



ATEP FACILITIES CORPORATION
A California nonprofit public benefit corporation
MEETING MINUTES
Meeting of the Board of Directors
May 30, 2023

South Orange County Community College District
28000 Marguerite Parkway, Mission Viejo, CA 92692

Saddleback College – Facilities/Purchasing/Finance Conference Room HS-357 and Zoom ID: 964 3843 7471

1. Procedural Matters

1.1 Call to Order:

The meeting was called to order at 1:33 pm.

1.2 Attendance / Quorum:

Attendance was recorded and a quorum was announced.

Members present were Connie Cavanaugh, Medhanie Ephrem, Ann-Marie Gabel, Dr. John Hernandez, and Dr. Elliot Stern

1.3 Public Comments:

One community member wished everyone a happy Creativity Day.

2. Approve Minutes from March 14, 2023, Meeting:

A motion was made by Connie Cavanaugh, seconded by Dr. Elliot Stern, and carried by roll call vote to approve the minutes from the March 14, 2023, meeting. Dr. John Hernandez abstained from the vote.

3. Conflict of Interest Policy:

A motion was made by Medhanie Ephrem, seconded by Connie Cavanaugh, and unanimously carried by roll call vote to approve the Conflict of Interest Policy. Board members were asked to complete the annual Conflict of Interest Disclosure Form and return to Janet Falcon.

4. Budget FY 2023-24:

A motion was made by Dr. John Hernandez, seconded by Dr. Elliot Stern, and unanimously carried by roll call vote to approve the 2023-24 Budget.

5. ATEP Update:

Medhanie Ephrem provided an update on the current tenants.

PJRJPA (The Goddard School) – Construction has started at the site and is estimated to finish in December 2023. The Goddard School is anticipated to open January 2024.

Advantech – The City of Tustin has sent Advantech an Incompleteness Letter which primarily has questions needing clarification. Advantech is to respond by June 21, 2023.

Saddleback @ ATEP – Construction has started at the site.

6. Meeting Schedule for FY 2023-24

A motion was made by Connie Cavanaugh, seconded by Medhanie Ephrem, and unanimously carried by roll call vote to approve the 2023-24 Meeting Schedule as submitted.

7. Adjourn:

The meeting adjourned at 1:47 pm.