comments or reports, are subject to California Government Code Section 54954.2 of the Brown Act and are limited to 15 minutes per meeting.

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Copy of Irvine Community
Alliance Fund agenda



ADDITIONS AND DELETIONS TO THE AGENDA

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Board meeting.

PUBLIC COMMENTS

Any member of the public may address the Board on items within the Board's subject matter jurisdiction but which are not listed on this agenda during public comments. However, no action may be taken on matters that are not part of the posted agenda. Public comments are scheduled for 30 minutes and are limited to 3 minutes per person. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

COMMITTEE REORGANIZATION

IRVINE COMMUNITY ALLIANCE FUND REORGANIZATION

RECOMMENDED ACTION:

- 1) Selection of Irvine Community Alliance Fund Board of Directors President: Chair or designee declares nominations open for Chair and calls for Committee vote.
- 2) Selection of Vice President, Chief Financial Officer, and Secretary: Newly-elected or reappointed Irvine Community Alliance Fund President declares nominations open for Vice President, Chief Financial Officer, and Secretary, and calls for Committee vote.
- 3) Discussion of Board composition: Consider impacts of possible Board reduction from seven (7) total members to five (5) total members.

PRESENTATION

1. **CITY OF IRVINE COMMUNITY SERVICES DONATION SUMMARY**

BOARD BUSINESS

1. **APPROVAL OF IRVINE COMMUNITY ALLIANCE FUND BOARD MINUTES**

RECOMMENDED ACTION:

Approve minutes of the Irvine Community Alliance Fund Regular Board held October 4, 2018.

2. **CHIEF FINANCIAL OFFICER'S REPORT**

RECOMMENDED ACTION:

Receive and file.

ADJOURNMENT

Next Meeting: Irvine Community Alliance Fund Annual Regular Meeting, September 24, 2020 at 4:30 p.m., in Community Services, Second Floor, Conference Room B-203, Irvine Civic Center, One Civic Center Plaza, Irvine, California.

NOTICE TO THE PUBLIC

At 11:00 p.m., the Irvine Community Alliance Fund will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 midnight and will continue all other items on which additional time is required until a future Commission meeting. All meetings are scheduled to terminate at 12:00 midnight.

STAFF REPORTS

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Irvine Community Alliance fund liaison and are available for public inspection and copying once the agenda is publicly posted, at least 72 hours prior to a meeting. Staff reports can also be downloaded from the City's website beginning the Monday prior to the scheduled Irvine Community Alliance Fund meeting on Thursday.

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Irvine Community Alliance Fund liaison at (949) 724-6687.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Community Alliance Fund regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/handouts:

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Irvine Community Alliance Fund. Please provide seven copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Irvine Community Alliance Fund Board Members at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

AMERICANS WITH DISABILITIES ACT: It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the Irvine Community Alliance Fund Secretary at 949-724-6655 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

COMMUNICATION DEVICES

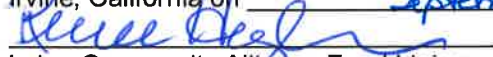
To minimize distractions, please be sure all personal communication devices are turned off or on silent mode.

MEETING SCHEDULE

Annual meetings of the Irvine Community Alliance Fund are held in accordance with dates selected by the Irvine Community Alliance Fund Board of Directors at 4:30 p.m. unless otherwise noted. Agendas are available at the following locations:

- Community Services Lobby
- Public Safety Lobby
- City's web page at www.ci.irvine.ca.us

I hereby certify that the agenda for the Irvine Community Alliance Fund meeting was posted in accordance with law in the posting book located in the Public Safety Lobby of the Civic Center, One Civic Center Plaza, Irvine, California on September 19, 2019 by 5:30 p.m.


Irvine Community Alliance Fund Liaison

PRESENTATION – ITEM 1

***CITY OF IRVINE COMMUNITY SERVICES
DONATION SUMMARY***

(There is no report associated with this item)

Irvine Community Alliance Fund

September 26, 2019

CITY OF IRVINE



COMMUNITY SERVICES DONATION SUMMARY

July 1, 2016 through June 30, 2019

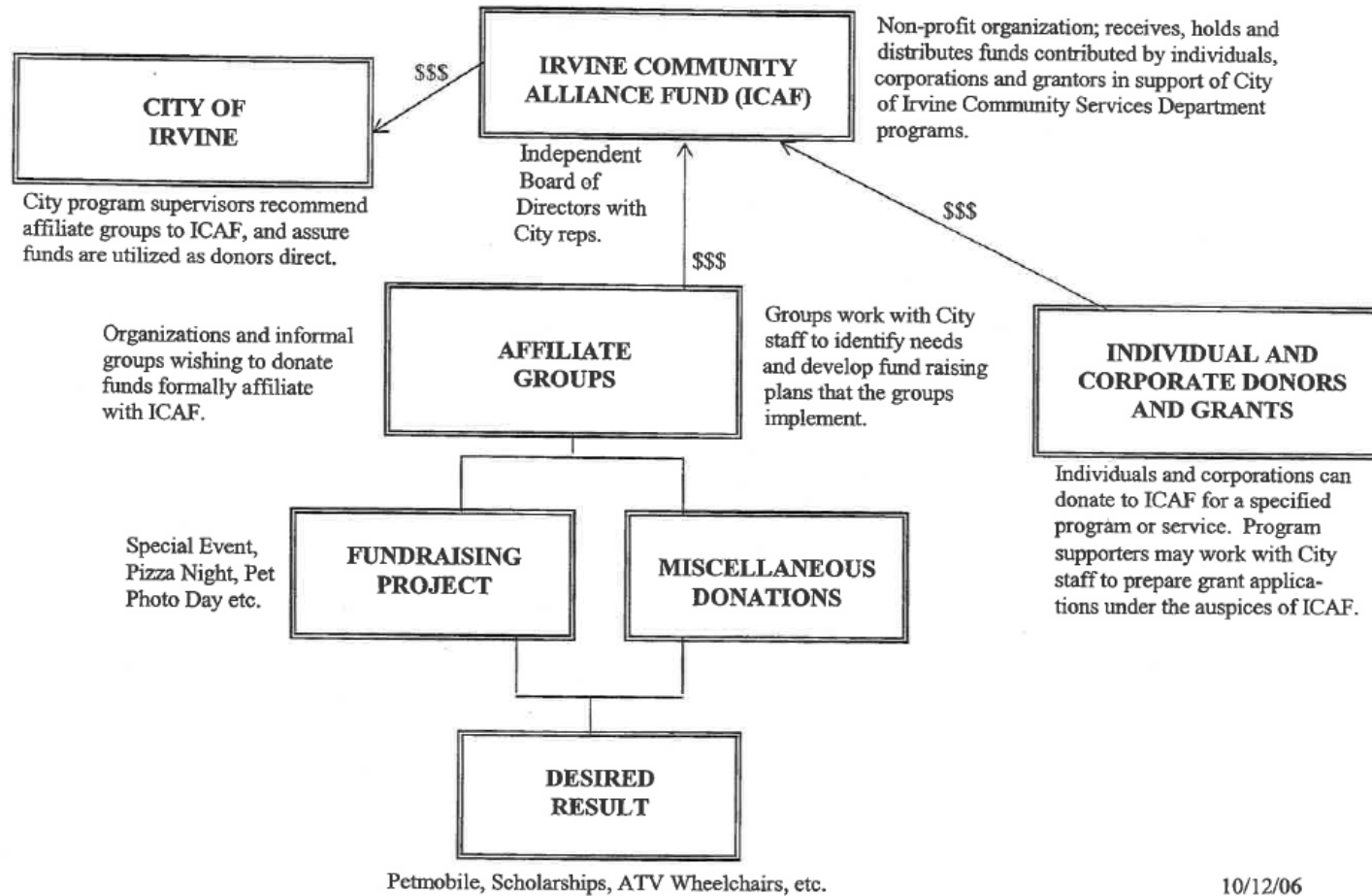
Section	FY 2016 - 17	FY 2017 – 18	FY 2018 – 19
Seniors	\$ 185,320	\$ 323,340	\$ 236,198
Irvine Animal Care Center	197,148	172,347	151,506
Child, Youth & Family	4,529	2,056	634
Irvine Fine Arts Center	3,409	1,551	2,431
Special Events (Irvine Global Village, Winter Wonderland)	-	-	5,895
Community Parks	-	1,173	1,300
Other (Sections less than \$1,000)	1,560	637	315
	\$ 391,965	\$ 501,104	\$ 398,279



COMMUNITY SERVICES DONATION SUMMARY

CITY OF IRVINE COMMUNITY SERVICES DEPARTMENT

IRVINE COMMUNITY ALLIANCE FUND (ICAF) OPERATION



10/12/06



BOARD BUSINESS – ITEM 1

MINUTES



MINUTES

IRVINE COMMUNITY ALLIANCE FUND REGULAR MEETING

October 4, 2018

4:30 PM

Community Services Conference Room B-203
One Civic Center Plaza
Irvine, California

CALL TO ORDER

The regular meeting of the Irvine Community Alliance Fund was called to order at 4:39 p.m. by President Theriault.

ROLL CALL

PRESENT: 6	PRESIDENT:	DONNA THERIAULT
	VICE PRESIDENT:	PATTY VIDOVICH
	BOARD MEMBER:	PATRICIA FIERRO
	BOARD MEMBER:	LAURIE HOFFMAN
	CHIEF FINANCIAL OFFICER:	MIKE CRIBBIN
	SECRETARY:	MICHAEL DOMINGUEZ
ABSENT: 1	BOARD MEMBER:	VACANT

ANNOUNCEMENTS

There were no announcements.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions and deletions to the agenda.

PUBLIC COMMENTS

There were no public comments.

PRESENTATION

1. CITY OF IRVINE COMMUNITY SERVICES DONATION SUMMARY

Chief Financial Officer Cribbin provided a presentation on donations received by the Community Services Department from July 1, 2015 through June 30, 2018. Total donations were as follows: Fiscal Year 2015-16 \$344,173; Fiscal Year 2016-17 \$391,965; and Fiscal Year 2017-18 \$501,104.

BOARD BUSINESS

2. APPROVAL OF IRVINE COMMUNITY ALLIANCE FUND BOARD MINUTES

ACTION: Moved by President Theriault and seconded by Board Member Vidovich to approve the minutes of the Irvine Community Alliance Fund meeting held on December 7, 2017.

The motion carried as follows:

AYES: 6 Board Members: Theriault, Fierro, Vidovich, Cribbin, Hoffman, Dominguez

3. IRVINE COMMUNITY ALLIANCE FUND ELECTION OF OFFICERS

President Theriault called for nominations for President, Vice President, Chief Financial Officer, and Secretary of the Irvine Community Alliance Fund. Board discussion ensued and officer nominations were then moved by President Theriault, seconded by Vice President Fierro and by unanimous vote, the election of officers is as follows:

President:	Donna Theriault
Vice President:	Patricia Fierro
Chief Financial Officer:	Mike Cribbin
Secretary:	Michael Dominguez

The motion carried as follows:

Ayes: 6 Board Members: Theriault, Fierro, Vidovich, Cribbin, Hoffman, Dominguez

4. CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Cribbin provided an update on donations. For the period July 1, 2017 through June 30, 2018, \$18,039.71 was received.

ACTION:

Receive and file report.

The motion carried as follows:

Ayes: 6 Board Members: Theriault, Fierro, Vidovich, Cribbin, Hoffman, Dominguez

ADJOURNMENT

Moved by President Theriault, seconded by Board Member Fierro, and unanimously carried to adjourn the meeting at 5:36 p.m.

The next regular meeting of the Irvine Community Alliance Fund is scheduled for September 26, 2019, 4:30 p.m., at the Irvine Civic Center, Community Services, Conference Room B-203, Irvine, California.

DONNA THERIAULT, PRESIDENT

Date Approved: September 26, 2019

MICHAEL DOMINGUEZ, SECRETARY

BOARD BUSINESS – ITEM 2

CHIEF FINANCIAL OFFICER'S REPORT



REQUEST FOR IRVINE COMMUNITY ALLIANCE FUND BOARD ACTION

MEETING DATE: SEPTEMBER 26, 2019

TITLE: CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer

RECOMMENDED ACTION

Receive and file.

EXECUTIVE SUMMARY

Irvine Community Alliance Fund (ICAF) is a nonprofit entity that receives and distributes funds, property and other resources to aid, sponsor, promote, advance and assist in the charitable provision of public parks, recreation and community services in and for the City and greater Irvine area. ICAF is operated by a Board of Directors consisting of community volunteers and City of Irvine staff representatives.

In accordance with ICAF Bylaws, the Chief Financial Officer of the organization is responsible for records of accounts and preparing the Annual Report regarding the financial condition of the organization.

ANALYSIS

In accordance with ICAF Bylaws, Article X, Section 7 (e), the Chief Financial Officer of the organization is responsible for keeping and maintaining adequate and correct books and records of accounts. ICAF Bylaws, Article XII, Section 3, specifies the requirements pertaining to the organization's Annual Report.

At the meeting, the Chief Financial Officer presents a summary report on the financial condition of the organization for the fiscal year 2018-19 with prior year comparison information for fiscal year 2017-18 (Attachment).

FINANCIAL IMPACT

The Statement of Contributions and Expenses report for FY 2018-19 and 2017-18 (Attachment), shows a decrease in contributions to \$14,007.88 from \$18,039.71. The contribution decrease of \$4,032.00 is primarily due to a Senior Services Keen Center contribution being paid direct to the City of Irvine General Fund in fiscal year ended June 30, 2019. The expenditures decrease from FY 2017-18 to 2018-19 is primarily due to the same factors as the contributions decrease.

FINANCIAL IMPACT

The report is submitted as an information update, detailing contributions and expenses made to the Irvine Community Alliance Fund. The ending fund balance is \$8,371.44.

REPORT PREPARED BY Mike Cribbin, Chief Financial Officer

ATTACHMENT

Irvine Community Alliance fund Statement of Contributions and Expenses For
Two Fiscal Years July 2017 through June 2019

Irvine Community Alliance Fund
Statement of Contributions and Expenses
For Two Fiscal Years July 2017 through June 2019

FUND SUMMARY	FYE 06/30/19	FYE 06/30/18	VARIANCE
Beginning Balance	\$ 8,503.06	\$ 8,523.06	
Total Contributions	14,007.88	18,039.71	(4,031.83)
Total Expenses	14,139.50	18,059.71	3,920.21
Ending Balance	\$ 8,371.44	\$ 8,503.06	

PROGRAM CONTRIBUTION	FYE 06/30/19	FYE 06/30/18	VARIANCE
Irvine Animal Care	\$ 14,007.88	\$ 15,039.71	\$ (1,031.83)
Irvine Global Village	-	-	-
Senior Services	-	3,000.00	(3,000.00)
Total	\$ 14,007.88	\$ 18,039.71	\$ (4,031.83)

PROGRAM EXPENSE	FYE 06/30/19	FYE 06/30/18	VARIANCE
Irvine Animal Care	\$ 13,977.88	\$ 15,059.71	\$ (1,081.83)
Quickbooks 2019	161.62	-	161.62
Irvine Global Village	-	-	-
Senior Services	-	3,000.00	(3,000.00)
Total	\$ 14,139.50	\$ 18,059.71	\$ (3,920.21)

ATTACHMENT