



**Foundation Executive Committee Regular Meeting
(Wednesday, September 27, 2023)
1:30pm – 3pm**

Generated by Juli Maxwell on Monday, October 2, 2023

1. CALL TO ORDER/ROLL CALL

1.01 Meeting was Called to Order at 1:32pm

1.02 Members Present: Diane Rubin, Christine Anderson, Bill Chunowitz, Marge Dodge, Barbara Foster Monachino, Barbara Fromm, Laura Hope, Rod Garcia, Tom Minder, Rob Moon, Jane Saltonstall, Jake Wuest.

Non-voting members present: Catherine Abbott, Laura Hope, Rod Garcia

Members Absent: Donna MacMillan, Marlene O'Sullivan, Shari Stewart, Charles Townsend Vinci, Jim Williams, Chris Anderson, Carol Bell Dean, Barbara Fromm, Jim Greene, Joan R. Lamb, Dale Landon, Connie Lurie

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 2/3 vote of the Board, or (if less than 2/3 of the members are present, a unanimous vote of those 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.

2.02 Confirmation of Agenda: Approval of agenda for the Sept 27, 2023, Foundation Executive Meeting with any additions, corrections, or deletions.
The agenda was approved as presented.

3. MINUTES

3.01 Approval of April 12, 2023, Foundation Executive Committee Regular Meeting Minutes
The minutes were approved as presented.



4. PUBLIC COMMENTS

4.01 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 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. All requests should be directed to the Foundation by 5:00 p.m. Wednesday, September 26, 2023. There were no public comments.

5. REPORT ITEMS

5.01 Brown Act Refresher

The committee made introductions of each member to President Laura Hope. Diane Rubin shared with the committee the highlights of changes to the Brown Act for in-person meetings. Diane stated that at least a quorum must be in person at each meeting. For "Just Cause" or "Emergency" situations (outlined in the Brown Act), a person may participate from another location, but it must be from location within the boundaries of the district, must be accessible to the public and they must post the address on the meeting agenda.

5.02 Administrative Comments

Superintendent/President Laura Hope shared with the committee what she has been spending her time on during the 3 months that she has been in this role. Diane Rubin shared a quote with the committee. Catherine Abbott shared with the committee the highlight of what has been going on in the Foundation. The Foundation received a \$3.5M check from the Peggy Cravens Foundation. This is a restricted fund, and to be used for ongoing maintenance of the Cravens Student Center on the Palm Desert Campus. The Foundation also received \$200,000 from the Richard Brooks Foundation. Catherine also shared that the Foundation has hired a Director of Development, Eddie Hernandez, and a new position of Resource Development Specialist, Elena Moiseeva, who have both hit the ground running. Cathy shared that the Foundation is currently working on the Great Alumni Hunt, with students as the team leaders, with mentors on their teams, made up of faculty and community leaders. The event kicks off on Friday, September 29, 2023. The Foundation's social media has increased in engagement. The event will culminate on October 25 at the Acrisure Arena at a Firebirds Hockey game.

6. DISCUSSION ITEMS

6.01 Director Rob Moon - President's Circle/Stepping Out for COD

Rob Moon reported that there was a President's Circle Ad Hoc committee meeting on September 6 with Cathy Abbott, Eddie Hernandez, Rob Moon and Elena Moiseeva to discuss duties and responsibilities of the Chair of this committee. Membership, budget



and events were discussed. There is an event planned for November 9 at BG Bird Gardens in Palm Desert, CA. The theme will be a Jimmy Buffet oriented, Margaritaville/Cheeseburger in Paradise. Willie Rhine will do the catering. The committee is planning another February event but does not have a date as of yet. The committee will work on ways to attract more members.

Marge Dodge informed the committee that the Academic Angels Welcome Back Member Tea will take place on October 9 at Cuistot.

6.03 Review Executive Committee Strategic Goals 23/24 Fiscal Year

Diane Rubin asked the committee to review the goals that were set in the Spring. Cathy Abbott shared some of the goals including decreasing meeting frequency by 20%, combining Advancement Committee with President's Circle to prevent duplication of efforts, focus on internships, bylaws, and nominating. Cathy has been working with the Transfer Center and Ward Fredericks on dual enrollment students who are interested in going into the CSU system, and some board members interested in establishing an Emeritus council. Other goals are increasing Academic Angels, staff size and resources, and KPIs for the accounting team. Strengthening the Nominating committee and integration of new board members were also on the list of goals.

6.04 Financials - Review of Financials and Audit update - Barbara Foster Monachino / Kirstien Renna

Barbara Foster Monachino shared that the Finance Committee did not have a quorum to approve the June 2023 Financials, so the Audit won't be approved until the next finance meeting where the June 30, 2023 financials can be approved. The Audit was a clean with no adjustments of journal entries.

6.05 Board Designated Funding Recommendation/Approval

Cathy Abbott shared Board approved the operating budget for this fiscal year, but one of the line items, the board designated funding. Two of the areas that were not approved were the \$170,000 rolling up into that \$260,000, were the Executive Director discretionary funding, campus grants and also the President's fund, which left a balance of \$170,000 which needs determination on how it is spent. Cathy's recommendation to the committee is that they allocate \$135,000 to the faculty prioritization process for equipment and supplies. Last year the Foundation helped the college with \$107,000 for equipment but all items were not able to be fulfilled. The second piece of this is the work experience paid internship program. The program has unpaid internships with the majority of these internships at for non-profits. KESQ needs support and do not have a budget for this, but students are received bachelor and masters degree experience from these internships. The committee discussed putting more money towards the paid internships than towards the faculty for equipment and supplies. Committee suggested putting \$100k towards the faculty needs and \$70k towards internships and will make this recommendation to the Board.

6.06 Fall Calendar and Committee Meeting Schedule

Committee reviewed the Fall Calendar and the meeting schedule.



6.07 September 27th Board Meeting Agenda Items - Welcome and introductions to the new and previous board members, Mission Moment, Financial Update

7. ADJOURNMENT

7.01 Adjournment

The meeting was adjourned at 2:51pm.

7.02 Next Meeting: November 1, 2023, 1:30 - 3:00 PM