

**General Session: 3:00 p.m.**

Wednesday – May 30, 2018

Meeting Location (See map)



**\*\*Desert Willow Resort\*\***



**\*\*Please join us for a cocktail reception after the meeting\*\***

BOARD PACKETS ARE REQUIRED AT EVERY MEETING.  
**We will have hard copies at the meeting.**

**Our Mission:**

The mission of the College of the Desert Foundation is to act as advocates for the College and to secure financial support enhancing the educational opportunities for all students.

**Our Vision:**

To positively impact the lives of students who are striving to achieve a purposeful education and to enhance the communities of the Coachella Valley and the region.

**Core Values:**

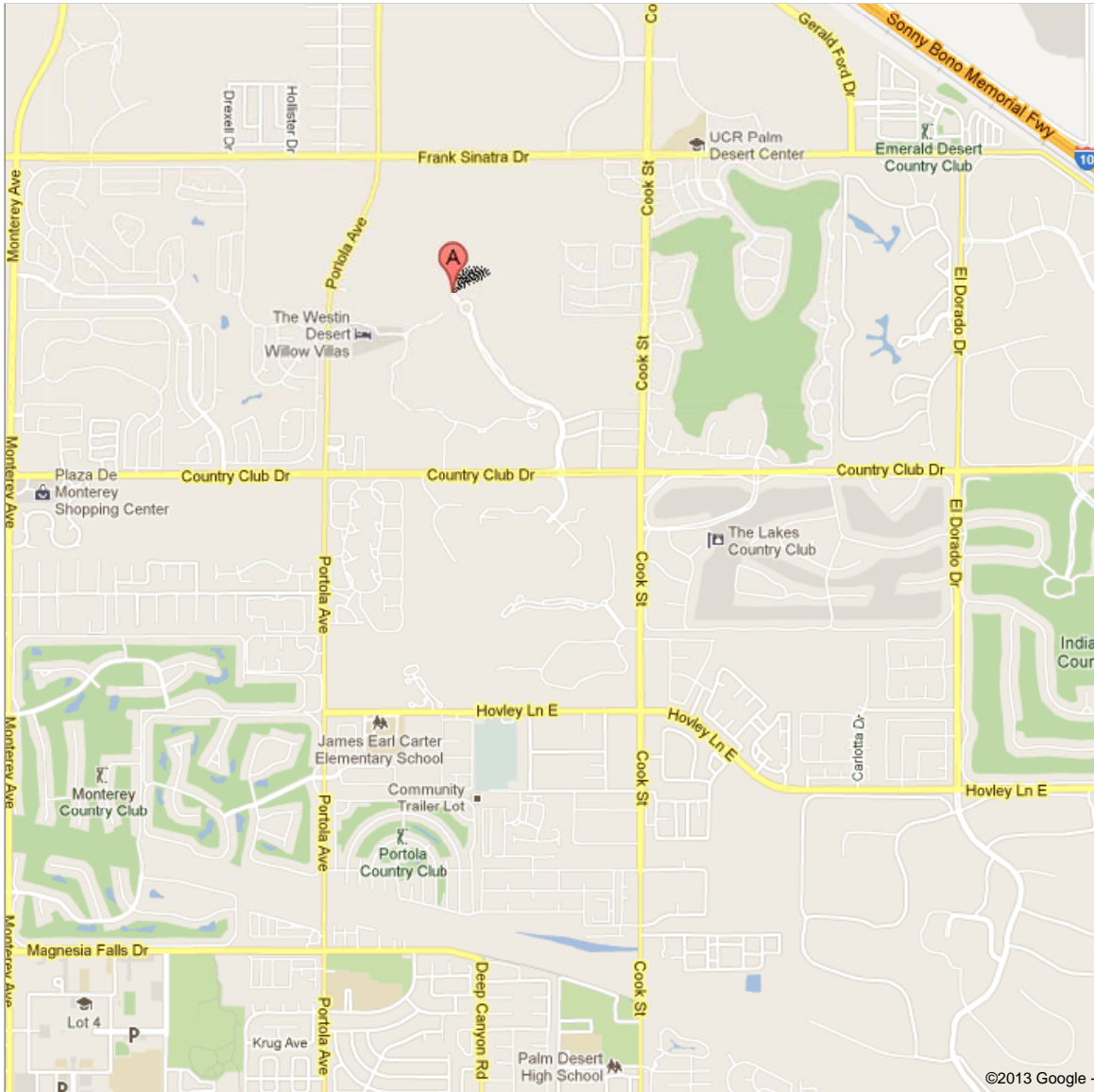

- ✓ Accountability
- ✓ Integrity
- ✓ Service Excellence
- ✓ Trust

**Important Notice:**

**All meetings will be recorded**



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- A. **Desert Willow Golf Resort**  
38-995 Desert Willow Dr, Palm Desert, CA  
(760) 346-7060  
68 reviews



# AGENDA

Foundation Board of Director's Meeting  
**Date: May 30, 2018 Time: 3:00 – 4:30 pm**  
**Reception Immediately Following**

Location: 38-995 Desert Willow Dr.  
Palm Desert, CA 92260

## **Desert Willow Golf Resort**

*Persons with disabilities may make a written request for a disability-related modification or accommodation, including for auxiliary aids or services, in order to participate in the Board meeting. Requests should be directed to the Office of the College of the Desert Foundation ("Foundation") as soon in advance of the Board meeting as possible.*

*The Foundation minutes of the meetings are the official record of the actions of the Board. The Foundation meetings are governed by the Ralph M. Brown Act (California Code 54950 through 54962). The Foundation operates in accordance with the Non-Profit Benefit Corporations law.*

1. Call to Order
2. Public Invitation to Speak per the Brown Act
3. Welcome and Opening Remarks – Foundation Board President – Suz Hunt
4. New Staff Member Introduction – John Mosser
5. Mission Moment- Katie Chartier, EDGE & Pledge Program Update

### **6. Consent Agenda – Approve Meeting Minutes and Financial Report:**

- |  |          |
|--|----------|
| a. April 25, 2018 Board Meeting Minutes.....                         | Page: 1  |
| b. April 25, 2018 Executive Director Report.....                     | Page: 7  |
| c. May 2, 2018 Executive Committee Meeting Minutes .....             | Page: 9  |
| d. May 8, 2018 Academic Angels Committee Meeting Minutes.....        | Page: 11 |
| e. May 9, 2018 President's Circle Committee Meeting Minutes.....     | Page: 14 |
| f. May 10, 2018 Stepping Out for COD Committee Meeting Minutes. .... | Page: 16 |
| g. April 2018 Financials.....  | Page: 19 |

### **7. Committee Reports & Information Items**

- |   |          |
|---|----------|
| a. 2018-2019 Committee Assignments & Approvals – Suz Hunt.....                      | Page: 23 |
| a. Supporting COD's Expansion - Strategic Planning Committee – Chris Anderson       |          |
| b. President's Circle May 4 <sup>th</sup> Event & Year-End Report – Carol Bell Dean |          |
| c. Stepping Out 2019 – Diane Rubin  |          |
| d. Friends of the Library Year-End-Report – Marge Dodge                             |          |
| e. Academic Angels Year-End Report -- Diane Denkler                                 |          |

**8. Constituent Reports:**

- a. College President's Report – Dr. Kinnamon
- b. Foundation Executive Director's Report – John Mosser
- c. Foundation President's Report – Suz Hunt
- d. COD Trustee's Report – Aurora Wilson
- e. Academic Senate President – Carl Farmer

**9. Adjournment**

**\*\*\* End of Season Foundation Board Reception** - Please plan on attending our season-end reception immediately following the board meeting. The reception will feature a musical performance by COD Voice Instructor Tim Bruneau and the COD Student Vocal Quartet. Join us while we raise a glass to celebrate a great fund raising year in support of the mission of College of the Desert.



**COLLEGE**  
*of the* **DESERT**  
FOUNDATION

## Foundation Board Meeting Minutes

<b>MINUTES FOR May 25, 2018</b>		<b>2:00pm</b>	<b>Cravens MPR</b>
<b>Members Present:</b>	Chris Anderson, Ed.D., Bob Archer, Jean Carrus, Bill Chunowitz, Peggy Cravens, Donna Jean Darby, Diane Denkler, Marge Dodge, Barbara Fromm, Diane Gershowitz, Jim Greene, Brian Holcombe, Susan Hunt, Vern Kozlen, Penny Mason, Joanne Mintz, Mark Nickerson, Diane Rubin, Dominique Shwe, Sally Simonds, Aurora Wilson		
<b>Members Absent:</b>	Norma Castaneda, Carol Bell Dean, Gale Hackshaw, Donna MacMillan, Tom Minder, Chuck Monell, MD, Jane Saltonstall, Ed.D., Arlene Schnitzer		
<b>Ex-officio Members Present:</b>	Joel L. Kinnamon, Ed.D.		
<b>Ex-officio Members Absent:</b>	Carl Farmer, John Ramont		
<b>Guest(s) and Staff Present:</b>	Scott Adkins, Ph.D., Kat Benjamin, Liz Chambers, Jessica Enders, Pam Hunter, John Mosser, Ph.D., Pamela Ralston, Ph.D., Kirstien Renna, Peter Sturgeon		
<b>Recorder(s):</b>	Kat Benjamin		

### AGENDA

<b>1. Call to Order: 2:00 pm – Foundation Board President Suz Hunt</b>			
<b>2. Public Invitation to Speak per the Brown Act: None</b>			
<b>3. Special Report on Palm Springs Campus from President Kinnamon</b>			
<b>DISCUSSION</b>	Dr. Kinnamon began his remarks by showing a brief video about the campus expansion and ongoing initiatives. He also discussed the following: <ul style="list-style-type: none"> <li>• West Valley Campus full build-out will be complete by 2023. It is a \$240 million project and will be about 330,000 square feet.</li> <li>• Acquiring property in Cathedral City to relocate the automotive program.</li> <li>• Acquiring a site in Thermal adjacent to an airport for the college (not finalized).</li> <li>• Indio Campus will more than double in size. Additional square footage is needed and college is in process of acquiring additional</li> </ul>		
<b>CONCLUSION</b>	None. property for more parking at the location.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<b>NONE</b>			
<b>4. Consent Agenda – Suz Hunt</b>			
<b>DISCUSSION</b>	President Hunt asked if there were any items on the consent agenda which board members wished to review separately. Bill Chunowitz requested that the March 2018 Board of Directors Meeting Minutes be removed from the consent agenda. President Hunt call for a motion and second to approve the minutes (with exception of the March 2018 Board of Directors Meeting Minutes) and March financials.		
<b>CONCLUSION</b>	Moved by Bill Chunowitz to approve the consent agenda. Sally Simonds seconded the motion. The motion passed. Additionally, Bill Chunowitz moved that the March 2018 Board of Directors Meeting Minutes be updated as follows: Item 7, "Planned Giving – Recent Legacy Society Event Update" will read:		

	<ul style="list-style-type: none"> <li>• “Diane Denkler, on behalf of herself and Peggy Cravens, extended thanks to Donna MacMillan for hosting the Legacy Society Event in her lovely home.</li> <li>• Program included Peggy Cravens, Diane Denkler and Dr. Kelly Hall as guest speakers.”</li> </ul> <p>Barbara Fromm seconded the motion and the motion passed.</p>		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Update March 2018 Board of Directors Meeting Minutes to include the correct verbiage.		Kat Benjamin	Done
<b>5. Reminder to Attend May 4<sup>th</sup> President’s Circle Event – Peter Sturgeon</b>			
DISCUSSION	Peter Sturgeon reminded the board there will be a President’s Circle event on May 4 <sup>th</sup> . Members will be viewing “In the Heights” at McCallum Theatre. The pre-event reception will begin at 6:30 PM. Members are encouraged to bring guests who may be interested in joining President’s Circle.		
CONCLUSION	None.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>6. Academic Angels Report – April 16<sup>th</sup> Luncheon – Diane Denkler</b>			
DISCUSSION	Diane Denkler thanked everyone for contributing to a successful Spring Luncheon event and shared a slide presentation that included photos from the luncheon.		
CONCLUSION	None.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>7. Video Recap of 2018 Stepping Out for COD – Diane Rubin</b>			
DISCUSSION	Diane Rubin shared a video recap of the 2018 Stepping Out for COD event. The video was put together by Kay Hazen & Company. Diane also announced that next year’s event will take place on March 20, 2019.		
CONCLUSION	None.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>8. Finance Committee Report – Brian Holcombe</b>			
DISCUSSION	Brian announced that the Finance Committee has developed a 2018-2019 budget. Dr. Mosser covered the budget in greater detail, explaining the key goals for the budget and the different things that the budget will make possible. All this information is also included on page 44 of the April 2018 Board Book. Foundation Accountant, Kirstien Renna, updated the Board on the Three-Year Fundraising Forecast. Foundation President asked if any members had questions about the budget, there were none. she called for a motion to approve the 2018-2019 budget.		
CONCLUSION	Moved by Donna Jean Darby to approve the 2018-2019 budget. Bill Chunowitz seconded the motion. The motion was approved.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>9. Nominating Committee Report – 2018-2019 Slate of Directors and Officers – Marge Doge</b>			
DISCUSSION	<p>Before turning the floor over to Marge Dodge, President Hunt requested an approval from the board to waive the following by-laws:</p> <ul style="list-style-type: none"> <li>• A slate be proposed 2 months before Annual Meeting.</li> <li>• The slate be presented to the board one month before Annual Meeting to see if there were any additional nominees.</li> </ul>		

	None of the board members expressed any opposition to waiving these requirements. Following this, Marge announced that after careful discussion and consideration the nominating committee proposed a slate for the coming year. She then read the slate to the members. President Hunt called for a motion to approve the 2018-2019 slate.		
CONCLUSION	Moved by Marge Dodge to approve the 2018-2019 Slate of Officers and Directors. Diane Denkler seconded the motion. The motion passed. Approved Officers include: Suz K. Hunt, President, Bill Chunowitz, Vice-President, Diane Rubin, Treasurer, Christine Anderson, Ed.D., Secretary, Charles Monell, M.D., Parliamentarian.  Approved Directors include: Christine Anderson, Ed.D., Bob Archer, Jean Carrus, Norma Castaneda, Bill Chunowitz, Peggy Cravens, Donna Jean Darby, Carol Bell Dean, Diane Denkler, Marge Dodge, Barbara Fromm, Diane Gershowitz, James Greene, Gale Hackshaw, Brian Holcombe, Suz Hunt, Vern Kozlen, Donna MacMillan, Penny Mason, Thomas Minder, Joanne Mintz, Charles Monell, M.D., Mark Nickerson, Diane Rubin, Jane Saltonstall, Ed.D., Arlene Schnitzer, Sally Simonds, Dominique Shwe, Aurora Wilson.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>10. Friends of the Library Book Sale – May 4-6 – Marge Dodge</b>			
DICUSSION	Marge Dodge announced that the next book sale hosted by Friends of the Library will take place on May 4-6 from 9:00 am – 3:00 pm each day. She also reminded the members that the group is always willing to accept book donations.		
CONCLUSION	None.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>11. 60<sup>th</sup> Anniversary Committee – Vern Kozlen</b>			
DICUSSION	President Hunt asked Vern Kozlen to provide an update on the 60 <sup>th</sup> Anniversary Committee. He announced that the 60 <sup>th</sup> anniversary is a year-long campaign and the committee will probably be arranging some activities in the Fall centered around Homecoming, with the hopes of engaging alumni.		
CONCLUSION	None.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>12. Old Business – Discussion of Foundation Participation in the COD Educational Master Plan</b>			
DICUSSION	The Board broke into three groups to discuss the following topics: <ul style="list-style-type: none"> <li>Developing New Relationships &amp; Partnerships in Palm Springs</li> <li>Developing New Relationships &amp; Partnerships in Indio and the East Valley</li> <li>Supporting the College’s New Alumni Engagement Program</li> </ul> Dr. Kinnamon, Dr. Scott Adkins and Ms. Jessica Enders were in attendance to serve as an additional resource to board members.		
CONCLUSION	None.		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>13. Discussion Groups Report Outs</b>			
DICUSSION	Vern Kozlen provided the following report from the Alumni Engagement discussion group:		

- In the process of hiring new staff member, so didn't focus on development of program
- Several hundred thousand alumni; alumni include anyone who has ever taken a class at COD. Some data on alumni exists but will be a big job to create a comprehensive alumni database.
- New director will need for focus on building a comprehensive listing of alumni with current contact information.
- ID alumni, create interesting programming, begin to communicate and engage.
- Alumni from 60s and 70s are a good target audience because they are in a great place in their lives to support and give.
- Most students who transfer to a 4-year school don't consider COD as their alma mater, but we should be focused on communicating with them and trying to get them back to campus.

From note sheets:

- Key stakeholders that the Foundation should be developing relationships with: Student Affairs Staff, College Faculty, Foundation Board Members, HR Department, Business Community
- Ways the Alumni Engagement staff can establish relationships with current students: Social media, events, KCOD, Ads in the Desert Sun, etc., Street Fair
- Ways the Foundation can support the development of a new Alumni Engagement Program: marketing/advertising (print and social media), Use of software, Events (Homecoming, Games, all events already taking place at COD)
- Some potential activities the Alumni Engagement Program and the Foundation could work together to serve the COD alumni: Bring students back to campus, Step up and tell your story, Homecoming and other events, Identify 60s and 70s alumni, 50<sup>th</sup> Anniversary of Nursing Program, Continuous Communications

Mark Nickerson provided the following report from the Indio/East Valley discussion group:

- There is a lot of small industry, especially Agriculture, in the area and south of Indio aren't very aware of COD and what it can do
- Suggestion: grow Agriculture program
- Fundraising ideas: community is not in position to fund raise, but owners of businesses and Ag industry should be swayed to participate with COD

From note sheets:

- Key stakeholders that the Foundation should be developing relationships with include Golden Voice, The Mal Club/BMW, City Officials, Vendors & Growers for Agriculture Community/Businesses, CWA, Solar Farms/Industry, Casino, Cannabis Industry, Airport HITS
- Unique opportunities that Foundation could develop to increase fundraising and community engagement: Intro and education about the area and community's major players, Observatory Tour as a fundraising event, GCVCC/Indio/Hispanic Chamber, Farmer's markets, Formalized campus tours, Farm tours such as grape harvest, County Fair, Tribes, BBQ event
- Ways Foundation should begin to identify potential board members from Indio/East Valley: work with city officials, Work with County



	<p>Supervisor’s Office, work with and identify Native American leaders, state of the city, date festival, polo grounds</p> <ul style="list-style-type: none"> <li>Community attributes/factors that should play a role in informing the Foundation’s community engagement strategy: find leaders in the area to help stimulate new membership</li> </ul> <p>Christine Anderson provided the following report from the Palm Springs/West Valley discussion group:</p> <ul style="list-style-type: none"> <li>Common line: Bob Hope west to the mountains (Rancho Mirage, Cathedral City, Desert Hot Springs, etc.) – we need to keep in mind the broad scope of the area.</li> <li>There are quite a few great organizations to connect with in the area.</li> <li>Board needs to get involved with what’s going on in Palm Springs now so COD can begin building a presence there.</li> </ul> <p>From note sheets:</p> <ul style="list-style-type: none"> <li>Community attributes/factors that should play a role in informing the Foundation’s community engagement strategy: Palm Springs Art Museum, Palm Springs Historical, Palm Springs Modernism, USCAPA (Dr. Kaminsky), PSUSD (Louise, Joan Bako, Ellen Goddman), Convention Center/Cultural Center, Agua Caliente, LGBT, Hospitality Concierge Training, Health, Renewable Energy, Film</li> <li>How Foundation should begin to identify potential new board members from Palm Springs: Vincent Baltaglia, investigate community boards such as PSIFF, PS ART, PS AIR, David Brinkman, Terry Ketover, Larry Colton, JR Roberts, James Williamson, Lisa Houston, Gary Keoff</li> <li>Unique opportunities the Foundation could develop to increase fundraising and community engagement in Palm Springs: collaboration with other charities, participating in events, naming opportunities on campus (bricks, trees, buildings), telethon, social media donation, hotel openings</li> <li>Key stakeholder groups and organizations that the Foundation should be developing relationships with to support COD’s expansion in Palm Springs: PSIFF (Rhea Wilson, Zack Solomon), Palm Springs Chamber, Rotary, City Council (Amy Blaisdell, Denise Goolsby), Palm Springs One, Palm Springs Hospitality, DRMC Foundation/Tenet Board, Desert Healthcare District, Desert Dun, Palm Springs Restaurants</li> </ul>
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CONCLUSION	None.
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FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Discussion reports to be forwarded to Strategic Planning committee to implement East & West Valley engagement initiatives.	Chris Anderson & John Mosser	

**14. Constituent Reports – Foundation President – Suz Hunt**

DISCUSSION	<ul style="list-style-type: none"> <li>The Executive Committee will meet on the afternoon of May 2 at 3:00 pm.</li> <li>The May Board of Directors Meeting will focus on the following topics: Committees/Chair assignments, Foundation goals, and recognizing Peter Sturgeon for all his hard work for the Foundation.</li> </ul>
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CONCLUSION	None.
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FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE

**15. Constituent Reports – Foundation Executive Director – John Mosser, Ph.D.**

DISCUSSION	<ul style="list-style-type: none"> <li>• Dr. Mosser highlighted the great relationship between the Board Members and Foundation Staff.</li> <li>• Dr. Mosser thanked Peter Sturgeon for his hard work and let the Board members know that a transition plan is being developed.</li> </ul>		
CONCLUSION	None.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			
<b>16. Constituent Reports – COD Trustee – Aurora Wilson</b>			
DISCUSSION	<ul style="list-style-type: none"> <li>• Aurora Wilson discussed the Palm Springs mall purchase and the efforts of the Board of Trustees and College President to secure the property. She thanked the Board of Trustees for their role in making the purchase happen.</li> <li>• She thanked the Stepping Out Committee and Foundation Staff for a great event.</li> <li>• She thanked the Academic Angels for their great luncheon.</li> <li>• On May 11 at 12 PM, the two groups who made Bellwether Presentations will repeat their presentations for all to hear.</li> </ul>		
CONCLUSION	None		
FOLLOW-UP ITEMS			
NONE			
<b>17. New Business – Suz Hunt</b>			
DISCUSSION	Foundation Board President Suz Hunt asked if there was any new business to discuss. There was none.		
CONCLUSION	None.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			
<b>18. Adjournment. President Hunt adjourned the meeting at 3:45 pm</b>			
DISCUSSION	Moved by Diane Gershowitz to adjourn the meeting. Bob Archer seconded the motion. The motion passed.		
CONCLUSION	None		



## **April 2018 Foundation Executive Director's Report**

It is an exciting time to be at College of the Desert! The following are a few highlights from the month of April.

**Palm Springs Campus:** Congratulations to President Kinnamon, the College Board of Trustees and members of the President's Cabinet on the purchase of the Palm Springs Mall as the permanent home of College of the Desert Palm Springs. This will, no doubt, be one of the historic achievements of the College's 60<sup>th</sup> Anniversary year.

**Director of Alumni Engagement Search:** President Kinnamon has reported that the College Board of Trustees gave its final approval to launch the search for the Director of Alumni Engagement this past Friday. The Human Resources Department will post the position in the near future and begin the recruitment process for qualified applicants. This is an exciting step in the College's plan to connect with Alumni of College of the Desert. Special thanks to President Kinnamon for his strong support of this important initiative.

**Congratulations to the Academic Angels:** Congratulations to Academic Angel Co-Chairs Diane Denkler and Susan Linsk, along with event Tri-Chairs Erica Espinola, Roberta Duke, and CJ Westick on a successful Spring Luncheon on April 16<sup>th</sup>. More than 100 people attended the event at Le Vallarius Restaurant in Palm Springs. Five new members joined the Angels organization and nearly \$25,000 was raised to support student success at COD. In particular, funds were raised for the purchase of meal cards and textbooks for COD students.

**Stepping Out for COD – It's a Wrap Video:** Heartfelt congratulations to 2018 Stepping Out for COD Co-Chairs Diane Gershowitz and Diane Rubin, along with all the members of their hard working committee. With the assistance of Kay Hazen & Company a video recap of this year's event has been placed on the front page of the Foundation Web site. The video will be premiered for the Foundation at today's Board Meeting.

**FY2019 Foundation Budget:** Special thanks to the members of the Foundation Finance Committee for their guidance and feedback in helping to shape our new budget. I would like to particularly thank Vern Kozlen and Bob Archer for their thoughtful guidance. I would also like to thank Foundation President Suz Hunt for her guidance and many thoughtful suggestions as well. Finally, I would like to acknowledge the hard work and skill of our Foundation Accountant, Kirstien Renna, in developing the FY 2019 budget model contained in this board book.

**Acknowledgement of Nominating Committee:** I would like to thank Marge Dodge and the members of the Nominating Committee for their thoughtful deliberations in preparing the slate of Officers and Directors for the coming year.

**Acknowledgement of 2017-2018 Officers and Directors:** As we head into the final days of the 2017-2018 Academic year I feel it is fitting to extend the appreciation of the Foundation staff to all the officers, directors and committee chairs for their service to the Foundation and the College this year. The wonderful outcomes that have been achieved by the organization



over the last twelve months have been possible because of the leadership, strong financial support, and active participation of our officers, directors and committee chairs and members. Thank you one and all!

**College E-mail System Challenge:** The IT department of the College implemented a software upgrade for the e-mail system this past week. The upgrade ran into a few unexpected challenges. The Board Meeting materials for today's meeting were sent last Friday. Unfortunately, we did not learn until Monday morning of this week that the e-mail did not go out due to the e-mail system upgrade challenges. The Board materials were resent using a g-mail account on Monday morning. We apologize that this e-mail system technical difficulty resulted in Board members receiving the board materials later than we hoped and planned.

**Upcoming Season-End Events:** There are three season end events that I want to make sure board members have on their calendars. **Friday May 4<sup>th</sup> will be the Annual President's event at the McCallum Theatre. The event begins at 6:30PM.** It will include a reception and then a College Theatre Production of *In the Heights*. Please be sure to join us for this special President's Circle gathering. Please let Kippy Laflame know if you are able to attend. **On May 7<sup>th</sup> the Academic Angels will have their Season-End Reception** at the home of Jean Carrus, 205 Crystal Bay Court, Rancho Mirage, on Monday May 7 from 4PM to 6PM. **The Last Foundation Board Meeting of the Season will be Wednesday May 30<sup>th</sup> at 3:00Pm at Desert Willow in Palm Desert.**

**2018 College Commencement Ceremony:**

The Spring 2018 College Commencement Ceremony will be held at Boone Field on Friday, May 25<sup>th</sup> at 7:30PM.

**Staff Transition:** I was saddened to learn of Peter Sturgeon's decision to resign from his position with the Foundation this past Thursday afternoon. He shared with us all that in his words "It was time." I am confident that you join me in thanking Peter for his service to the Foundation over these past seven years and wishing him much continued success. I want to particularly recognize Peter for his leadership in building the Campus Tour Program into one of the absolute best Tour Cultivation Programs anywhere in the country. The good news is that Peter has given me ample notice and the opportunity to develop a smooth transition plan. Our May 30<sup>th</sup> Board Meeting will be held at Desert Willow. We will plan a reception to following the Board meeting to celebrate the success of the year and to formally recognize Peter at this time.



## Executive Committee Meeting Minutes

<b>MINUTES FOR May 3, 2018</b>		<b>3:00 PM</b>	<b>President's Board Room</b>
<b>Members Present:</b>	Bill Chunowitz, Suz Hunt, Joel Kinnamon, John Mosser, Diane Rubin, Aurora Wilson, John Ramont		
<b>Members Absent:</b>	Christine Anderson		
<b>Recorder:</b>	Kippy Laflame		

### AGENDA

<b>1. Call to Order/Roll Call - Suz Hunt called the meeting to order at 3:00pm</b>			
<b>2. Public Invitation to Speak per the Brown Act: None</b>			
<b>3. Presentation of 2018-2019 Slate of Officers – John Mosser</b>			
DISCUSSION	Foundation Executive Director John Mosser presented the 2018-2019 slate of officers and directors to College President Dr. Joel Kinnamon		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>4. Review of April Board Meeting – Suz Hunt</b>			
DISCUSSION	President Hunt asked Executive Committee Members for feedback on the break-out sessions at the April board meeting. It was felt that everyone was excited by the opportunity to support the College's expansion into the West Valley, the East Valley, and new alumni engagement activities. EC Members voiced appreciation for the opportunity to contribute ideas for the coming academic year. Next steps discussed included: having the Strategic Planning Committee be the Foundation Committee to continue the work that has been started related to the educational master plan goals; Giving a charge to the Nominating Committee to make their top priority the recruitment and selection of new board members from the East and West Valley; and exploring having occasional Foundation Board Meetings at other COD Educational Centers – Specifically Palm Springs and Indio – to provide Foundation Board members with opportunities to learn about these educational centers.		
CONCLUSION	NONE		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>5. Discussion/Planning for May Board Meeting</b>			
DISCUSSION	<ul style="list-style-type: none"> <li>✓ President Hunt will have board member conversations to discuss committee assignments for the new academic year which will be shared in the May meeting.</li> <li>✓ It was suggested that we have sub-committees of the Strategic Planning Committee for the East and West Valley.</li> </ul>		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>6. Summer/Future Project Ideas – Suz Hunt</b>			
DISCUSSION	President Hunt handed out a Project Idea list to the members for discussion.		

	<ul style="list-style-type: none"> <li>✓ 2018-2019 Foundation Board Retreat –The value of a Fall Foundation board Retreat was discussed. Early November was offered as a potential time. Kay Hazen has been suggested as a retreat facilitator.</li> <li>✓ Possible topics for a retreat that were presented included: formulating a joint calendar with the College, Brown Act training, presentation of an updated board manual and board member orientation. Dr. Kinnamon pointed out the orientation should be a joint effort with the College to ensure that the objectives of the Foundation are in alignment with the College. The President’s office is presently working on a one day Brown Act training program.</li> <li>✓ It was suggested that a separate orientation for officers and committee chairs be explored which might include volunteer position descriptions, process for creating meeting agendas, Brown Act compliance and training, and meeting with outgoing officers and committee chairs to review highlights of the prior year.</li> <li>✓ A retreat planning committee will be formed including: Suz Hunt, John Mosser, Jane Saltonstall, with representation from President Kinnamon’s Executive Cabinet.</li> </ul>		
CONCLUSION			
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			
<b>7. Review of Board Structure – Board Classification, diversity, term limits and size – Suz Hunt</b>			
DISCUSSION	<p>President Hunt handed out a list of Board Structure topics to the EC members for discussion. The following was discussed;</p> <ul style="list-style-type: none"> <li>✓ What is the right size for the board?</li> <li>✓ Should we have a third class of member?</li> <li>✓ Should we consider 3 year terms with one-third of board renewing every year?</li> <li>✓ Should there be a cap on number of years?</li> <li>✓ What should the diversity of the board be?</li> <li>✓ It was suggested that a review of By-laws be undertaken for the 2018-2019 Academic year. Dr. Kinnamon suggested that the Executive Committee serve as the group to bring recommendations to the Full board. All Agreed.</li> </ul>		
CONCLUSION			
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			
<b>7. New Business – There was no new business</b>			
DISCUSSION	None		
CONCLUSION	None		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
NONE			
<b>8. Adjournment. Suz Hunt adjourned the meeting at 4:01 PM.</b>			
CONCLUSION			



### Academic Angels Committee Meeting Minutes

<b>MINUTES FOR May 8, 2018</b>		<b>Time 9:00 AM</b>	<b>Foundation Conference Room</b>
<b>Members Present:</b>	Susan Linsk, Linda Rider, Donna Jean Darby, Linda Weakley, Marge Barry, Nancy Harris, Cynthia Cottrell, Erica Espinola, Roberta Duke, CJ Westrick, Suz Hunt, Diane Denkler, Christine Metz-Gennet		
<b>Members not Present:</b>	Sally Simonds		
<b>Guest(s):</b>	John Mosser, Suz Hunt, Liz Chambers, Kirstien Renna		
<b>Recorder:</b>	Kippy Laflame		

#### AGENDA

<b>1. Call to Order/Roll Call At 8:58 AM</b>			
<b>2. Action Item(s)</b>			
<b>3. Overview of AA Financials – Kirstien Renna</b>			
DISCUSSION	Kirstien presented a financial report of the Academic Angels giving over the past 3 fiscal years which has generated revenues to the general fund and the Academic Angels scholarship funds to maintain the mission of the Foundation in supporting the College's and student's greatest needs. The most recent donations included: <ul style="list-style-type: none"> <li>✓ Food &amp; Textbook cards: \$17,260</li> </ul>		
CONCLUSION	NONE		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Academic Angels budget numbers for 18-19		Kirstien Renna	
Budget sheet for HITS event		Linda Weakley & Kirstien Renna	
List of Academic Angels members to Marge Barry		Kippy Laflame	
Quarterly financial report to Angel committee		Kirstien Renna	
<b>4. Debrief of Spring Luncheon - All</b>			
DISCUSSION	<ul style="list-style-type: none"> <li>✓ Food was excellent. Location is very important.</li> <li>✓ Program was educational</li> <li>✓ Only criticism is that there wasn't a student that spoke</li> <li>✓ Entertainment was excellent especially since they were both COD faculty.</li> <li>✓ Dr. Mosser thanked the Angels for their enthusiastic support of Dr. Nery's program for the food and textbook cards. Dr. Mosser reported to the committee that the cards were officially named the Academic Angels Textbook Cards and the Academic Angels Food Cards in honor of the response from the group to Dr. Nery's call for action.</li> </ul>		
CONCLUSION	NONE		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>5. Debrief of Coeta Barker Reception - All</b>			
DISCUSSION	<ul style="list-style-type: none"> <li>✓ The tradition of the Coeta Barker Tea started in 2005 in Coeta's home as a way to thank the Auxiliary for their hard work of the season.</li> <li>✓ The committee thanked Nancy Harris for continuing this great custom</li> <li>✓ Committee expressed appreciation to Jean Carrus for hosting the event.</li> </ul>		



CONCLUSION	NONE		
<b>FOLLOW-UP ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			
<b>6. HITS-Horses in the Sun event - All</b>			
DISCUSSION	<p>The committee organized the following chairs to organize this event:</p> <ul style="list-style-type: none"> <li>Linda Weakley, Roberta Duke-Jennings, Cynthia Cottrell</li> </ul> <p>The bulk of the planning will be done this summer with a walk through of the VIP venue in the next three weeks with Liz, the events coordinator. Linda suggested that any questions for the walk-through should be emailed to her.</p> <p>Logistics: The cost of the buffet will be \$25/pp Transportation was discussed:</p> <ul style="list-style-type: none"> <li>Suggestion of having everyone come to the PD and possibly the Mecca Thermal campus and have Cardiff bus line drive everyone to the horse park.</li> </ul> <p>Several groups that would be interested such as Pathfinder Ranch should be approached to attend the event.</p>		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Sales report for Chili Cook Off and Citizens of Distinction	Kippy & Kirstien		
<b>7. COD's Got Talent – John Mosser</b>			
DISCUSSION	<p>Dr. Mosser wanted to share with the committee that the FDN staff is excited to partner with the Angels to explore ways to match their interest with College needs. Some suggestions were:</p> <ul style="list-style-type: none"> <li>✓ Volunteering as ambassadors at the annual scholarship reception.</li> <li>✓ Mentorship opportunities with our female students in partnership with the leadership of Student Success division of the College</li> <li>✓ Palm Springs &amp; Indio Angel events to attract women philanthropist to join our ranks.</li> <li>✓ Perhaps the Angels would consider being involved with Campus tour program as ambassadors.</li> <li>✓ Many people have expressed to Dr. Mosser enthusiasm about the HITS event, there is momentum already for the event.</li> <li>✓ With Peter Sturgeon's resignation Dr. Mosser feels that COD's Got Talent should push out into a future year.</li> <li>✓ Dr. Mosser still thinks that a more modest Fall event would be appropriate.</li> </ul>		
CONCLUSION	<p>In view of the fact that there will not be a COD's got Talent this year it was suggested that the Angels have a Holiday Lunch in December as a membership drive with Marge Barry and Linda Rider as co-chairs. Erica Espinola asked that the theme for the event be angels.</p> <p>Susan Linsk made a motion to approve the organizing of a Holiday Luncheon in December 2018. Diane Denkler seconded the motion. Susan Linsk called the question. The motion was approved.</p>		
<b>FOLLOW-UP ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Ask the venue if they have a video of the horse park to pre-sell the HITS event at the Holiday luncheon.	CJ Westrick		
<b>8. Update from COD Board Meeting – Diane Denkler</b>			
DISCUSSION	<ul style="list-style-type: none"> <li>✓ Diane gave a brief presentation to the FDN Board on the Spring Luncheon.</li> </ul>		



	✓ The FDN Board was asked for a bullet point list of COD facts by the Fall.		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			
<b>9. Old / New business</b>			
DICUSSION	NONE		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
NONE			
<b>9. Adjournment 11:00am</b>			
<b>Next meeting September 11, 2018 at 9:00am</b>			



## President's Circle Committee Meeting Minutes

<b>MINUTES FOR 05/09/18</b>		<b>Time 10:00 AM</b>	<b>Foundation Conference Room</b>
<b>Members Present:</b>	Carol Bell Dean, Committee Chair, Bill Chunowitz, Barbara Fromm, Annette Novack, Tom Minder, Joanne Mintz		
<b>Members not Present:</b>	Diane Denkler		
<b>Staff Present:</b>	Liz Chambers, John Mosser		
<b>Recorder:</b>	Kippy Laflame		

### AGENDA

<b>1. Call to Order/Roll Call At 10:00 AM</b>			
<b>2. Public Invitation to Speak per the Brown Act: None</b>			
<b>3. Fundraising Ideas – Carol Dean &amp; John Mosser</b>			
DISCUSSION	<p>New fundraising ideas for the 18-19 season:</p> <ul style="list-style-type: none"> <li>✓ Campus tour attendee in-home event.</li> <li>✓ Promoting a Cocktail event at each tour to engage the attendees.</li> <li>✓ Tour guide which has a specific role at the tour. This person will follow-up with the attendee.</li> <li>✓ Palm Springs event.</li> <li>✓ Indio event.</li> <li>✓ Art auctions.</li> <li>✓ President Hunt suggested a new venue: The Bank in Palm Springs. She knows the owner.</li> <li>✓ Committee reviewed the PC brochure that Carol Dean received from the University Washington.</li> <li>✓ All tour attendees need to be followed-up with.</li> <li>✓ Dr. Mosser suggested value added coupons to all campus tour attendees. These would spotlight College resources that people might not know exists, such as: Learning in Retirement classes, free bucket of balls at the Golf Center, free parking at the Street Fair.</li> <li>✓ Target ideas for tailored campus tours. Such as retired health care professionals, business entrepreneurs, teacher</li> </ul>		
CONCLUSION	<p>Whatever the event we need to incorporate students at all of them. Two 20 hour contractors will be hired to do one on one interactions with campus tour attendees.</p>		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Updating PC brochure, should include lifetime giving		Foundation	
Count of existing PC brochures		Kippy	
<b>4. Spring Play - All</b>			
DISCUSSION	<p>The committee was very impressed with the event overall. The only challenge was the inability for our attendees to enter the Founder's Room during intermission as they were turned away by McCallum staff. It was felt that for that one McCallum event of the year where we do have an intermission that it should be allowed.</p>		

	A suggestion was made that the information in the program should be include who were COD students, faculty, alumni and professionals.		
CONCLUSION	NONE		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Contact McCallum re: permission to enter Founder's Room at intermission of future PC Spring Play events.		Dr. Mosser	
<b>5. Fund Raising Goal</b>			
DISCUSSION	The 18-19 fund raising goal for President's Circle is \$355,000		
APPROVED BY THE COMMITTEE	NONE		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>6. Old Business</b>			
DISCUSSION	NONE		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
Next meeting Fall 2018 TBD			
<b>7. Adjournment.</b>			
Meeting adjourned at 10:50am.			



## Stepping Out Committee Meeting Minutes

<b>MINUTES FOR 005/10/18</b>		<b>Time 10:00 AM</b>	<b>Foundation Conference Room</b>
<b>Members Present:</b>	Diane Gershowitz(via video), Diane Rubin, Bill Chunowitz, Suz Hunt		
<b>Members not Present:</b>	Diane Denkler, Norma Castaneda, Dominique Shwe, Toni Ackerman, Gale Hackshaw, Terri Ketover		
<b>Guest(s):</b>	John Mosser, Liz Chambers		
<b>Recorder:</b>	Kippy Laflame		

### AGENDA

<b>1. Call to Order/Roll Call 9:00 AM by Diane Rubin</b>			
<b>2. Public Invitation to speak per the Brown Act: None</b>			
<b>3. Welcome and Introduction of members - All</b>			
DISCUSSION	✓ Barbara Foster was welcomed as a new member of the committee.		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NONE			
<b>4. Sales</b>			
DISCUSSION	Gross event total of approximately \$689,175. Pledges are still being received.		
CONCLUSION	President Suz Hunt pledged a \$12.5K Valedictorian sponsorship for Stepping Out March 20, 2019		
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Statistics comparison of 2017 to 2018		Kippy Laflame	
<b>5. Video</b>			
DISCUSSION	✓ The committee watched the April 3, 2018 Stepping Out wrap-up video that Kay Hazen produced. Dr. Mosser wants all our sponsors to receive it either as a thumb drive or link in email.		
CONCLUSION			
<b>FOLLOW-UP ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Send link to Lucie and sponsors		Dr. Mosser & Kippy Laflame	
<b>6. Stepping Out 2019 Talent</b>			
DISCUSSION	<ul style="list-style-type: none"> <li>✓ Dr. Mosser spoke with Mitch Gershenfeld to explore what other talent options might be available. Mitch informed Dr. Mosser that he did not think they would be able to fill the McCallum Theater with the currently identified talent.</li> <li>✓ The possibility of getting better known entertainment if we were willing to spend more was discussed. Dr. Mosser will approach Mitch to see who we could get in the range above \$25K.</li> <li>✓ Liz Chambers suggested getting a donor to underwrite their favorite entertainer.</li> <li>✓ The idea of attracting a well-known philanthropist to be the Honoree of the event was discussed. The following suggestions were proposed: <ul style="list-style-type: none"> <li>• Barry Manilow</li> <li>• Carson Daily</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>• Arlene Schnitzer</li> </ul> <ul style="list-style-type: none"> <li>✓ The Goodfriend house was suggested for the pre-party event.</li> <li>✓ Summer meetings will be needed with conference and video calls accessible for those who are not in town for the season.</li> </ul>	
CONCLUSION		
<b>FOLLOW-UP ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Diane Rubin will reach out to Terri Ketover who is a good friend of Manilow. She will report at next meeting		
<b>6. Adjournment 11:00am</b> <b>Next meeting June 1, 2018 at 10:00am</b>		



## **FINANCIAL SUMMARY**

**April 30, 2018**



**COLLEGE**  
*of the* **DESERT**  
FOUNDATION

**NOTES TO THE FINANCIAL STATEMENTS**  
**RECAP OF OPERATING RESULTS FOR THE MONTH ENDED: APRIL 2018**

• **Revenues:**

	<b>April 2018 Revenues</b>	<b>YTD Revenues</b>
Fundraising Revenues	\$102,026	\$ 1,859,370
Investment Revenues	\$ 79,898	\$ 857,085
<b>Total Revenues:</b>	<b>\$ 181,924</b>	<b>\$2,716,455</b>

○ **Noteworthy:**

- Revenues are exceeding the projected budget by approx. \$124,000 through the current period ending April 30, 2018. This includes:
  - An increase in scholarship donations of \$161,000 over the prior year period ending April 30, 2018.
- The Foundation received a check from the McCallum Theatre for ticket sales through their box office for Stepping Out for COD. This check was received in May and will reflect in the May financials. The gross additional revenue from the McCallum is 65,495 and the net revenues is \$38,756.42.

• **Expenditures for the month of April were \$147,138**

○ **Noteworthy:**

- Expenditures in the month of April included scholarships awarded to students in the amount of \$38,785 and disbursements to the college for support of various programs and student support in the amount of \$5,331

• **Expenditures YTD are \$2,137,564**

○ **Noteworthy:**

- **Expenditures are under the projected budget amount for the period ending April 30, 2018 by \$273,306**
- The Foundation has awarded approximately \$666,869 in scholarships to students year to date
- In addition, the Foundation has funded approximately \$288,191 in disbursements to the college through period ending April 30, 2018

• **Net Income prior to Investment Activities** was \$34,787 for the month and \$578,891 YTD

• **Investment Activities** for the month of April were \$(34,878) and YTD totaled \$797,263

• **YTD the Net Increase is \$1,376,154**

❖ For full details of monthly financials, please see Board packet

**COLLEGE OF THE DESERT FOUNDATION**  
**STATEMENT OF FINANCIAL POSITION , APRIL 30, 2018**  
**WITH COMPARATIVE TOTALS FOR APRIL 30, 2017**

	Operating & Restricted Asset Funds		Endowed Asset Funds	Totals	
	Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund	(Memorandum Only)	
				2017-18	2016-17
<b>ASSETS</b>					
1 Cash and cash equivalents	\$ 2,327,058	\$ (1,058,821)	\$ -	\$ 1,268,237	\$ 5,445,744
2 Investments	500,000	10,621,766	19,010,994	30,132,760	24,460,534
3 Pledges receivable	120,567	110,712	29,996	261,275	444,028
4 Allowance for Doubtful Accounts	-	-	-	-	-
5 Accounts Receivable	-	-	-	-	-
6 Funds held at College	5,000	-	-	5,000	5,000
7 Accrued interest receivable	33,194	33,241	-	66,435	54,016
8 Accrued assets	2,500	-	-	2,500	-
9 Property and equipment, net	7,562	-	-	7,562	11,088
10 FCCC - Scholarship Endowment	-	52,252	336,549	388,801	363,013
11 Split interest agreements	-	142,957	-	142,957	134,590
<b>TOTAL ASSETS</b>	<b>\$ 2,995,880</b>	<b>\$ 9,902,108</b>	<b>\$ 19,377,539</b>	<b>\$ 32,275,527</b>	<b>\$ 30,918,013</b>
<b>LIABILITIES</b>					
12 Accounts payable	114,712	4,000	-	118,712	252,327
13 Deferred Contributions	(3,094.12)	-	-	(3,094.12)	(2,042)
14 Accrued liabilities	49,803	-	-	49,803	73,897
<b>TOTAL LIABILITIES</b>	<b>\$ 161,421</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ 165,421</b>	<b>\$ 324,182</b>
<b>NET ASSETS, beginning</b>					
Unrestricted:					
15 Undesignated	1,590,356	-	-	1,590,356	254,120
16 Board designated	500,000	-	-	500,000	500,000
17 Temporarily restricted	-	9,266,057	-	9,266,057	8,496,919
18 Permanently restricted	-	-	19,377,539	19,377,539	18,840,936
<b>TOTAL NET ASSETS, beginning</b>	<b>\$ 2,090,356</b>	<b>\$ 9,266,057</b>	<b>\$ 19,377,539</b>	<b>\$ 30,733,952</b>	<b>\$ 28,091,975</b>
19 Net Activity	744,103	632,052	-	1,376,154	2,501,856
<b>NET ASSETS</b>	<b>\$ 2,834,459</b>	<b>\$ 9,898,108</b>	<b>\$ 19,377,539</b>	<b>\$ 32,110,106</b>	<b>\$ 30,593,831</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 2,995,880</b>	<b>\$ 9,902,108</b>	<b>\$ 19,377,539</b>	<b>\$ 32,275,527</b>	<b>\$ 30,918,013</b>



**STATEMENT OF ACTIVITIES (INCOME STATEMENT)**  
FOR CURRENT MONTH ENDED 04/30/18 & YTD

	CURRENT MONTH ENDING 04/30/2018			Prior Year Month Ending	YEAR TO DATE			PRIOR YTD ENDING	CURRENT YEAR BUDGET	
	ALL FUNDS	Budget	Variance	4/30/2017	ALL FUNDS	Budget	Variance	4/30/2017	2017/18	
	(1/12 OF Annual Budget )				(10/12 OF Annual Budget )					
<b>OPERATIONAL / ADMINISTRATIVE &amp; PROGRAM SUPPORT</b>										
<b>OPERATING REVENUE</b>										
1	Interest	\$ 45,312	\$ 48,333	\$ (3,021)	\$ 42,173	\$ 504,033	\$ 483,333.33	\$ 20,700	\$ 469,010	\$ 580,000
2	Management Fees (Monthly)	\$ 31,853	\$ 32,583	\$ (730)	\$ 37,959	\$ 324,257	\$ 325,833.33	\$ (1,576)	\$ 363,401	\$ 391,000
3	Gift Fees (Monthly)	\$ 2,733	\$ 3,125	\$ (392)	\$ -	\$ 28,795	\$ 31,250	\$ (2,455)	\$ -	\$ 37,500
4	In-Kind Revenue	\$ -	\$ 5,667	\$ (5,667)	\$ -	\$ -	\$ 56,666.67	\$ (56,667)	\$ -	\$ 68,000
5	<b>TOTAL OPERATING REVENUE</b>	<b>\$ 79,898</b>	<b>\$ 89,708</b>	<b>\$ (9,810)</b>	<b>\$ 80,132</b>	<b>\$ 857,085</b>	<b>\$ 897,083</b>	<b>\$ (39,998)</b>	<b>\$ 832,411</b>	<b>\$ 1,076,500</b>
<b>OPERATING EXPENSES - ADMINISTRATIVE</b>										
6	General	\$ 38,624	\$ 44,835	\$ 6,211	\$ 41,719	\$ 411,795	\$ 448,350	\$ 36,555	\$ 395,057	\$ 538,020
7	Salaries & Benefits (Operating Portion)	\$ 70,351	\$ 51,271	\$ (19,080)	\$ 54,105	\$ 491,989	\$ 512,712.50	\$ 20,724	\$ 524,504	\$ 615,255
8	Facilities & Maintenance	\$ 2,662	\$ 7,202	\$ 4,540	\$ 382	\$ 18,630	\$ 72,023.33	\$ 53,393	\$ 18,953	\$ 86,428
9	Independent Contractors	\$ -	\$ 3,543	\$ 3,543	\$ 131	\$ 9,607	\$ 35,430	\$ 25,823	\$ 31,329	\$ 42,516
10	Marketing	\$ (33,976)	\$ 15,350	\$ 49,326	\$ 27,293	\$ 73,748	\$ 153,500	\$ 79,752	\$ 276,849	\$ 184,200
11	Contributions to College	\$ 43,311	\$ 91,892	\$ 48,581	\$ 36,447	\$ 926,159	\$ 918,916.67	\$ (7,242)	\$ 1,219,567	\$ 1,102,700
12	<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 120,972</b>	<b>\$ 214,093</b>	<b>\$ 93,121</b>	<b>\$ 160,076</b>	<b>\$ 1,931,927</b>	<b>\$ 2,140,933</b>	<b>\$ 209,005</b>	<b>\$ 2,466,260</b>	<b>\$ 2,569,119</b>
13	<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ (41,074)</b>	<b>\$ (124,385)</b>	<b>\$ 83,310</b>	<b>\$ (79,944)</b>	<b>\$ (1,074,842)</b>	<b>\$ (1,243,849)</b>	<b>\$ (249,004)</b>	<b>\$ (1,633,849)</b>	<b>\$ (1,492,619)</b>
<b>FUNDRAISING</b>										
<b>FUNDRAISING REVENUE</b>										
14	Donations/Gifts/Grants	\$ 12,591	\$ 110,500	\$ (97,909)	\$ 63,699	\$ 1,144,179	\$ 1,105,000	\$ 39,179	\$ 2,118,098	\$ 1,326,000
15	Major Gifts	\$ -	\$ 12,500	\$ (12,500)	\$ -	\$ -	\$ 125,000	\$ (125,000)	\$ -	\$ 150,000
16	Memberships	\$ 4,448	\$ 17,500	\$ (13,052)	\$ 2,809	\$ 182,235	\$ 175,000	\$ 7,235	\$ 198,340	\$ 210,000
17	Special Events (Net)	\$ 84,987	\$ 29,045	\$ 55,942	\$ 66,143	\$ 532,956	\$ 290,453.33	\$ 242,503	\$ 627,065	\$ 348,544
18	<b>TOTAL FUNDRAISING REVENUE:</b>	<b>\$ 102,026</b>	<b>\$ 169,545</b>	<b>\$ (67,519)</b>	<b>\$ 132,651</b>	<b>\$ 1,859,370</b>	<b>\$ 1,695,453</b>	<b>\$ 163,917</b>	<b>\$ 2,943,503</b>	<b>\$ 2,034,544</b>
<b>FUNDRAISING EXPENSES</b>										
19	Donor Development	\$ 2,011	\$ 3,657	\$ 1,646	\$ 9,777	\$ 19,994	\$ 36,571	\$ 16,576	\$ 25,836	\$ 43,885
20	Salaries & Benefits (Fundraising Portion)	\$ 6,222	\$ 4,740	\$ (1,482)	\$ 4,934	\$ 44,032	\$ 47,400	\$ 3,368	\$ 47,577	\$ 56,880
21	Independent Contractors	\$ 16,673	\$ 15,084	\$ (1,589)	\$ 10,000	\$ 123,675	\$ 150,838	\$ 27,163	\$ 120,575	\$ 181,006
22	Membership	\$ -	\$ 2,196	\$ 2,196	\$ 12,193	\$ 3,800	\$ 21,962	\$ 18,162	\$ 20,842	\$ 26,354
23	Marketing (Fundraising Portion)	\$ 1,259	\$ 1,317	\$ 57	\$ 238	\$ 14,135	\$ 13,167	\$ (969)	\$ 8,167	\$ 15,800
24	<b>TOTAL FUNDRAISING/PROGRAM EXPENSES:</b>	<b>\$ 26,165</b>	<b>\$ 26,994</b>	<b>\$ 829</b>	<b>\$ 37,143</b>	<b>\$ 205,637</b>	<b>\$ 269,938</b>	<b>\$ 64,301</b>	<b>\$ 222,996</b>	<b>\$ 323,925</b>
25	<b>FUNDRAISING SURPLUS (DEFICIT)</b>	<b>\$ 75,861</b>	<b>\$ 142,552</b>	<b>\$ (68,347)</b>	<b>\$ 95,509</b>	<b>\$ 1,653,733</b>	<b>\$ 1,425,516</b>	<b>\$ 99,616</b>	<b>\$ 2,720,507</b>	<b>\$ 1,710,619</b>
	OPERATING REVENUE BUDGET FY 2017/18	\$ 79,898	\$ 89,708	\$ (9,810)	\$ 80,132	\$ 857,085	\$ 897,083	\$ (39,998)	\$ 832,411	\$ 1,076,500
	FUNDRAISING REVENUE BUDGET FY 2017/18	\$ 102,026	\$ 169,545	\$ (67,519)	\$ 132,651	\$ 1,859,370	\$ 1,695,453	\$ 163,917	\$ 2,943,503	\$ 2,034,544
26	<b>TOTAL 2017/18 REVENUE BUDGET:</b>	<b>\$ 181,924</b>	<b>\$ 259,254</b>	<b>\$ (77,329)</b>	<b>\$ 212,783</b>	<b>\$ 2,716,455</b>	<b>\$ 2,592,537</b>	<b>\$ 123,919</b>	<b>\$ 3,775,914</b>	<b>\$ 3,111,044</b>
	OPERATING EXPENDITURE BUDGET FY 2017/18	\$ 120,972	\$ 214,093	\$ 93,121	\$ 160,076	\$ 1,931,927	\$ 2,140,933	\$ 209,005	\$ 2,466,260	\$ 2,569,119
	FUNDRAISING EXPENDITURE BUDGET FY 2017/18	\$ 26,165	\$ 26,994	\$ 829	\$ 37,143	\$ 205,637	\$ 269,938	\$ 64,301	\$ 222,996	\$ 323,925
27	<b>TOTAL 2017/18 EXPENDITURE BUDGET:</b>	<b>\$ 147,138</b>	<b>\$ 241,087</b>	<b>\$ 93,949</b>	<b>\$ 197,219</b>	<b>\$ 2,137,564</b>	<b>\$ 2,410,870</b>	<b>\$ 273,306</b>	<b>\$ 2,689,256</b>	<b>\$ 2,893,044</b>
<b>NET SURPLUS (DEFICIT) BEFORE INVESTMENT ACTIVITY</b>										
28	ACTIVITY	\$ 34,787	\$ 18,167	\$ 14,963	\$ 15,564	\$ 578,891	\$ 181,667	\$ (149,387)	\$ 1,086,658	\$ 218,000
29	Investment Activities	\$ (34,878)	\$ 18,167	\$ -	\$ 217,791	\$ 797,263	\$ 181,667	\$ -	\$ 1,415,197	\$ -
30	<b>NET SURPLUS (DEFICIT)</b>	<b>\$ (91)</b>	<b>\$ -</b>	<b>\$ 14,963</b>	<b>\$ 233,355</b>	<b>\$ 1,376,154</b>	<b>\$ (0)</b>	<b>\$ (149,387)</b>	<b>\$ 2,501,855</b>	<b>\$ -</b>

05/24/18

	Current YTD			FY 17/18	Variance	Prior Year
	Revenues	Expenditures	Ending 04/30/18	Annual Budget	%	Month Ending 04/30/17
Balances:						
<b>Spring Luncheon - 105</b>						
Donations	200.00	0.00	200.00			7,800.00
Special Events Inc	11,300.00	0.00	11,300.00			10,975.00
Scholarship Donations	100.00	0.00	100.00			0.00
Marketing	0.00	(1,786.25)	(1,786.25)			
Printing/Design/Gr	0.00	(894.58)	(894.58)			(1,002.99)
Postage	0.00	0.00	0.00			(60.36)
Special Event Expenses	0.00	(7,398.41)	(7,398.41)			0.00
<b>Total Spring Luncheon</b>	<b>11,600.00</b>	<b>(10,079.24)</b>	<b>1,520.76</b>	<b>15,000.00</b>	<b>10.14%</b>	<b>17,711.65</b>
<b>Holiday Luncheon - 119</b>						
Special Events Income	9,235.00	0.00	9,235.00			0.00
Special Events Expenses	0.00	(4,691.43)	0.00			0.00
Marketing Expenses	0.00	(2,465.00)				
Printing Design/Graphics	0.00	(818.47)	(818.47)			0.00
<b>Total Holiday Luncheon</b>	<b>9,235.00</b>	<b>(7,974.90)</b>	<b>1,260.10</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>FALL LUNCHEON - 101</b>						
Special Events Income	0.00	0.00	0.00			6,590.00
Special Events Expenses	0.00	0.00	0.00			(3,640.00)
Printing/Design/Graphics	0.00	0.00	0.00			(1,356.98)
<b>TOTAL FALL LUNCHEON</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00%</b>	<b>1,593.02</b>
<b>Coeta Barker Tea - 164</b>						
Special Events Income	5,125.00	0.00	5,125.00			5,175.00
Special Events Expenses	0.00	0.00	0.00			0.00
Marketing	0.00	(680.00)	(680.00)			0.00
Printing Design/Graphics	0.00	(140.09)	(140.09)			0.00
<b>Total Coeta Barker Tea</b>	<b>5,125.00</b>	<b>(820.09)</b>	<b>4,304.91</b>	<b>5,000.00</b>	<b>86.10%</b>	<b>5,175.00</b>
<b>Citizen of Distinction - 181</b>						
Special Event Income	0.00	0.00	0.00			224,443.05
Special Event Expenses	0.00	0.00	0.00			(26,152.42)
Donations	0.00	0.00	0.00			40,108.00
Scholarship Donations	0.00	0.00	0.00			6,900.00
Auxiliary Expenses	0.00	0.00	0.00			(552.50)
Postage	0.00	0.00	0.00			(81.65)
Marketing	0.00	0.00	0.00			(2,160.25)
Independent Contractors	0.00	0.00	0.00			0.00
Office Supplies - Auxiliary	0.00	0.00	0.00			(75.00)
Printing/Design/Graphics	0.00	0.00	0.00			(4,463.15)
Recognition	0.00	0.00	0.00			(334.80)
<b>Total Citizen of Distinction</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>155,000.00</b>	<b>0.00%</b>	<b>237,631.28</b>
<b>Stepping Out for COD - 190</b>						
Donations	73,750.00	0.00	73,750.00			3,330.00
Special Event Income	561,510.00	0.00	561,510.00			486,640.00
Special Event Expenses	0.00	(41,283.21)	(41,283.21)			(59,975.60)
Refunds	0.00	0.00	0.00			0.00
Equipment Fees	0.00	0.00	0.00			0.00
Postage	0.00	(2,761.92)	(2,761.92)			(1,714.46)
Printing/Design/Graphics	0.00	(8,022.93)	(8,022.93)			(5,620.45)
Clerk (Seasonal) - Student Worker	0.00	0.00	0.00			(72.00)
Office Supplies & Equipment	0.00	0.00	0.00			0.00
Recognition	0.00	(199.07)	(199.07)			
Independent Contract	0.00	(950.00)	(950.00)			(27,000.00)
Marketing	0.00	(38,444.99)	(38,444.99)			(49,670.33)
<b>Total Stepping Out for COD</b>	<b>635,260.00</b>	<b>(91,662.12)</b>	<b>543,597.88</b>	<b>300,000.00</b>	<b>181.20%</b>	<b>345,917.16</b>
<b>Presidents Circle Art Auction - 202</b>						
President's Circle Special Events Inco	35,000.00	0.00	35,000.00			0.00
Special Event Expenses	0.00	(150.00)	(150.00)			0.00
<b>Total Presidents Circle Art Auction - 202</b>	<b>35,000.00</b>	<b>(150.00)</b>	<b>34,850.00</b>	<b>0.00</b>		<b>0.00</b>
<b>Total Balances:</b>	<b>\$696,220.00</b>	<b>\$ (110,686.35)</b>	<b>\$ 585,533.65</b>	<b>\$485,000.00</b>	<b>120.73%</b>	<b>\$ 608,028.11</b>



# 2018-2019 Committee Rosters

## Academic Angels Committee

	<u>Lname</u>	<u>Fname</u>	<u>Email</u>	<u>Tel</u>	<u>Fax</u>	<u>Cell</u>
CCh	Denkler	Diane	desertdd@earthlink.net	760-772-9810	760-772-4810	
CCh	Linsk	Susan	susan.linsk@gmail.com	760-777-9200		760-333-4569
x	Bader	Rhona	rebader18@gmail.com	760-610-5617		310-849-1425
X	Barry	Marge	academicangels4cod@gmail.com	760-772-0404		760-219-3100
X	Cottrell	Cynthia	czcottrell@earthlink.net	760-773-9357	760-568-2762	
x	Darby	Donna-Jean	Darby1932@msn.com	760-345-7839		
X	Duke	Roberta	robertaduke8@aol.com	760-345-7839		
X	Espinola	Erica	erica.espinola@ml.com	760-862-1471		310-562-3489
X	Harris	Nancy	desertblonde@aol.com	760-341-2078		760-340-1255
X	Metz-Gennet	Chris	chrismetz1@gmail.com	760-324-3795		323-219-7337
X	Rider	Linda	linda1gg@aol.com	760-674-8111		760-799-5061
X	Simonds	Sally	ssimonds@dc.rr.com	760-773-3607		
X	Weakley	Linda	lindaberg13@yahoo.com	760-340-1491		799-9132
X	Westrick	CJ	wesgroup@msn.com	760-837-1971		415-888-3248

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## Audit Committee

	<b>Lname</b>	<b>Fname</b>	<b>Email</b>	<b>Tel</b>	<b>Cell</b>
<b>Ch</b>	Chunowitz	Bill	bchunowitz1940@gmail.com	760-328-0838	847-804-2909
<b>X</b>	Greene	Jim	erica.gerzog@nb.com	917-696-9584	
<b>X</b>	Minder	Tom	tgm@mx2law.com	760-341-4445	
<b>X</b>	Monell	Chuck	Cmonell1@dc.rr.com	760-324-2303	

**Development Committee**

	Development(2)	Business Giving Sub Com.	Pres. Circle Sub Com.	Planned Giving Sub Com.	Lname	Fname	Email	Tel	Cell
Ch					Wilson	Aurora	awilson@collegeofthedesert.edu	760-320-7985	
VC Business Giving	Ch				Castaneda	Norma	norma-castaneda@nc-hs.com	760-272-5683	909-894-5167
VC Planned Giving			Ch		Cravens	Peggy	pcravens@dc.rr.com	760-324-8899	567-2585
VC President's Circle		Ch			Dean	Carol Bell	edcarol22@msn.com	760-636-1950	206-930-1950
VC Annual Giving					Dodge	Marge	margedodge1@aol.com	760-564-9329	
VC Major Gifts					Greene	Jim	erica.gerzog@nb.com	917-696-9584	
Member					Anderson	Chris	christinejanderson@gmail.com	714-858-1645	
Member		x			Chunowitz	Bill	bchunowitz1940@gmail.com	760-328-0838	847-804-2909
Member					Darby	Donna-Jean	Darby1932@msn.com	760-345-7839	
Member		x	x		Denkler	Diane	desertdd@earthlink.net	760-772-9810	
Member		x			Fromm	Barbara	bgfromm@gmail.com	760-772-3330	610-823-7979
Member					Mason	Penny	penmason@comcast.net	760-323-2735	
Member					Minder	Tom	tgm@mx2law.com	760-341-4445	
Member		x			Mintz	Joanne	jmmem@aol.com	760-771-0402	408-2623
Member					Monell	Chuck	Cmonell1@dc.rr.com	760-324-2303	
Member					Novack	Annette	annette.novack@gmail.com	760-321-7723	
Member	x				Shwe	Dominique	dshwe@ticketsauce.com	760-408-6835	
Member			x		Simonds	Sally	ssimonds@dc.rr.com	760-773-3607	

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## Finance & Investment Committee

	<u>Lname</u>	<u>Fname</u>	<u>Email</u>	<u>Tel</u>	<u>Fax</u>	<u>Cell</u>
<b>Ch</b>	Rubin	Diane	diane.m.rubin@gmail.com			415-312-1105
<b>X</b>	Archer	Bob	heconsults@yahoo.com	760-341-4844	760-341-5222	
<b>*X</b>	Hackshaw	Gale	glhackshaw@aol.com	760-861-9923		
<b>X</b>	Holcombe	Brian	Brian.holcombe@efirstbank.com	760-836-3504	760-836-3566	909-289-2726
<b>X</b>	Kozlen	Vern	vernkozlen@gmail.com	760-328-1026		310-995-2201
<b>X</b>	Ramont	John	jramont@collegeofthedesert.edu	760-674-7625		
<b>* X</b>	<b>Alternate</b>					

## Nominating Committee

	<u>Lname</u>	<u>Fname</u>	<u>Email</u>	<u>Tel</u>	<u>Fax</u>	<u>Cell</u>
<b>Ch</b>	Saltonstall	Jane	jsalton44@aol.com	760-321-9021		941-685-6771
<b>X</b>	Cravens	Peggy	pcravens@dc.rr.com	760-324-8899	760-321-5689	760-567-2585
<b>X</b>	Darby	Donna-Jean	Darby1932@msn.com	760-345-7839		
<b>X</b>	Dodge	Marge	margedodge1@aol.com	760-564-9329		
<b>X</b>	Fromm	Barbara	bgfromm@gmail.com	760-772-3330		610-823-7979
<b>X</b>	Greene	Jim	erica.gerzog@nb.com	917-696-9584		
<b>X</b>	Simonds	Sally	ssimonds@dc.rr.com	760-773-3607		

The committee shall consist of seven Directors, three of whom shall be nominated by the Foundation President and four whom shall be nominated by the Executive Committee. The Foundation President and Vice President then in office shall not be members of this committee. All seven committee nominee shall be approved by a majority vote of the BOD.



## Stepping Out for COD Committee

	<u>Lname</u>	<u>Fname</u>	<u>Email</u>	<u>Tel</u>	<u>Fax</u>	<u>Cell</u>
Ch	Rubin	Diane	diane.m.rubin@gmail.com			415-312-1105
Ch	Stone	Nancy	ngstone@me.com			631-804-8883
X	Ackerman	Toni	toni97520@gmail.com			541-944-2625
X	Chunowitz	Bill	bchunowitz1940@gmail.com	760-328-0838		847-804-2909
X	Foster	Barbara	barb.foster@att.net	760-202-3950		961-861-8317
X	Gershowitz	Diane	dianeg711@gmail.com	760-568-9828		
X	Hackshaw	Gale	glhackshaw@aol.com	760-861-9923		
X	Ketover	Teri	tsketover@aol.com	760-328-9909		
X	Mintz	Joanne	jmmem@aol.com	760-771-0402		760-408-2623
X	Shwe	Dominique	dshwe@ticketsauce.com	760-778-4699		
X	Zuckerman	Madeline	madeline@zuckerman-marketing.net	760-770-3277		714-815-3694

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## Strategic Planning Committee

	<u>Lname</u>	<u>Fname</u>	<u>Email</u>	<u>Tel</u>	<u>Cell</u>
<b>Ch</b>	Anderson	Chris	christinejanderson@gmail.com	714-858-1645	
<b>x</b>	Archer	Bob	heconsults@yahoo.com	760-341-4844	
<b>x</b>	Fromm	Barbara	bgfromm@gmail.com	760-772-3330	610-823-7979
<b>x</b>	Hunt	Suz	susankayhunt@yahoo.com	760-318-4281	
<b>x</b>	Kozlen	Vern	vernkozlen@gmail.com	760-328-1026	310-995-2201
<b>x</b>	Monell	Chuck	Cmonell1@dc.rr.com	760-324-2303	
<b>x</b>	Saltonstall	Jane	jsalton44@aol.com	760-321-9021	941-685-6771

**College of the Desert Foundation  
2018-2019 Fundraising Goals**

	<b>Annual Giving</b>	<b>Leadership Giving</b>	<b>Major Gifts</b>	<b>Planning Giving</b>	<b>Business Engagement Giving</b>	<b>Grants</b>	<b>Special Event Giving</b>	<b>Total Fundraising Goals</b>
<b><u>GIVING CATEGORIES/INITIATIVES</u></b>								
Faculty/Staff Giving Campaign	80,000							
Retiree Donations	25,000							
Alumni Donations	75,000							
Giving Tuesday Campaign	25,000							
Direct Mail Campaign	40,000							
Community Friends Donations < \$1,000	230,000							
Academic Angels Giving < \$1,000	25,000							
Presidents Circle Giving		355,000						
Academic Angels Giving > \$1,000		45,000						
Business Giving					200,000			
Outright Major Gifts			100,000					
Endowments			100,000					
Space Naming Opportunities			200,000					
Planned Giving				250,000				
Stepping Out for COD Event Giving							600,000	
Academic Angels Events Giving							30,000	
Grants						200,000		
Scholarships			800,000					
<b>TOTALS</b>	<b>500,000</b>	<b>400,000</b>	<b>1,200,000</b>	<b>250,000</b>	<b>200,000</b>	<b>200,000</b>	<b>630,000</b>	<b>3,380,000</b>