



Patricia Vidovich
President

Vacant
Vice President

Mike Cribbin
Chief Financial Officer

Vacant
Secretary

Board Members:
Pamela Baird
Wendy Bokota
James Mai

AGENDA

IRVINE COMMUNITY ALLIANCE FUND REGULAR MEETING

November 10, 2022
3:00 PM

Irvine Civic Center and Zoom
Conference Room B-204
1 Civic Center Plaza
Irvine, CA 92606

PARTICIPATION AT IRVINE COMMUNITY ALLIANCE FUND MEETINGS

MEETINGS ARE AVAILABLE TO ATTEND IN-PERSON AT THE IRVINE CIVIC CENTER OR WATCHED LIVE THROUGH THE "ZOOM" APPLICATION. INFORMATION FOR "ZOOM" CAN BE FOUND ONLINE AT CITYOFIRVINE.ORG/IRVINE-GIVES/IRVINE-COMMUNITY-ALLIANCE-FUND-ICAF. YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: IRVINE COMMUNITY ALLIANCE FUND," 1 CIVIC CENTER PLAZA, IRVINE, CA 92606; OR BY EMAIL TO CS@CITYOFIRVINE.ORG; THROUGH E-COMMENT AT CITYOFIRVINE.ORG/IRVINE-GIVES/IRVINE-COMMUNITY-ALLIANCE-FUND-ICAF. YOU MAY ALSO PROVIDE LIVE COMMENTS VIA "ZOOM." FOR MORE INFORMATION, VISIT CITYOFIRVINE.ORG/IRVINE-GIVES/IRVINE-COMMUNITY-ALLIANCE-FUND-ICAF.

REQUEST TO SPEAK IN PERSON: IF YOU WOULD LIKE TO ADDRESS THE IRVINE COMMUNITY ALLIANCE FUND ON A SCHEDULED AGENDA ITEM, NON-AGENDA ITEM, OR PUBLIC HEARING, PLEASE FILL OUT A REQUEST TO SPEAK FORM AND SUBMIT TO THE RECORDING SECRETARY. WE RESPECTFULLY ASK THAT YOU IDENTIFY ON THE FORM YOUR NAME AND THE ITEM(S) ON WHICH YOU WOULD LIKE TO SPEAK. THE REQUEST TO SPEAK FORM ASSISTS THE CHAIR IN ENSURING THAT ALL PERSONS WISHING TO ADDRESS THE IRVINE COMMUNITY ALLIANCE FUND ARE RECOGNIZED. IT ALSO ENSURES THE ACCURATE IDENTIFICATION OF MEETING PARTICIPANTS IN THE IRVINE COMMUNITY ALLIANCE FUND. YOUR NAME WILL BE CALLED AT THE TIME PUBLIC COMMENTS AND PUBLIC HEARINGS ARE HEARD BY THE IRVINE COMMUNITY ALLIANCE FUND. CITY POLICY IS TO LIMIT PUBLIC TESTIMONY TO UP TO THREE MINUTES PER SPEAKER DEPENDING ON RELEVANT CIRCUMSTANCES, WHICH INCLUDES THE PRESENTATION OF ELECTRONIC OR AUDIO-VISUAL INFORMATION. SPEAKERS MAY NOT YIELD THEIR TIME TO OTHER PERSONS.

PLEASE TAKE NOTICE THAT THE ORDER OF SCHEDULED AGENDA ITEMS BELOW AND/OR THE TIME THEY ARE ACTUALLY HEARD, CONSIDERED AND DECIDED MAY BE MODIFIED BY THE CHAIR DURING THE COURSE OF THE MEETING, SO PLEASE STAY ALERT.

PLEASE NOTE: THE IRVINE COMMUNITY ALLIANCE FUND IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT THE COMMUNITY SERVICES DEPARTMENT AT 949-724-6600, OR VIA EMAIL AT CS@CITYOFIRVINE.ORG. IT WOULD BE APPRECIATED IF WRITTEN COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING.

CALL TO ORDER

ROLL CALL

INTRODUCTIONS

1. PRESENTATION

1.1 CITY OF IRVINE COMMUNITY SERVICES DEPARTMENT DONATION SUMMARY

PUBLIC COMMENTS – AGENDIZED ITEMS

If 20 or fewer requests to provide public comments are submitted, each speaker shall be limited to three minutes per item. If between 21 and 30 speakers submit public comments, each speaker shall be limited to two minutes per item. If more than 30 speakers submit public comments, each speaker shall be limited to 90 seconds per item. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the President or by a majority vote of the Irvine Community Alliance Fund Board of Directors.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

Any member of the public may address the Irvine Community Alliance Fund Board of Directors on items within the Board of Directors subject matter jurisdiction but which are not listed on this agenda. If 20 or fewer requests to provide public comments are submitted, each speaker shall be limited to three minutes. If between 21 and 30 speakers submit public comments, each speaker shall be limited to two minutes. If more than 30 speakers submit public comments, each speaker shall be limited to 90 seconds. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the President or by a majority vote of the Irvine Community Alliance Fund Board of Directors.

STAFF ANNOUNCEMENTS

BOARD OF DIRECTORS ANNOUNCEMENTS/REPORTS/UPDATES

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 3 minutes per Board Member.

ADDITIONS AND DELETIONS

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.

2. BOARD BUSINESS

2.1 IRVINE COMMUNITY ALLIANCE FUND REORGANIZATION

RECOMMENDED ACTION:

- 1) Selection of Irvine Community Alliance Fund President.
- 2) Selection of Irvine Community Alliance Fund Vice President.
- 3) Selection of Irvine Community Alliance Fund Chief Financial Officer.
- 4) Selection of Irvine Community Alliance Fund Secretary.

2.2 IRVINE COMMUNITY ALLIANCE FUND REGULAR MEETING MINUTES

RECOMMENDED ACTION:

Approve the minutes of a regular meeting of the Irvine Community Alliance Fund held on December 2, 2021.

2.3 CHIEF FINANCIAL OFFICER'S REPORT

RECOMMENDED ACTION:

Receive and file.

ADJOURNMENT

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 a.m. midnight and will continue all other items on which additional time is required until a future Board meeting. All meetings are scheduled to terminate at 12 a.m. 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 seven days prior to a regular Irvine Community Alliance Fund meeting.)

If you have 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 an Irvine Community Alliance Fund liaison at 949-724-6600.

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, 1 Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website and 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 10 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 at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

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 an Irvine Community Alliance Fund liaison at 949-724-6600 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 AND ELECTRONIC DEVICES

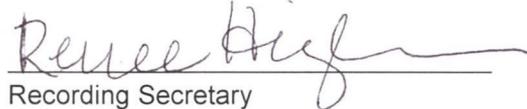
To minimize distractions, please be sure all personal communication and electronic devices are turned off or on silent mode.

MEETING SCHEDULE

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

- Community Services Department
- Police Department
- Front Entrance of City Hall
- City's web page at cityofirvine.org.

I hereby certify that the agenda for the Irvine Community Alliance Fund meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby of City Hall, 1 Civic Center Plaza, Irvine, California on November 3, 2022 by 5:30 p.m. as well as on the City's web page.


Recording Secretary

ITEM 1.1

DONATION SUMMARY

(There is no staff report associated with this item.)

ITEM 2.1

ICAF REORGANIZATION

(There is no staff report associated with this item.)

ITEM 2.2

MINUTES



MINUTES

IRVINE COMMUNITY ALLIANCE FUND ANNUAL MEETING

December 2, 2021
2:00 PM

Irvine Civic Center and ZOOM
Conference Room B-203
One Civic Center Plaza
Irvine, California

CALL TO ORDER

The annual meeting of the Irvine Community Alliance Fund was called to order at 2:04 p.m. on December 2, 2021, in Conference Room B-203, Irvine Civic Center; President Vidovich presiding.

ROLL CALL

Present:	7	President:	Patty Vidovich
		Vice President:	Patricia Fierro
		Chief Financial Officer:	Mike Cribbin
		Board Member:	Pamela Baird
		Board Member:	Wendy Bokota
		Board Member:	James Mai
		Secretary:	Michael Dominguez

ANNOUNCEMENTS

There were no announcements.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

There were no public comments.

1. PRESENTATION

1.1 CITY OF IRVINE COMMUNITY SERVICES DEPARTMENT DONATION SUMMARY

Chief Financial Officer Cribbin provided a presentation on donations received by the Community Services Department from July 1, 2018 through June 30, 2021. Total donations were as follows:

- Fiscal Year 2018-19: \$398,279
- Fiscal Year 2019-20: \$304,473
- Fiscal Year 2020-21: \$335,355

2. BOARD BUSINESS

2.1 IRVINE COMMUNITY ALLIANCE FUND REORGANIZATION

- 1) **Selection of President:** President Vidovich opened the call for nominations for the position of President of the Irvine Community Alliance Fund.

ACTION: Moved by Vice President Fierro, seconded by Board Member Bokota, to nominate Patricia Vidovich for the position of President.

Motion carried as follows:

AYES: 7 Board Members: Vidovich, Fierro, Cribbin, Baird, Bokota, Mai, Dominguez

- 2) **Selection of Vice President, Chief Financial Officer, and Secretary:** President Vidovich opened the call for nominations for the position of Vice President of the Irvine Community Alliance Fund.

ACTION: Moved by President Vidovich, and seconded by Board Member Mai, to nominate Patricia Fierro for the position of Vice President.

Motion carried as follows:

AYES: 7 Board Members: Vidovich, Fierro, Cribbin, Baird, Bokota, Mai, Dominguez

Selection of Chief Financial Officer: President Vidovich opened the call for nominations for the position of Chief Financial Officer.

ACTION: Moved by Board Member Baird, and seconded by Board Member Bokota, to nominate Mike Cribbin for Chief Financial Officer.

Motion carried as follows:

AYES: 7 Board Members: Vidovich, Fierro, Cribbin, Baird, Bokota, Mai, Dominguez

Selection of President: President Vidovich opened the call for nominations for the position of Secretary of the Irvine Community Alliance Fund.

ACTION: Moved by Board Member Baird, and seconded by Secretary Dominguez to nominate Jenn Starnes for Secretary.

Motion carried as follows:

AYES: 7 Board Members: Vidovich, Fierro, Cribbin, Baird, Bokota, Mai, Dominguez

2.2 APPROVAL OF IRVINE COMMUNITY ALLIANCE FUND SPECIAL MEETING MINUTES

ACTION: Moved by Board Member Baird, and seconded by Board Member Bokota, to approve the minutes of the Irvine Community Alliance Fund Special meeting held October 7, 2021.

Motion carried as follows:

AYES: 7 Board Members: Vidovich, Fierro, Cribbin, Baird, Bokota, Mai, Dominguez

2.3 CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Cribbin provided an update on ICAF donations. For the period July 1, 2020 through June 30, 2021, \$19,571.83 was received.

ACTION: Received and filed.

ADJOURNMENT

Moved by President Vidovich to adjourn the meeting at 2:46 p.m.

The next annual meeting of the Irvine Community Alliance Fund is scheduled for October 13, 2022, 3:00 p.m., at the Irvine Civic Center, Community Services, Conference Room B-203, Irvine, California.

PATRICIA VIDOVICH, PRESIDENT

MICHAEL DOMINGUEZ, SECRETARY

DATE APPROVED

ITEM 2.3

CHIEF FINANCIAL OFFICER'S REPORT



REQUEST FOR IRVINE COMMUNITY ALLIANCE FUND ACTION

MEETING DATE: NOVEMBER 10, 2022

TITLE: CHIEF FINANCIAL OFFICER'S REPORT


FOR PAMELA BAIRD
Director of Community Services

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 of Irvine and greater Irvine area. ICAF is governed 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 2021-22 with prior year comparison information for FY 2020-21 (Attachment).

FINANCIAL IMPACT

The Statement of Contributions and Expenses report for FY 2021-22 shows program contributions of \$40,444.03. This represents an increase of \$20,872.20 from the 2020-21 program contributions of \$19,571.83. Program expenses track with contributions. The contribution increase is primarily the result of \$16,050.00 in contributions from Schwab Charitable Fund, combined with a \$5,081.59 increase in contributions from the Benevity Community Impact Fund.

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 \$8,266.44.

REPORT PREPARED BY Mike Cribbin, Chief Financial Officer

ATTACHMENT

Statement of Contributions and Expenses

**Irvine Community Alliance Fund Statement of Contributions and Expenses
for Two Fiscal Years July 2020 through June 2022**

FUND SUMMARY	FYE 06/30/22	FYE 06/30/21	VARIANCE
Beginning Balance	\$ 8,275.18	\$ 8,341.44	
Total Contributions	\$ 40,444.03	\$ 19,571.83	\$ 20,872.20
Total Expenses	\$ 40,452.77	\$ 19,638.09	\$ 20,814.68
Ending Balance	\$ 8,266.44	\$ 8,275.18	

PROGRAM CONTRIBUTION	FYE 06/30/22	FYE 06/30/21	VARIANCE
Irvine Animal Care	\$ 34,444.03	\$ 19,571.83	\$ 14,872.20
Senior Services	\$ 6,000.00	\$ -	\$ 6,000.00
Total	\$ 40,444.03	\$ 19,571.83	\$ 20,872.20

PROGRAM EXPENSE	FYE 06/30/22	FYE 06/30/21	VARIANCE
Irvine Animal Care	\$ 34,452.77	\$ 19,638.09	\$ 14,814.68
Senior Services	\$ 6,000.00	\$ -	\$ 6,000.00
Total	\$ 40,452.77	\$ 19,638.09	\$ 20,814.68

ATTACHMENT