



Foundation Development Committee Meeting

Minutes for Thursday, December 15, 2022

2:00 PM

VIDEO

Meeting Participants

Committee Members Present

Peggy Jacobs (Chair), Carol Bell Dean

Committee Members Absent:

Jane Saltonstall

Guest(s)

Catherine Abbott, Gailya Brown

Recorder

Juli Maxwell

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:02pm.

2. Action Items

2.1 Approval of Agenda: Foundation Development Committee Meeting of December 15, 2022 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 December 15, 2022, with any addition, correction or deletions.

Carol Bell Dean moved to approve the agenda. Peggy Jacobs seconded.

Motion carried unanimously.

3. Minutes

3.1 Approval of regular Foundation Development Committee Meeting Minutes October 24, 2022.

Peggy Jacobs moved to approve the minutes. Carol Bell Dean seconded.

Motion carried unanimously.

4. Comments from the Public

4. 1 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 from the public received.

5. Discussion and Action Items

5.1 Legacy Leaders Update – Gailya Brown

Gailya reported that Legacy Leaders have 5 new people that have committed or are in the process of cultivation. The Legacy Leaders reception was held on November 20, where two faculty members showed interest in becoming a Legacy Leader. Jake Wuest has committed to be a legacy leader.

5.1 Follow-up Items	5.1 Task of	5.1 Due by
	None	None

5.2 President’s Circle Update – Carol Bell Dean

Let's Play Hooky – Carol Bell Dean reported that there was a lot of positive input for the event from the El Paseo Merchants. As of today, the Foundation has received one check. Cathy and Carol will go to the participating retailers take them inscribed prisms as a “thank you” for their participation. Committee discussed including a letter from the Stewardship Committee thanking them for their participation.

El Paseo merchants association met and they were pleased with the event, stating that it was a classy and elevated event. Committee noted that next year start recruiting corporate stores in January so they have enough time to get participation confirmed with their headquarters.

Gailya mentioned including the retailers that raised at least \$1000.00 for the Foundation, be included as a President’s Circle member. Committee agreed.

El Paseo Jewelers event – the store did not send out invitations to their customers. Only 3 people showed up to the event. Cathy and Liz went to visit with the owner, and he had no hard feelings. They did receive flowers from the Foundation, thanking them.

The final President’s Circle event will be held on April 4, with a “Taco Tuesday” theme. Leslie Usow is working with Shadow Mountain to iron out the details. Would include turf department, entertainment from the students. Golfers from COD possibly attend.

PC renewals – Catherine Abbott shared that herself, Marlene and Liz, with Amanda McCarthy included, went over the list of the people that need to renew. Renewal eblast went out and had a good response. Phone calls have been going out and this has been very successful.

Committee agreed that a Stepping Out Sponsorship of at least \$10k will automatically make you a member of President’s Circle and Academic Angels.

5.2 Follow-up Items	5.2 Task of	5.2 Due by
None	None	None

5.3 Stepping Out for COD Update

Liz shared with the committee the ongoings from the Stepping Out committee meeting. Committee took the list of 70 sponsors from last year and divided up the names among the committee to make calls. Since the calls have been made, \$25k has been committed by sponsors. \$117K is the total amount the Foundation has in so far. Goal is \$160k. Peggy Jacobs offered to make calls to others for sponsorship. Liz to get a list to Peggy.

5.3 Follow-up Items	5.3 Task of	5.3 Due by

5.4 Campus Tours

Catherine Abbott shared that campus tours were very successful for the Fall season. She suggested that Foundation hold focused tours, customized to donors who give to specific areas/departments. This is to target donors who have been giving to programs and customize the tours to their interests. This may generate more revenue as a result. Peggy Jacobs shared that she would like to have a group from Big Horn do a private tour. Introductory tours will still be held, along with customized tours. Peggy asked for more information as to which degrees are possible to achieve at COD, and suggested that this be included in tour print media. Follow up letters or calls. Outreach to other country clubs.

5.4 Follow-up Items

5.4 Task of

5.4 Due by

5.4 Follow-up Items	5.4 Task of	5.4 Due by
Approach Bighorn members to attend tour/luncheon.	Peggy Jacobs	

6. Future Agenda Items

Development Plan

Plan to identify major donors

7. Adjournment

The Chair adjourned the meeting at 2:46 PM.

The next meeting is scheduled for January 19, 2023, at 2pm.