

## Foundation Board of Directors Annual Meeting (Wednesday, April 26, 2023)

Generated by Elena Moiseeva on Monday, May 22, 2023

### Members present

Christine Anderson, Bill Chunowitz, Norma Castaneda, Carol Bell Dean, Marge Dodge, Carol Fragen, Barbara Fromm, Martha Garcia, James Greene, Paul Hinkes, Dale Landon, Tom Minder, Barbara Foster Monachino, Jane Saltonstall, Jake Wuest, James Williams, Robert Moon

### Meeting called to order at 1:27 PM

#### 1. CALL TO ORDER/ROLL CALL

##### 1.01 Call to order

Call to Order/Roll Call: 1.02 Roll Call

#### 2. AGENDA

2.01 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). Remote participation is allowed in case of Emergency.

2.02 Confirmation of Agenda: Approval of agenda for the Foundation Annual Board of Directors Meeting of April 26, 2023 with any additions, corrections, or deletions. Tom Minder requested a correction to the Closed Session Item, as there was only one potential case of litigation to be discussed. Bill Chunowitz moved to approve. Barbara Fromm seconded. Motion carried.

#### 3. MINUTES

3.01 Approval of the March 8, 2023 Foundation Board of Directors Regular Meeting Minutes. No corrections were requested, minutes stand as presented.

#### 4. PUBLIC COMMENTS

4.01 Public Participation and Public Comment: In person and remote public participation is allowed and will be accepted in person, by email to [codfoundation@collegeofthedesert.edu](mailto:codfoundation@collegeofthedesert.edu) and submitted for the record during public comment or by using the raise your hand function by joining the Zoom link: <https://collegeofthedesert-edu.zoom.us/j/5066201567?pwd=ZW5DRzY3TTk1ekRudGRpZy9iNnFzUT09>. 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. Accommodations for Persons with Disabilities: 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 Board meeting. All requests should be directed to the Foundation Office in advance via email to [codfoundation@collegeofthedesert.edu](mailto:codfoundation@collegeofthedesert.edu).

#### 5. MISSION MOMENT

##### 5.01 Honoring Dr. Garcia

Item was postponed as Dr. Garcia wasn't available at that moment.

#### 6. REPORT ITEMS

##### 6.01 Superintendent's/President's Report

Absent

##### 6.02 Board Chair

##### 6.03 Executive Director

Cathy Abbott informed Kirstien Renna will Present Stepping Out report.

Revenue on the day of the report was \$508200,86 versus budgeted \$550000. Additional \$60500 and \$28000 are anticipated that will contribute to overall success of the event. So for the grand total of \$596700, we have recorded \$186536.62 in expenses, where nearly \$30000 was in-kind expense for McCallum Theater. Tom Minder thanked his co-chairs for a wonderful event. Cathy Abbott informed that next year's Stepping Out Event is scheduled for April 4, 2024.

6.04 Directors' Reports (Reports may be submitted by emailing the Foundation at [codfoundation@collegeofthedesert.edu](mailto:codfoundation@collegeofthedesert.edu))

### Marge Dodge, Director of Recognition and Outreach

"Calling All Angels," the quarterly e-newsletter, was sent last month. The objective of the newsletter is to keep members informed and engaged.

Learning to Lead introduction sessions will be held April 24 and 25, 2023 in the Hilb Library, second floor computer lab. There will be four sessions scheduled so students can select the best day and time to attend. The objective of the session is to introduce the 10-month Leadership Coachella Valley program and encourage students to apply.

The May Mixer at Wildest will be held on May 3 with 22 RSVP's. The event will be generously underwritten by HR Advantage. Hopefully the mixer will generate additional memberships.

The spring 2023 Luncheon will be held on May 12 at Big Horn with a program presented by hospitality management instructor Yolanda Bender. She will speak about the 15 COD students going to Wakayama University in Japan for a cultural exchange. The theme will be Japanese.

The Welcome Back Tea for members only will be held on October 19, 2023 at Cuistot's from 4:30 to 6:30.

PRESIDENT'S CIRCLE event was held in Palm Desert at the home of Karen Miles on April 3. Presentation was the Public Safety Academy EMT program which was enthusiastically received.

### Jane Saltonstall, Director of Programs/Campus Connections

Jane talked about Campus Grants Committee, that meets twice a year, this time there was \$15000 to choose and distribute between the proposals.

#### Culinary - Nutrition Software \$1,992.00

Culinary has introduced a new course called Culinary Nutrition, focusing on nutrients in food, modifying recipes for nutrition, designing nutritious menus, nutrition labeling, and understanding ingredients.

Social Science and Arts - Equipment for Film Club - \$2,902.00

The equipment selected to purchase in this proposal will help students use professional grade production equipment to help them produce professional looking and sounding content. In addition, short films will be produced using this equipment so that they can enter into film competition.

Arts and Media - Equipment for Radio Station - \$3,000

For the purchase of equipment to be used at the Campus Radio Station, COD Roadrunner Radio. Currently, the program has a mixture of microphone types, which yield mixed results for the students and inconsistent audio if they are unable to return to the same studio for lab to continue their projects. In addition, they will be purchasing new boom arms to replace failing arms in the studio.

Child Development Center - \$2,000

With this funding the CDC will host a "meet and greet for students" to foster connections with and among faculty, staff, and students, introduce them to the resources of the McCarthy Center and reinforce concepts of developmentally appropriate, play based learning to encourage student enrollment and student success. The Department will purchase SWAG, Breakfast and Binders for students that will contain program-pertinent information, degree/certificate pathways, along with the opportunity to start building their professional portfolio.

GSD Pride Center - \$2500

The GSD Pride Center is planning an array of activities, workshops and social integrations to celebrate LGBTQIA+ culture and people. Funding will be used to bring awareness to the campus community about individuals that have shaped our community, myths and conceptions related to sexually transmitted diseases, and to increase social integration among LGBTQIA+ students.

Communication - ESL Student Book Club (Lisa Davenport) - \$2500

The grant will allow ESL students start a book club, provide a book for interested students and host bi-weekly gatherings to discuss it. They intend to start with *Harvesting Dreams: Defying the Odds to Achieve the American Dream* by Erica Alfaro. Ms. Alfaro spoke at the Fall CATESOL conference and told an inspiring story of growing up with immigrant farm working parents, overcoming obstacles to complete high school, and then continuing to higher education to complete both a bachelor's and master's degree. The book is available in both English and Spanish. The book club will be both in person and virtual and serve hundreds of students.

Cathy informed that estate gift was received, and decision was made to increase the budget for Campus Grants and provide \$15000 twice a year, so total budget of \$30000.

**Bill Chunowitz, Past Chair**

Bill presented the Campus Tours. It was a successful season, lots of work was put into it, thanks to the team and faculties for cooperation. We can't wait to start Campus Tours again on October 2023.

**Barbara Foster Monachino, Director of Operations and Nominating**

Barbara reminded everyone about upcoming Audit: pre-audit will take place June 19-23 and main Audit will take place August 7-11.

**Jake Wuest, Treasurer (absent)**

Kirstien Renna spoke about 990's tax returns. We've been working with the district as there were some discrepancies in scholarships between what we paid and what district was reporting. We are about 90% of the way. Our deadline is May 15th, we are going to keep following what we have as our numbers are correct.

Chair moved to the item 8.02 Approval of New Board Members and Nominating Committee Slate Recommendation, in order to introduce and vote in the new Board Members. Non-voting members and guests were asked to leave the room.

Closed session shall not extend past the designated time, but should the business considered in closed session require additional time, the Committee shall reserve time to continue discussion. The Board of Directors will have discussions and/or action in closed session on the following matters: 8.02 Approval of New Board Members and Nominating Committee Slate Recommendation.

After Closed Session Chris Anderson reported the Board's decision to appoint Shari Stewart, Jenell VanDenBos, Connie Lurie and Charles Townsend Vinci new Foundation Board Members. New Board Members introduced themselves and presented their vision to the Board.

Joan Lamb was presented to the Board as a new potential Board Member.

Chair proceeded to Agenda Item 7.01 CLOSED SESSION

Closed session shall not extend past the designated time, but should the business considered in closed session require additional time, the Committee shall reserve time to continue discussion. The Board of Directors will have discussions and/or action in closed session on the following matters:

7.01 CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL (Government Code Section 54956.9): ANTICIPATED LITIGATION (Significant exposure to litigation pursuant to Government Code section 54956.9, subd. (d)(2) and (e)(1)) One (1) potential case

No reportable actions from Closed Session were presented.

The Chair referred back to item 5.01 Mission Moment - Honoring Dr. Garcia.

Chris introduced two students of COD who gave their inspirational speech in honor of Dr. Garcia.

Chris thanked Dr. Garcia for her tremendous impact on College and Foundation.

Cathy Abbott took over and gave her speech dedicated to Dr. Garcia.

Dr. Garcia thanked all Foundation Members for their impact on student lives. She thanked Board members and Foundation team for supporting and always do what's right.

7.02 2023-2024 Draft Budget - 2nd Draft

Kirstien Renna presented second draft of 2023-2024 Budget.

7.03 Student Emergency Fund Study Outcomes

Item was tabled

7.04 Annual Commencement invitation

Item was tabled

7.05 May Events

Item was tabled

## 8. ACTION ITEMS

8.01 ITEM FOR APPROVAL: Financial Statements Ending January 1, 2023 - March 31, 2023  
Kirstien Renna presented Financial Statements Ending January 1, 2023 - March 31, 2023.  
Chair asked for Motion to approve Financial Statements Ending January 1, 2023 - March 31, 2023.  
Barbara Fromm moved to approve. Jim Greene seconded. Motion carried.

8.03 Approval of Slate of Officers and Executive Committee 2023-2024  
Bill Chunowitz moved to approve. Jim Greene seconded. All in favor.  
Slate of Officers and Executive Committee approved as presented.

Diane Rubin took over as a Chair of the Board. Diane gave speech honoring Chris Anderson.

## 9. ADJOURNMENT

9.01 Regular Meeting: Wednesday, May 24, 2023, at 2:30 PM-4:30 PM, at Cravens Multi-Purpose Room

Procedural: 9.02 Adjournment  
Meeting was adjourned at 3:42 PM.