



**Regular meeting of the Foundation Board  
Minutes for Wednesday, January 26, 2022  
3PM to 5PM**

**Meeting Participants**

**Voting Board Members Present (17 members)**

Christine Anderson (Chair), Norma Castaneda, Bill Chunowitz, Carol Bell Dean, Marge Dodge, Carol Fragen, Barbara Fromm, Jim Greene, Paul Hinkes, Dale Landon, Joanne Mintz, Barbara Foster Monachino, Rob Moon, Marlene O’Sullivan, Jane Saltonstall, Jim Williams and Jake Wuest

**Non-Voting Board Members Present**

Catherine Abbott, Kim Dozier, Martha Garcia, Amaris Guzman, John Ramont and Aurora Wilson

**Board Members Not Present**

Jim Johnson, Peggy Cravens, Peggy Jacobs, Donna MacMillan, Thomas Minder, Diane Rubin and Leslie Usow

**Guest(s) & Staff**

Gailya Brown, Liz Chambers, Matt Durkan, Juli Maxwell, Amanda McCarthy, Miguel Pena and Kirstien Renna

**Recorder**

Eve-Marie Dehondt

**Meeting Minutes**

**1. Call to Order/Roll Call**

**1.1 Call to Order**

The meeting was called to order at 3:01 PM.

Dale Landon joined the meeting at 3:29PM. Rob Moon left the meeting at 3:59PM.

## 2. Approval of Agenda

**2.1 Approval of Agenda: Foundation Board of Directors Regular meeting of January 26, 2022:** Pursuant to Government Code Section 54954.2(b)(2), the Board 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 Board of Directors regular meeting of January 26, 2022 with any addition, correction or deletions.

### 2.2 Conclusion

Bill Chunowitz moved to approve the agenda as updated, Barbara Fromm seconded. Motion carried.

2.2 Follow-up Items	2.2 Task of	2.2 Due by
None	None	None

## 3. Approval of Minutes

### 3.1 Approval of December 1, 2021 Foundation Board of Directors Regular Meeting Minutes

Barbara Foster Monachino moved to approve the minutes as presented, Joanne Mintz seconded. Motion Carried.

3.1 Follow-up Items	3.1 Task of	3.1 Due by
None	None	None

## 4. Comments from the Public

**4.1 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. Questions will be accepted by email to [codfoundation@collegeofthedesert.edu](mailto:codfoundation@collegeofthedesert.edu) and read into the record during public comment. Persons who wish to speak to the Board on any item not already on the agenda may do so at this time. There is a time limit of three (3) minutes per person and fifteen (15) minutes per topic, unless further time is granted by the Board. This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the

Board, unless simultaneous translation equipment is used. Requests should be directed to the Foundation as soon in advance of the Board meeting as possible

There were no comments from the public and no member of the public was present.

## 5. Mission Moment

### 5.1 Student Ed Master Plan (Dr. Jessica Enders)

This presentation could not take place as Dr. Enders was not able to attend the meeting. This will be tabled to another meeting.

Thank you letter testimonials from scholarship recipients were read to the Board instead of the scheduled presentation.

5. Follow-up Items	5. Task of	5. Due by
The Student Ed Master Plan Presentation is tabled to another meeting.	Eve-Marie Dehondt	March 2022

## 6. Consent Agenda Items

**Consent Agenda:** Blanket Motion: All Consent items were voted on in one motion. Any Board Member may request that any item(s) be moved to the Action Agenda.

**6.1 Resolution of the Board of Directors of the College of the Desert Foundation Making Findings and Determinations under AB 361 for Continued Virtual Meetings**

**6.2 Approve the Letter of retirement from Consultant Liz Chambers**

**6.3 Approve the Ratification of Gailya Brown's Consultant Contract**

### 6. Conclusion

Norma Castaneda pointed out that personal information, such as social security number should be removed from the Board packet and should be blacked out in future materials.

Barbara Foster Monachino moved to approve the consent agenda, Bill Chunowitz seconded. Motion carried.

6. Follow-up Items	6. Task of	6. Due by
Personal information will be removed from the Board packet.	Eve-Marie Dehondt	February 2022

## **7. Action Agenda (Items pulled from the Consent Agenda for Separate discussion and consideration)**

There was no action item pulled from the agenda

<b>7. Follow-up Items</b>	<b>7. Task of</b>	<b>7. Due By</b>
None	None	None

## **8. Reports**

### **8.1 College Superintendent/President – Dr. Martha Garcia**

Dr. Garcia reported that the College has been allocated a fund of \$1.8 million from the Governor’s office to support a community service project involving 100 students, who will contribute 450 hours of community service for a year.

She reported the College continues to experience a decline in student enrollment compared to last spring. Even though the numbers are alarming, Dr. Garcia acknowledged the collective effort from Staff and Faculty’s to support, contribute and help increase the enrollment.

Dr. Garcia noted that the Board of Trustees approved a contract to work with HR Advantage to provide support and work directly with her in regards to enhance public perception of the College.

Dr. Garcia then answered questions from Board Members.

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

### **8.2 Board of Trustees – Aurora Wilson**

Aurora Wilson provided a report from the last College of the Desert Board of Trustee meeting. There was a public hearing of a joint meeting between the Citizens Redistricting Advisory Oversight Committee and the Board of Trustees regarding redistricting of the geographic areas of the Desert Community College District, which is done every decade to balance out changes in the population. This will be brought back again at their February meeting to finalize the process.

The Board of Trustees also reviewed the general obligation bond funds with an experienced attorney. A resolution was made reaffirming the commitments made under Measure B and Measure CC and was approved by the Board of Trustees. They also previewed the work needed on the strategic and educational master plans.

To obtain further information on the Bond Measure, the Board was invited to watch the presentation from Mac McGinnis from the recording of the Board of Trustees meeting available on YouTube. Eve-Marie Dehondt will send the link to access these.

**8.2 Follow-up Items****8.2 Task of****8.2 Due by**

Eve-Marie Dehondt will send the link to access the recording of the January Board of Trustees meeting to the Board Members.	None	None
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**8.3 Student Board Member Update – Amaris Guzman**

Amaris Guzman did not have anything to report.

**8.3 Follow-up Items****8.3 Task of****8.3 Due by**

None	None	None
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**8.4 Board President – Dr. Christine Anderson**

Dr. Anderson reported on the actions and discussions from the January 12 Executive Committee meeting. The Executive Committee had considered hiring a Public Relations consultant to help enhance public perception of the College, but they unanimously agreed that this was the College’s decision to make.

Dr. Anderson shared that Jim Johnson resigned from the Board due to a lack of availability, but he affirmed he would continue to contribute financially to support the College.

Dr. Anderson thanked the Board who became sponsors for Stepping Out for the College of the Desert and encouraged all Board members who did not contribute yet, to do so.

The Ad-Hoc Executive Committee met and worked on the Executive Committee’s organizational chart. A draft will go to the Executive Committee and then come back to the full Board for review and approval.

Dr. Anderson acknowledged Liz Chambers who announced her retirement, and thanked her for her years of service.

**8.4 Follow-up Items****8.4 Task of****8.4 Due by**

None	None	None
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**8.5 Executive Director – Catherine Abbott**

Catherine Abbott provided an overview of the College of the Desert and College of the Desert Foundation’s recent activities to the Board. She shared remarks about Liz Chambers who announced her retirement. Gailya Brown will provide support as the Plan Giving Officer after Liz has retired.

**8.5.1 Budget Workshop Update**

**8.5.2 Budget Workshop Reminder:**

8.5.2.1 Wed, February 2, at 9AM– on Zoom and in the COD Foundation Conference Room

Catherine Abbott informed the Board that the first Budget Workshop had to be cancelled since Kirstien Renna was ill and not able to present. The second budget workshop is scheduled on February 2 at 9AM.

She reported that a temporary accounting person, Mike Hofacre, has been hired for a few months to help in the Foundation office.

8.5 Follow-up Items	8.5 Task of	8.5 Due by
None	None	None

**8.6 Development Update (Matt Durkan)**

Matt Durkan provided an update on the recent activities from the Development Team and the significant gifts received since the last Board meeting. He also acknowledged the Board members who recently made a pledge or significant gifts for the current fiscal year. He provided an update on the recent President’s Circle and Academic Angels events, and on the Stepping Out for College of the Desert, and the donations and pledges received, as of this day.

**8.6.1 Legacy Leaders Update (Liz Chambers)**

Liz Chambers provided an update on the recent gift planning donations received and shared remarks with the Board as she is retiring.

**8.6.2 Revenue Update (Matt Durkan)**

Matt Durkan provided a revenue update.

**8.6.3 8.6.3 Campus Tour Update (Matt Durkan)**

Matt Durkan provided an update on the Campus Tours. The first tours will take place on Wednesday, February 23 with a large group from California Retired Teachers Association and the second one will take place on Friday, March 11. Matt Durkan invited the Board members to attend these tours and Jim Williams and Barbara Foster Monachino agreed to attend the February 23 tour.

8.6 Follow-up Items	8.6 Task of	8.6 Due by
None	None	None

## 9. Discussions & Action Items

### 9.1 Approval to postpone the February 23, 2022 meeting to Thursday March 10, 2022 and cancel the March 30, 2022 Board meeting (Christine Anderson)

Jim Williams moved to **postpone the February 23, 2022 meeting to Thursday March 10, 2022 and cancel the March 30, 2022 Board meeting.** Carol Bell Dean Seconded. Motion carried.

9.1 Follow-up Items	9.1 Task of	9.1 Due by
The Board Date has been changed to March 10, 2022. The date will be updated on the material.	Eve-Marie Dehondt	February 2022

### 9.2 Stepping Out for College of the Desert – March 31, 2022:

9.2.1 General Update (Barbara Foster Monachino & Jane Saltonstall)

9.2.2 Information/Update on Sponsorships (Matt Durkan/Catherine Abbott)

9.2.3 Presentation on the Donor Advised Fund donations for Stepping Out for College of the Desert (Catherine Abbott)

Barbara Foster Monachino and Jane Saltonstall provided information on the Stepping Out for College of the Desert, and Catherine Abbott and Matt Durkan provided an update on the Sponsorship. Item 9.2.3 has been tabled to the next meeting.

9.2 Follow-up Items	9.2 Task of	9.2 Due by
Presentation on the Donor Advised Fund donations for Stepping Out for College of the Desert has been tabled to the next meeting	Catherine Abbott	March 2022

### 9.3 Update on other upcoming Events (Matt Durkan):

9.3.1 **State of the College** – April 19, 2022

Catherine Abbott reported that Dr. Garcia tasked the Foundation to organize the State of the College, which will be done in collaboration with the Academics Angels. This will be a way to promote the Learning to Lead program. The Academic Angels Committee is working on planning this event.

9.3.2 **President's Circle Reception** – April 8, 2022 – 5PM - Rob Moon and Bob Hammack's Residence

**9.3 Follow-up Items****9.3 Task of****9.3 Due by**

None	None	None
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**10. Other Discussions & Future Agenda Items****10.1 Recommendation from the Executive Committee to set a Quasi-Endowment for the \$600,000 Legacy Leaders Gift (Catherine Abbott)**

This item will be discussed in future meetings, as no new action have been taken.

**10.2 Executive Committee Organizational Chart Restructuring Update (Christine Anderson)**

This item will be discussed in future meetings, as no new action have been taken.

**10. Follow-up Items****10. Task of****10. Due by**

None	None	None
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**11. Adjournment**

The Foundation President adjourned the meeting at 4:53PM.

**Next Meeting: Wednesday, March 10, 2022 – 3:30PM – Palm Desert Campus – Cravens Multipurpose Room**