



## Foundation Development Committee Meeting

Minutes for Thursday, April 15, 2021

2:00PM

Zoom Video

[https://cccconfer.zoom.us/rec/share/HGgof0e\\_qvrJHewnc4x-rfISdZgtbtNuCoIVtLkNyFNihoSqJ5-MgLpjevBMv4ZN.DUgVwLqmLqTXVOI-](https://cccconfer.zoom.us/rec/share/HGgof0e_qvrJHewnc4x-rfISdZgtbtNuCoIVtLkNyFNihoSqJ5-MgLpjevBMv4ZN.DUgVwLqmLqTXVOI-)

### Meeting Participants

#### Committee Members Present

Joanne Mintz (Chair), Barbara Foster Monachino, Carol Bell Dean, Jim Johnson, Marlene O'Sullivan, Jim Williams, Jim Greene

#### Committee Members Absent:

Peggy Cravens, Jane Saltonstall

#### Guest(s)

Kirstien Renna, Bill Chunowitz, Matthew Durkan, Liz Chambers

#### Recorder

Juli Maxwell

### Meeting Minutes

#### 1. Call to Order/Roll Call

The meeting was called to order at 2:02 pm.

#### 2. Action Items

**2.1 Approval of Agenda: Foundation Development Committee Meeting of April 15, 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 April 15, 2021 with any addition, correction or deletions.**

**2.2 Conclusion**

Marlene O’Sullivan moved to approve the agenda with modifications. Jim Greene seconded. Motion carried unanimously.

**3. Minutes**

**3.1 Approval of regular Foundation Development Committee Meeting Minutes – March 18, 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 April 14, 2021 at 5PM to [codfoundation@collegeofthedesert.edu](mailto: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**

Big surge in investments and gifts come in. We are at 62.1% of goal as of today, with 2 ½ months left on the campaign. Email blasts, ads on KESQ, and a live appearance will be coming soon to help the campaign. There will be an event in honor of Joel Kinnamon’s retirement, that will have an ask component to support EDGE/pLEDGE, and Foundation has received a \$100k pledge this week. The new website will be launching this weekend, that will showcase the campaign on the homepage.

<b>5.1 Follow-up Items</b>	<b>5.1 Task of</b>	<b>5.1 Due by</b>
None	None	None

**5.2 Budget Review – Kirstien Renna**

Kirsten presented the budget to the committee. There were no questions regarding the budget.

<b>5.2 Follow-up Items</b>	<b>5.2 Task of</b>	<b>5.2 Due by</b>
None	None	None

**5.3 Campaign Structure – Catherine Abbott**

Catherine Abbott shared that she is currently working with the Operations Manager of the company that owns the fabrication shop, to find a resolution, and has not heard back from her as of yet. Catherine has requested a full refund, as the structure cannot be used at this point.

5.3 Follow-up Items	5.3 Task of	5.3 Due by

**6. Legacy Leaders – Liz Chambers**

Liz Chambers thanked Carol Bell Dean for coming on board to help with the proposed luncheon in May, although the live event cannot take place after all. Liz received a call from two people who would like to put in a 6-figure bequest for an endowed named scholarship as a memorial. These people were President’s Circle members who had been thinking about donating, and the Stepping Up for COD campaign literature sent to them, gave them the mechanism to make this donation. These people are new to the Valley. They want to fund “sculpture and design” in conjunction with the Palm Springs campus. Liz shared that they will be added to Legacy Leaders. An E-blast went out this month regarding bequests, with Peggy Cravens testimonial. Another one will go out in May, featuring Wayne and Maureen Johnson. E-Newsletters are sent out when items of interest to donors are available.

6. 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**

Jim Greene shared that the final draft is in the President’s office. Once approved, it will be sent out electronically, but there will be hard copies for board members and donors.

7.1 Follow-up Items	7.1 Task of	7.1 Due by
None	None	None

**7.2 Business Outreach Advisory Committee – Chair Jim Johnson**

Nothing new – still on hold.

7.2 Follow-up Items	7.2 Task of	7.2 Due by
None	None	None

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

Carol Bell Dean shared that year ending 2019-2020, receipts for President’s Circle were approximately \$54,000. Currently, receipts have increased 193.1% to \$158,000. The committee is looking at the Fall

for the next event. Cabaret 88 event will be January 6, so committee will have to find another date for the President’s Circle event. A February date for an event was suggested, Catherine Abbott has approached Jeff Baker regarding this event. Cathy will work with Vice President Nery to see if we can bring in college entertainment.

<b>7.3 Follow-up Items</b>	<b>7.3 Task of</b>	<b>7.3 Due by</b>
Enquire about having college entertainment at the Fall, President’s Circle event.	Catherine Abbott	May 20, 2021

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

Nothing to report, still on hold.

<b>7.4 Follow-up Items</b>	<b>7.4 Task of</b>	<b>7.4 Due by</b>
None	None	None

**8. Development Team Update**

**8.1 Report on Development Staff Activities – Matthew Durkan**

Matthew Durkan has been reaching out to past donors for contributions. Foundation is working on further outreach to make a comprehensive sweep of all donors that have contributed to Stepping Out in the past. Matthew has also been working on donations from Foundations. Gailya Brown has put together boiler plates proposals for donors to be sent out. Jim Williams suggested keeping alive the concept of internet donations, via an email blast.

<b>8.1 Follow-up Items</b>	<b>8.1 Task of</b>	<b>8.1 Due by</b>
None	None	None

**9. Future Agenda Items**

Campaign Update – Results

**10. Adjournment**

The Chair adjourned the meeting at 2:47 PM.

**Next Meeting: May 20, 2021, 2:00 pm via Zoom**