



Foundation Development Committee Meeting Minutes for Thursday, September 23, 2021

2:00PM

Zoom Video

https://cccconfer.zoom.us/rec/share/isZgHHHhY1hi5jJFHNeCtms1K9EPqK7gAGI8xsBvPwP_uoh-BmnrfgobmTIHkWU.47ciwAh-3PQdT6cM?startTime=1632430854000

Meeting Participants

Committee Members Present

Joanne Mintz (Chair), Leslie Usow, Carol Bell Dean, Jim Johnson, Carol Fragen, Jim Williams, Jim Greene, Peggy Cravens,

Committee Members Absent:

Jane Saltonstall, Marlene O'Sullivan

Guest(s)

Matthew Durkan, Liz Chambers, Catherine Abbott

Recorder

Juli Maxwell

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:01 pm.

2. Action Items

2.1 Approval of Agenda: Foundation Development Committee Meeting of September 23, 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 September 23, 2021 with any addition, correction or deletions.

2.2 Conclusion

Leslie Usow moved to approve the agenda as presented. Jim Johnson seconded.

Motion carried unanimously.

2. Follow-up Items

2. Task of

2. Due by

| | | |
|------|------|------|
| None | None | None |
|------|------|------|

3. Minutes

3.1 Approval of regular Foundation Development Committee Meeting Minutes – April 15, 2021.

The minutes were approved as presented.

3. Follow-up Items

3. Task of

3. Due by

| | | |
|------|------|------|
| None | None | None |
|------|------|------|

4. Comments from the Public

4.1 Comments From The Public: Comments from the Public: Comments from the public: In accordance with Assembly Bill 361 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted no later than 5pm on September 22, 2021, to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Personal Introductions

The committee introduced themselves to the other members.

5.1 Follow-up Items

5.1 Task of

5.1 Due by

| | | |
|------|------|------|
| None | None | None |
|------|------|------|

6. Stepping Out for COD 2022

Matthew Durkan gave the committee an update on the Stepping Out committee meeting. The “Save the Date” went out today. Committee is currently working on sponsorship materials to be approved in October.

Sponsorship packages will roll-out in stages. First to businesses, then they will be going out to individuals and new prospects.

The performer for the event is Ann Hampton Calloway. The McCallum Theatre is requiring vaccine cards

and all guests, including the entertainment, must wear a mask the entire time.

| 6.1. Follow-up Items | 6.1 Task of | 6.1 Due by |
|----------------------|-------------|------------|
| None | None | None |

7. President’s Circle – Carol Bell Dean

Carol Bell Dean reported that they are working on a Veterans event for November 11, at the home of Carol Bell Dean and will include introductions, Catherine Abbott will speak about the Veterans program, Matt will also speak and wine and Hors’ devours will be served. The event will have guest “Veteran” speakers.

On November 19, J. McGlaughlin on El Paseo will be hosting an event with 15% of the proceeds from that event, going to COD. Corktree Restaurant is planning a meet and greet sometime in early January with 50 people max, outdoors. This event will be offered to the “big donors” first. Road Runner Cabaret is scheduled for February 10, 2022 and hoping to get some COD music students to perform.

April 12th is planned for a progressive dinner at Rob Moon’s home, or possibly a casual pizza party at Barbara Foster Monachino’s home.

All events associated with COD will have to abide by the school’s COVID-19 protocols including vaccines for all attendees, or show a negative test taken within 72 hours.

President’s Circle events are part of stewardship for members. All events will be on the community calendar and state the vaccination requirements. Executive Committee is recommending President’s Circle budget be increased from \$10k to \$15k. This will go before the full board at the next board meeting.

Carol stated that she will need to get catering costs bids for these events.

| 7.1 Follow-up Items | 7.1 Task of | 7.1 Due by |
|---|-----------------|------------|
| Get catering bids for President’s Circle events | Carol Bell Dean | 10/14/2021 |

8. Goals of the Development Committee – Who are we and what do we do?

This was not discussed.

| 8.1 Follow-up Items | 8.1 Task of | 8.1 Due by |
|---------------------|-------------|------------|
| None | None | None |

9. 2021-2022 Development Plan

Matthew Durkan presented the Foundations Development Plan for 2021-2022. Matthew asked the committee to each come up with 2 names of potential donors, that Matthew can reach out to. Committee discussed the annual report. New collateral will include a newsletter each month, which will culminate in an annual report at the end of the year.

Peggy Cravens informed the committee about an editorial in the Desert Sun regarding “throwing money at community colleges”. Committee asked that this editorial be sent to them.

| 9.1 Follow-up Items | 9.1 Task of | 9.1 Due by |
|--|------------------|------------|
| Send Desert Sun editorial article to committee | Foundation Staff | 9/27/2021 |

10. Talking points when talking to a potential donor

Matthew Durkan shared that he will be doing training at the October Board meeting regarding this topic. Matthew will be compiling an elevator speech for meeting people and sharing about COD. Catherine Abbott shared that she recently joined a statewide board for the network for community college foundations and was sent talking points about community colleges and the impacts they make on their students. Catherine will send this to the committee and also share with the board at the next board meeting.

| 10.1 Follow-up Items | 10.1 Task of | 10.1 Due by |
|---|------------------|-------------|
| Send committee talking points from the community college foundations network meeting. | Catherine Abbott | ASAP |

11. Future Agenda Items

- Legacy Leaders events
- Donor gifts and recognition –Christine Anderson suggested that an ad hoc committee be formed to discuss this. Joanne Mintz and Catherine Abbott to meet at another time to discuss.

| 9.1 Follow-up Items | 9.1 Task of | 9.1 Due by |
|---|------------------|------------|
| Joanne Mintz and Catherine Abbott to meet regarding donor gifts and recognition | Catherine Abbott | 10/14/2021 |

The Chair adjourned the meeting at 3:20 PM.

Next Meeting: October 14, 2021, 2:00 pm