



**COD Foundation: Nominating Committee  
Minutes**

**Monday, November 14, 2022, at 2:00 PM**

**Location: COD Foundation Conference / Zoom**

**Meeting ID: 897 5792 2377 / Passcode: 295166**

**OR Dial: 1 669 444 9171 (US)**

**COLLEGE OF THE DESERT FOUNDATION MISSION:** College of the Desert Foundation acts as advocates for the College and secures financial support enhancing educational opportunities for all students.

**COLLEGE OF THE DESERT MISSION:** College of the Desert provides excellent educational programs in basic skills, career and technical education, certificate, transfer preparation, associate degrees, noncredit and distance education, which are continuously evaluated and improved. Our programs and services contribute to the success, learning and achievement of our diverse students and the vitality of the Desert Community College District, surrounding areas and beyond.

**Voting Committee Members (total #): 7**

**Jane Saltonstall (Chair), Norma Castaneda, Bill Chunowitz, Carol Fragen, Peggy Jacobs, Marlene O'Sullivan & Rob Moon**

**Quorum (51%): 4**

**Subject to Brown Act: Yes**

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

**1.1 Call to Order**

Meeting called to order at 2:04 PM

**1.2 Roll Call**

Jane Saltonstall, Norma Castaneda, Bill Chunowitz, Carol Fragen, Marlene O'Sullivan & Rob Moon

Non-Voting: Barbara Foster Monachino, Catherine Abbott, Chris Anderson

**2. Agenda**

**2.1 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 Nominating Committee Meeting of November 14, 2022, with any additions, corrections, or deletions.**

### **3. Minutes**

**3.1 Approval of the Nominating Committee Meeting Minutes of April 22, 2022.**

None. Minutes stand 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 by email to [codfoundation@collegeofthedesert.edu](mailto: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.**

No Public Comments

### **5. Discussion & Action Items**

#### **5.1 Welcome and Overview of Meeting**

The Chair calls for a broader diverse board, inclusive of members who make up a representation of respective populations, employment, ethnicity, age, etc.

#### **5.2 Review of Process Materials + Accompanying Documents**

The Nominating Committee Documents and Materials were drafted from the Executive Committee, a few years ago. The Chair asked members to provide edits to the materials, and Bill Chunowitz provided updates.

#### **5.3 Review of Draft Goals + Additions**

The Chair requests that members review the DRAFT Goals and asks if there are any missing areas (i.e., a lawyer, an accountant, business, philanthropy leaders, members that are representative of the student body, age, etc.).

Rob Moon advises that younger, working adults may be unable to attend board meetings during the working day hours, and Bill Chunowitz agrees.

Bill Chunowitz left the meeting at 2:16 PM.

The Chair asks committee members to think about setting member expectations. Prospective members can provide more than just wealth (i.e., wisdom, relationships, talent, time, etc.). The Chair notes from the DRAFT Goals to consider leaders among the Native American tribal communities to join the board. Rob Moon states that some prospective board members may not be able to make the \$5,000 yearly contribution, as required by the Foundation. The Chair advises that people are worth it, whether they provide \$5,000 annually or not, as they may provide other types of support. The Chair advises members to start thinking about other ways prospective members can support the Board.

Norma Castaneda suggests obtaining contributions coming from a company (Example: a company provides a representative from their executive team to join the board/committee, and where the company provides the \$5,000 contribution). Norma Castaneda will be sharing Nominating Committee info at a private event, where local CEOs will be present.

Rob Moon will also be reaching out to local CEO's.

The Chair advises members:

- Start by soliciting recommendations of prospective members
- Prepare to provide an introductory presentation of the prospects to the Board
- Complete the Referral form
- Foster cultivation
- Determine if the prospect is interested and ready to join
- Finalize the DRAFT Materials and share them with the Board
  - Update campus tour as one of the first items prospects must complete

Rob Moon asks what can be done if there is a potential prospect that the Board does not recommend. Carol Fragen shares that Tamarisk Membership provides members with a 10-day notice and requires 3 members to blackball. The Chair

agrees with implementing a 10-day protocol.

Rob Moon asks who makes the call to waive the \$5,000 annual contribution. The Chair advises the Board Chair to follow up. Barbara Foster Monachino comments that Mosser advised the \$5,000 can be any combination of contributions (i.e., State of the College, Stepping Out, President's Circle, etc.). The Board Chair will share during the upcoming Executive Committee meeting how the \$5,000 annual contribution breaks down and a DRAFT needs to be written about additional ways to contribute (i.e., time, give \$5,000 or get \$5,000).

Finding prospective members is the duty of all Board members, not just Nominating Committee members.

Norma Castaneda provided diversity statement research, and the Chair asks 2-3 members to review the documents.

Members agree to adding 2-4 new members.

#### **5.4 Overview of Pipeline from 2021**

The Chair requests removing the Overview of Pipeline document as it was drafted January 2022 and is no longer relevant.

#### **5.5 Board Candidates Research 2022-23 created by Juli**

The Nominating Committee requires a closed session.

#### **5.6 Future Items**

Special Meeting with Closed Session: Monday, November 21, at 1:00 PM – HYBRID

### **6. Adjournment**

#### 6.1 Adjournment

Chair adjourned meeting at 3:04 PM

#### 6.2 Next Meeting: December 12, 2022, from 2 PM to 3 PM