



**ATEP FACILITIES CORPORATION**  
A California nonprofit public benefit corporation  
**MEETING MINUTES**  
Meeting of the Board of Directors  
June 3, 2025

South Orange County Community College District  
28000 Marguerite Parkway, Mission Viejo, CA 92692  
Saddleback College – Payroll Conference Room HS-337 and via Zoom ID: 912 0418 6549

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**1. Procedural Matters**

**1.1 Call to Order:**

The meeting was called to order at 1:30 pm.

**1.2 Attendance / Quorum:**

Attendance was recorded and a quorum was announced.

Members present were Connie Cavanaugh, Medhanie Ephrem, and Ann-Marie Gabel

Absent: Dr. John Hernandez and Dr. Elliot Stern

Guests: Richard Kudlik and Rod Garcia

**1.3 Public Comments:**

There were no public comments.

**2. Approve Minutes from March 4, 2025, Meeting:**

A motion was made by Connie Cavanaugh, seconded by Medhanie Ephrem, and unanimously carried to approve the minutes from the March 4, 2025, meeting.

**3. Financial Report as of March 31, 2025:**

A motion was made by Medhanie Ephrem, seconded by Connie Cavanaugh, and unanimously carried to approve the Financial Report as of March 31, 2025.

**4. Budget 2025-26:**

A motion was made by Connie Cavanaugh, seconded by Medhanie Ephrem, and unanimously carried to approve the 2025-26 Budget.

**5. ATEP Update:**

Medhanie Ephrem provided an update on the current and potential tenants.

Advantech – Construction is going well. The six-story building is progressing with interior work starting on the first floor. Work has also begun on the parking lot.

Two new tenants, Victory AI Academy and Top Tennis, are currently in their inspection period and doing due diligence.

**6. Conflict of Interest Policy:**

The Conflict of Interest Policy was reviewed and Board members were asked to complete the annual Conflict of Interest Disclosure Form.

**7. Meeting Schedule for 2025-26**

A motion was made by Medhanie Ephrem, seconded by Connie Cavanaugh, and unanimously carried to approve the 2025-26 Meeting Schedule as submitted.

**8. Adjourn:**

The meeting adjourned at 1:37 pm.