



Foundation President's Circle Events Committee Meeting Minutes for Thursday, October 7, 2022

2:00 PM

Zoom Video
[VIDEO](#)

Meeting Participants

Committee Members Present

Carol Bell Dean (Chair), Rob Moon, Barbara Foster Monachino, Leslie Usow, Gerri Hinkes

Committee Members Absent:

Barbara Foster Monachino

Guest(s)

Matthew Durkan, Catherine Abbott

Recorder

Juli Maxwell

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:04pm.

2. Action Items

2.1 Approval of Agenda: Foundation President's Circle Events Committee Meeting of October 7, 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 President's Circle Events Committee Meeting of October 7, 2022 with any addition, correction or deletions.

2.2 Conclusion

Rob Moon moved to approve the agenda. Leslie Usow seconded.

Motion carried unanimously.

3. Minutes

3.1 Approval of regular Foundation Development Committee Meeting Minutes – September 1, 2022.

Carol Bell Dean moved to approve the minutes, Leslie Usow seconded.

The minutes were approved as presented.

4. 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 received.

5. Discussion Items

5.1 PC Fall Reception - November 10 4:30pm – 6:30pm

Home of Tom Minder and Duke Kulas

Focus: Children's Development Center

5.1.1 Program – 3 speakers for the event: CDC Chef, a student and Diane Russom from CDC

5.1.2 Catering – Buffet by Il Corso with assorted items

5.1.3 Host Responsibilities (alcohol?) – Tom and Duke will provide

5.1.4 Guest Invitations

5.1.4.1 To whom will they be sent? - Members and their prospective member guests, Tour Attendees

5.1.4.2 How will they be sent? – Invites will be sent by Email

5.1.4.3 When will they be sent? – First invite sent on October 20, then each week, another email reminder.

5.1 Follow-up Items**5.1 Task of****5.1 Due by**

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5.2 Let's Play Hooky Event – Friday, Nov. 18 – 10am – 5pm

5.2.4 Catherine Abbott gave a brief overview of the event for the committee. There are 15 stores currently participating and will donate 15% of their proceeds to College of the Desert Foundation. Marketing is being sent out now. El Paseo Merchant Association will also be promoting the event. HR Advantage is writing an article for the Desert Sun. Marge Dodge may be a source for writing an article. Carol Bell Dean will contact her. Board members will be the volunteers and there will be a sign-up sheet at Board Retreat. Two-hour time slots and locations will be included on the sign-up sheet. President's Circle members will also be asked to greet customers and help out. Press release will go out right after State of the College, and information will also be on social media. There will be balloons at each store to designate the participating businesses. Some stores are doing fashion shows and champagne toasts. Carol added that on December 2, El Paseo Jewelers will be doing their own separate event and will open up his store and give COD 10%, he will have refreshments and appetizers, and will get balloons from the Foundation for this event. He will be doing his own marketing for this event.

5.2.5 Fashion Show from 10-11 by Hotel Paseo modeling items from participating stores to kick-off the event.

5.2.6 **Cookies by Culinary Department** – no other food will be provided.

5.2.3 **Trams** – Drivers **NOT DISCUSSED**– Trams will shuttle customers to stores

5.2.7 Volunteers at each store (Board Members and President's Circle Members)

5.2 Follow-up Items**5.2 Task of****5.2 Due by**

Send Carol updated list of participants.	Cathy Abbott	ASAP
Ask Marge Dodge to write something in Desert Sun.	Carol Bell Dean	ASAP

5.3 Spring Event - Shadow Mountain Golf Club

5.3.1 April 4 is Event Date – 4:30 – 7:00 pm Community Calendar **NOT DISCUSSED.**

5.3.2 Turf Management program will be the focus

5.3.3 Taco Tuesday Pricing and Food – Carol did not yet inquire.

5.3.4 Invitation List – **NOT DISCUSSED**

5.3 Follow-up Items	5.3 Task of	5.3 Due by

5.4 Acquisition Mailing (New members)

5.3.5 Mailing List Criteria - People who have donated \$500 or more will get the mailing.

5.3.6 Mail Date – October 10 (Include invitation to attend PC Reception on November 10?) **NOT DISCUSSED**

5.4 Follow-up Items	5.4 Task of	5.4 Due by

5.5 Membership Renewal Mailing

5.5.1 Mail Date- November 11, 2022

5.5.2 Cover Letter **NOT DISCUSSED**

6. Future Agenda Items

7. Adjournment

The Chair adjourned the meeting at 2:32 PM.

Next Meeting: October November 3, 2022, 2:00 pm