



**Regular meeting of the Foundation Board
Minutes for Thursday, March 10, 2022
3:30PM to 5PM**

Meeting Participants

Voting Board Members Present (18 members)

Christine Anderson (Chair), Bill Chunowitz, Peggy Cravens, Carol Bell Dean, Carol Fragen, Barbara Fromm, Jim Greene, Paul Hinkes, Dale Landon, Thomas Minder, Joanne Mintz, Barbara Foster Monachino, Marlene O'Sullivan, Diane Rubin, Jane Saltonstall, Leslie Usow, 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

Norma Castaneda, Marge Dodge, Peggy Jacobs, Donna MacMillan and Rob Moon

Guest(s) & Staff

Julia Breyer, Gailya Brown, Matt Durkan, Jessica Enders, Mike Hofacre, Juli Maxwell, Amanda McCarthy 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 3:31 PM.

Carol Fragen joined the meeting at 3:51PM. Leslie Usow left the meeting at 4:31PM.

2. Approval of Agenda

2.1 Approval of Agenda: Foundation Board of Directors Regular meeting of March 10, 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 March 10, 2022 with any addition, correction or deletions.

2.3 Conclusion

Catherine Abbott asked to add an amendment of the quote of the quote for Gowns for the 2020-2021 Grad students for the Commencement 2022 under the consent agenda. This will be an addition to Consent Agenda 5.4.

Tom Minder asked to move back the 2% Management Fee for the quasi-endowment on the \$18,000,000 from MacKenzie Scott to the agenda for a vote to collect the management fee, as per the Finance and Investment Committee's recommendation. This item which was a future agenda item listed as 8.3 will become agenda item 7.2.

Bill Chunowitz shared remarks about Donna Jean Darby who recently passed away. She was a member of the Foundation Board and the Board President for many years. Joanne Mintz recommended doing more to recognize her and Catherine Abbott indicated she will be recognized during the next event.

Christine Anderson commented on the Robert's Rules of Order sharing how difficult it was.

Tom Minder 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 – Find a way to recognize Donna Jean Darby at the Fall Annual meeting	Catherine Abbott	Oct. 31, 2022

3. Approval of Minutes

3.1 Approval of January 26, 2022 Foundation Board of Directors Regular Meeting Minutes

Diane Rubin moved to approve the minutes as presented, Bill Chunowitz 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 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. 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.

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

5.2 Approve the 990's Tax Return as recommended by the Finance and Investment Committee

5.3 Approve the Financial Statements for period ended October 31, 2021, November, 30, 2021 & December 31, 2021 as recommended by the Finance and Investment Committee

5.4 Approve the sponsor of \$42,669 for the 2022 Commencement for Cap, Gown and Tassels with an additional \$9,000 for the Gowns for 2020-21 Grads for a total of 52,366.50

5. Conclusion

Tom Minder moved to approve the consent agenda as amended, Barbara Foster Monachino seconded. Motion carried.

5. Follow-up Items**5. Task of****5. Due by**

None	None	None
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6. Action Agenda (Items pulled from the Consent Agenda for Separate discussion and consideration)

There was no action item pulled from the agenda

6. Follow-up Items**6. Task of****6. Due By**

None	None	None
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7. Discussions & Action Items**7.1 Approve the Board Quasi-Endowment for the \$600,000 Planned Gift from Mary Silver as recommended by the Executive Committee (Tom Minder & Diane Rubin)****7.1 Conclusion**

Jim Williams moved to approve the Board Quasi-Endowment for the \$600,000 Planned Gift from Mary Silver as recommended by the Executive Committee. Carol Bell Dean seconded. Motion carried.

7.1 Follow-up Items**7.1 Task of****7.1 Due by**

None	None	None
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7.2 Approve the 2% Management Fee discussion as per the Finance & Investment Committee (Tom Minder)

Tom minder provided background on the discussion that was done during the Finance and Investment Committee regarding the 2% Management Fee that applies to the \$18,000 000 gift from MacKenzie Scott.

7.2 Conclusion

Diane Rubin moved to approve the 2% management fee on the quasi-endowment for the \$18,000 Jim Williams seconded. Motion carried.

7.2 Follow-up Items**7.2 Task of****7.2 Due by**

None	None	None
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7.3 Approve the Executive Committee Organizational Chart Restructuring as recommended by the Executive Committee (Christine Anderson)

The presented the Executive Committee Organizational Chart Restructuring as presented.

7.3 Conclusion

Carol Fragen moved to approve the Executive Committee Organizational Chart Restructuring as recommended by the Executive Committee. Barbara Fromm seconded. Motion carried.

7.4 Foundation Task Force (Barbara Fromm)

Barbara Fromm provided an update on the Foundation Task Force.

Christine Anderson pointed out that the board was provided talking points regarding the new campuses.

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

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

7.5.1 General Update (Barbara Foster Monachino & Jane Saltonstall)

Barbara Foster Monachino provided an update on the event and thanked the staff and the Committee. Tom Minder secured the ground transportation. Good support from the Business Community. First Republic, FirstBank, Covington, Merrill Lynch, Agua Caliente, and many others.

Ticket sales won't be sold rather distributed through comps and guests and will try to be seated in the main orchestra level.

7.5.2 Budget Update (Kirstien Renna)

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

7.5 Follow-up Items	7.5 Task of	7.5 Due by
None	None	None

7.6 Budget Workshop info – Next Finance and Investment Committee meeting on Wednesday, April 20 at 3PM (Catherine Abbott)

Catherine Abbott informed the Board the budget workshop will take place prior to the Finance and Investment Committee meeting.

7.6 Follow-up Items	7.6 Task of	7.6 Due by
None	None	None

8. Other Discussions & Future Agenda Items

8.1 10.1 Campus Grants (Catherine Abbott)

- 8.2 Review the proposed list of Board of Directors as presented in the Board packet & Nominating Committee Update (Barbara Fromm)**
- 8.3 2022-2023 Foundation Budget First Review (Kirstien Renna & Catherine Abbott)**
- 8.4 Board Member Expectation Form (Catherine Abbott)**
- 8.5 Student Emergency Fund Update**

8. Follow-up Items	8. Task of	8. Due by
None	None	None

9. Adjournment

The Foundation President adjourned the meeting at 5:00PM.

Next Meeting: Wednesday, April 27, 2022 – 3:00PM – Desert Willow Resort