



**Foundation Academic Angels Committee Meeting
Minutes for Tuesday, November 9, 2021
2:00PM**

Meeting Participants

Committee Members Present

Marge Dodge (Chair), Norma Castaneda and Peggy Jacobs

Non-Voting Committee Members Present

Nancy Harris

Committee Members NOT Present

Cynthia Cottrell and Linda Weakley

Guest(s)

Gailya Brown, Matt Durkan and Amanda McCarthy

Recorder

Eve-Marie Dehondt

Meeting Minutes

1. Call to Order/Roll Call

1.1 Roll Call

The meeting was called to order at 2:00PM.

Norma Castaneda joined at 2:14PM.

2. Action Items

2.1 Approval of Agenda: Foundation Academic Angels Committee Meeting of November 9, 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).

2.1 Confirmation of Agenda: Approval of Agenda for the Academic Angels Committee Meeting of November 9, 2021 with any addition, correction or deletions.

2.1 Conclusion

Peggy Jacobs moved to approve the agenda as presented, Marge Dodge seconded. Motion carried.

2.1 Follow-up Items	2.1 Task of	2.1 Due by
None	None	None

3. Minutes

3.1 Approval of the Academic Angels Committee Meeting Minutes of October 12, 2021.

The minutes were approved as presented.

4. Comments from the Public

4.1 Public Comments: In accordance with Senate Bill 361 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted in person, by email to codfoundation@collegeofthedesert.edu and read into the record during public comment or by using the raise your hand function by joining the Zoom link. There is a time limit of three (3) minutes per person. All comments must be submitted or brought forward prior to the end of the public comments section. Persons with disabilities may make a written request for a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the Committee meeting. All requests should be directed to the Foundation in advance.

There were no comments received from the public.

5. Action & Discussion Items

5.1 Update on In-Person Welcome Back Member Tea – 11/18/2021

The Welcome Back Member Tea is scheduled on November 18, 2021 from 3PM to 5PM at Barbara Fromm’s house in Indian Ridge. At this time, 25 attendees are

confirmed for the event. Marge Dodge indicated that she will start making some phone calls to invite more people.

Marge Dodge, Nancy Harris, Barbara Fromm and Matt Durkan met on October 26 and reviewed the setup of the event at Barbara's house.

Matt Durkan has invited Shawn Abramowitz and the four Learning to Lead Students to attend the event. Two students are confirmed and Matt Durkan will follow up with the other two. They will they be added to the registration list. Marge Dodge will confirm with Jan Harnik and Kate Spates if they will attend. Marge Dodge is finalizing the program and the script of the event. Nancy Harris agreed to say a few words on the reason why the Barker Foundation is funding this event yearly.

Eve-Marie Dehondt will send the final email to all confirmed attendees on Thursday, Nov 11 and a reminder will be sent on Wednesday, Nov 17. The following changes will be made to the email draft:

- Spelling out "Thursday"
- "proof" of vaccination will be required
- Indicating the entrance should be done via the main gate on Country Club

Marge Dodge recommended creating a sponsor sheet asking donors to sponsor the Learning To Lead Students at a \$1K level. A check box stating: "Yes, I want to support learning to support a Learning to Lead student for \$1000" will be added to the donation form, which will be provided at the event for donors to be able to make donation for the Learning to Lead Sponsorship online. Amanda McCarthy suggested adding the check box for donors to sponsor the Learning to Lead Program on the website as well.

The Committee agreed to provide some "Party bags" to all attendees as they exit the event. This will include the donation form, the new Academic Angels pamphlet featuring the Learning to Lead Students, the Stepping Out for COD Save the Date card and Newsletter, the last issue of the "Calling All Angels" Newsletter, masks and pens.

A welcome table will be placed at the entrance of the house, and the Foundation tablecloth will be placed on it. Name badges will be provided.

The Committee discussed offering a gift to the hostess, such as flowers and suggested asking Barbara Fromm what would work for her as she might be already planning for her decoration. Matt Durkan agreed that he would coordinate with Barbara Fromm.

5.1 Follow-up Items	5.1 Task of	5.1 Due by
Eve-Marie Dehondt will send the final email to all confirmed attendees and made the appropriate changes.	Eve-Marie Dehondt	November 10, 2021
Eve-Marie Dehondt will amend the donation form with the additional info on the Learning to Lead sponsorship request	Eve-Marie Dehondt	November 17, 2021
Eve-Marie Dehondt will prepare name badges	Eve-Marie Dehondt	November 17, 2021
Matt Durkan will follow up with the Learning to Lead Student	Matt Durkan	November 17, 2021
Marge Dodge to finalize the program of the event	Marge Dodge	
Party bags to be prepared for all participants as they exit the event	Eve-Marie Dehondt	November 17, 2021
Matt Durkan agreed that he would coordinate with Barbara Fromm regarding the hostess gift.	Matt Durkan	November 12, 2021

5.2 Membership and Renewal Email Blast Update

Marge Dodge will be sending the draft email for the renewal of the Academic Membership to Eve-Marie Dehondt by the end of November. The final email will be sent the week after December 1, 2021 to the current and expired members.

5.2 Follow-up Items	5.2 Task of	5.2 Due by
Marge Dodge to send the draft email for the membership renewal to Eve-Marie Dehondt	Marge Dodge	December 1, 2021
The email reminder for membership renewal will be sent the week following December 1	Eve-Marie Dehondt	Early December 2021

5.2 Calling All Angels Newsletter – Issue #3

Amanda McCarthy presented the first draft of the Calling All Angels Newsletter – Issue #3 scheduled to be published on December 1, 2021.

- Marge Dodge indicated that her comment on the Welcome paragraph would be highlighting the Academic Angels Member Tea event and the February 16 event. Marge Dodge will provide the draft to Amanda McCarthy to add to the newsletter.
- Marge Dodge reported that past Academic Angels President, Susan Linsk sadly passed away recently. The Committee agreed to add a short note in memory of Susan, highlighting her importance for the Academic Angels. Marge Dodge will write it up and send to Amanda McCarthy to add to the letter.
- Marge Dodge suggested adding a note regarding the Membership renewal.
- A page will be created regarding the Member Tea event.

5.3 Follow-up Items	5.3 Task of	5.3 Due by
Marge Dodge will provide the draft information for all the above suggestions to Amanda McCarthy to add to the newsletter.	Marge Dodge	Prior December 1, 2021

5.3 Update on Learning to Lead Program

There was no update at this time. Matt Durkan will obtain an update on Thursday from the students regarding their last month's session.

5.4 Follow-up Items	5.4 Task of	5.4 Due by
Matt Durkan to obtain an update from the Learning to Lead Student on their first session.	Matt Durkan	November 2021

5.4 Wednesday, February 16, 2022

The Committee discussed the luncheon on February 16, 2022 and agreed that it would be great to have the event at a Country Club that would sponsor the event, rather than a restaurant.

Peggy Jacobs offered to look into having Big Horn Country Club host the event. She will check the availability for that date.

The event would be a fundraiser luncheon with entrees and desert. The Committee is aiming to keep the cost under \$50 and charge between \$125 and \$150 per person, depending on the entertainment offered.

The Committee discussed the option to bring a guest speaker on the love theme or an entertainer, such as singer Marc Antonelli that Peggy Jacobs met earlier at an event. The meal could be sponsored by a donor, which could have several levels. For instance, they could be \$1000 sponsors for the Learning to Lead Students, or \$5,000. Another option could be to sell tables. There are several businesses in the valley and some might be interested in sponsoring the event to get some publicity. Flowers centerpieces could be donated for instance or the companies could offering goodie bags or discounts.

Gailya Brown volunteered to get a list of companies and phone them to find sponsorship opportunities once the location of the event will be confirmed. Marge Dodge will look into flower companies that would be able to provide a discount or donate the centerpieces. Norma Castaneda offered to have her staff call around for swag bags from local stores on El Paseo.

5.5 Follow-up Items	5.5 Task of	5.5 Due by
Peggy Jacobs will verify the availability at Big Horn Country Club for February 16, 2022.	Peggy Jacobs	November 2021
Gailya Brown volunteered to get a list of companies and phone them to find sponsorship opportunities once the location of the event will be confirmed	Gailya Brown	December 2021
Norma Castaneda offered to have her staff call around for swag bags from local stores on El Paseo	Norma Castaneda	December 2021
Marge Dodge will look into flower companies that would be able to provide a discount or donate the centerpieces.	Marge Dodge	December 2021

6. Other discussions

There was no other discussion.

7. Adjournment

The Committee Chair adjourned the meeting at 2:52 PM.

Next Meeting: Tuesday, December 7, 2021 – 2PM