



Foundation Development Committee Meeting

Minutes for Thursday, February 18, 2021

2:00PM

Zoom Video

<https://cccconfer.zoom.us/rec/share/3mqrpnETxwd9Q6RGVX13HZAJbLciiywZmeFsCeJ37fIoJ7qJM-Uc1FGNDhCsBzc.FML51kzD24WIK3VS>

Meeting Participants

Committee Members Present

Joanne Mintz (Chair), Carol Bell Dean, Barbara Foster Monachino, Jim Johnson, Marlene O'Sullivan, Jane Saltonstall, Peggy Cravens

Committee Members Absent:

Jim Greene, Jim William (joined at 3:15 pm)

Guest(s)

Christine Anderson, Kirstien Renna, Bill Chunowitz (joined late), Catherine Abbott, Matthew Durkan, Liz Chambers

Recorder

Juli Maxwell

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:04 pm.

2. Action Items

2.1 Approval of Agenda: Foundation Development Committee Meeting of February 18, 2021

Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.2 Confirmation of Agenda: Approval of Agenda for the Development Committee Meeting of February 18, 2021 with any addition, correction or deletions.

2.2.1 Joanne Mintz asked to modified the order of the agenda.

2.2 Conclusion

Barbara Foster Monachino moved to approve the agenda with modifications. Marlene O’Sullivan seconded.

Motion carried unanimously.

3. Minutes

3.1 Approval of regular Foundation Development Committee Meeting Minutes – January 21, 2021.

The minutes were approved as presented.

4. Comments from the Public

4.1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until February 17, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Stepping Up for College of the Desert 2021

5.1 Campaign Update – Catherine Abbott

5.1.1 Campaign is going well. The campaign structure is expected to be done on Monday. Campaign launch is working with the college to get the structure set up on the corner of Fred Waring and Monterey, and will be sending out press kits for the launch of the campaign. Goal of the campaign will be raised by the Stepping Up Committee; next meeting is March 2. Concern was raised that the structure should reflect the new campaign goal. The new goal could be approved by board next Wednesday, February 24.

5.1 Follow-up Items

5.1 Task of

5.1 Due by

5.1 Follow-up Items	5.1 Task of	5.1 Due by
Increase campaign goal	Catherine Abbott	March 2, 2021

5.2 Budget Review – Kirstien Renna

5.2.1 Kirstien presented the budget to the committee. Cathy shared that Foundation needs to increase the overall Foundation fundraising goal for the year. Possible pull out some of the prior source funding and not show the revenue that we have already received, so that the metrics won’t show that

Foundation has exceeded the goal on some of the pillars.

5.2 Follow-up Items

5.2 Task of

5.2 Due by

--	--	--

5.3 Update on Televised Live-Stream Event – Catherine Abbott

5.3.1 Had meeting yesterday with Ad-Hoc committee that is working on celebration concepts, to discuss the television live-stream event. The committee may move the event to the Fall, because of Dr. Kinnamon’s departure. There will be a retirement party for him in April that we can use as a fundraiser for the Foundation. This will move the live television event into next budget cycle.

5.3 Follow-up Items

5.3 Task of

5.3 Due by

--	--	--

5.4 Campaign Launch – Catherine Abbott

5.4.1 See 5.1.1

6. Legacy Leaders – Liz Chambers

6.1 Liz gave an update on recent donors. Recognition event that is planned for April will consist of a panel (estate planning attorney whose husband works at the college) on how to save taxes on your tax return and how to stay out of probate. The event will also recognize legacy leaders.

Peggy Cravens arrived at 2:37. Peggy stated, regarding the Legacy Leaders recognition event, if the Foundation can commit to the Coachella Valley, that all of the Foundation board members are also legacy donors, that will make a huge statement. Board members should seek out someone that has an interest in COD, and dedicated to education, to invite to the April event.

6.1 Follow-up Items

6.1 Task of

6.1 Due by

None	None	None
------	------	------

7. Development Advisory Committee Reports

7.1 Annual Report Advisory Committee – Chair Jim Greene

7.1.1 Nothing to report

7.2 Business Outreach Advisory Committee – Chair Jim Johnson

7.2.1 Still in holding pattern.

7.3 President’s Circle Advisory Committee – Chair Carol Bell Dean

7.3.1 Carol reported that the video did not work out the first run and Sally Hill did not want to do it over. Marlene contacted another COD alumni and committee is now working with Las Casuelas Café and Everbloom. New event date is March 4. Raffle prizes will be gift certificates to Nothing Bundt Cakes and Everbloom Coffee. Videotaping for the culinary aspect is currently in progress. Recording of event will be available afterwards.

7.3 Follow-up Items	7.3 Task of	7.3 Due by
None	None	None

7.4 Campus Tour/Donor Outreach Advisory Committee – Chair Jim Williams

7.4.1 Cathy gave an update: She had a conversation yesterday with Jim Williams about the Co-Op-Etition, and reported that the youth leadership program is moving forward. Spoke with Carlos Maldonado who is the Director of Student Outreach at the college, and he will be helping select students to participate in the Learning To Lead program. So, this is a co-op-petition, collaborative project, that the Foundation is working on with another non-profit organization.

7.4 Follow-up Items	7.4 Task of	7.4 Due by
None	None	None

8. Development Team Update

8.1 Report on Development Staff Activities – Matthew Durkan

8.1.1 . Virtual Scholarship events will take place in March and everything has been scheduled. Working on Top 100 list, meeting with board members to get comments and background on individuals on the list. Working on LYBUNT list, (Last Year but not This Year). Matt is contacting them to see if they are interested in donating this year. Going through program funds, and confirming the criteria is there for each and that the funds are being spent properly. Foundation is applying for grant from Bank of America to sponsor the first year of the Learning to Lead program. Foundation was invited to submit a proposal for \$30 - \$50k for the Foster Youth Program, and that will be submitted next week. Have been given permission from the college to move forward on the grants. Received a gift from Peggy Jacobs for \$25k. Peggy suggested we contact Gates Foundation and other businesses that have attended COD to try and get money. Suggested developing a database of past graduates who are still in the valley that have local businesses. Matt to look into this and follow up with Peggy. Possible email to the Board to have them send names of people they know that fit this criterion. It was suggested that this be brought up at Board meeting next week.

8.1 Follow-up Items	8.1 Task of	8.1 Due by
Check to see if Foundation has a database of former COD students that have local businesses	Matt Durkan	ASAP

9. New Business

9.1 Resignation of Melinda Drickey – Matthew Durkan

9.1.1 She is fully supporting the college and will remain a faithful donor, but time constraints are preventing her from remaining as a board member.

9.2 New Scholarship Administrative Specialist – Matthew Durkan

9.2.1 Matt let the committee know that Juli was selected as the permanent Scholarship Administrative Specialist.

10. Future Agenda Items

10.1 Approach Palm Desert City Council regarding donating to the college

10.2 Fundraising event in collaboration with another college.

11. Adjournment

The Chair adjourned the meeting at 3:22 PM.

Next Meeting: March 18, 2021, 2:00 pm