

## Foundation Executive Committee Regular Meeting (Wednesday, March 27, 2024)

Generated by Dotty Durney on Thursday, April 4, 2024

### 1. CALL TO ORDER/ROLL CALL

Call to Order/Roll Call:

#### 1.1 Call to Order

The meeting was called to order at 1:33pm

Call to Order/Roll Call:

#### 1.2 Roll Call

Members present: Diane Rubin, Bill Chunowitz, Marge Dodge, Barbara Foster Monachino, Barbara Fromm, Tom Minder, Rob Moon, Jane Saltonstall, Jake Wuest.

Members absent: Christine Anderson.

Non-voting members: Rod Garcia, Laura Hope (arrived at 1:36pm).

Guest: Catherine Abbott.

Recorder: Dotty Durney

### 2. AGENDA

2.1 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.

2.2 Confirmation of Agenda: Approval of agenda for the March 27, 2024, Foundation Executive Meeting with any additions, corrections, or deletions.

Discussion Item 6.3 Update on Litigation was removed from agenda. Tom will cover this topic at the Board of Directors meeting. Barbara Fromm moved to accept this change; Rob Moon seconded and the motion was approved unanimously.

### 3. MINUTES

#### 3.1 Approval of February 21, 2024, Foundation Executive Committee Regular Meeting Minutes

Two corrections were made: Item 5.2.1 discussing the film "Invisible Valley," there was a typo reading "moving" instead of "movie." The other correction was made to note that charcuterie boards provided at State of the College were provided by a local business as opposed to the COD culinary students as noted in the minutes. A motion was made by Tom Minder to approve the minutes as corrected and the motion was seconded by Bill Chunowitz. The motion carried unanimously.

### 4. PUBLIC COMMENTS

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 in person, 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: [https://collegeofthedesert-edu.zoom.us/j/82582774896?pwd=QULkW28Rf9C1iAqNqVbi9YhibOdsaE.1](https://collegeofthedesert-edu.zoom.us/j/82582774896?pwd=QULkW28Rf9C1iAqNqVbi9YhibOdsaE.1;); Meeting ID: 825 8277 4896; Passcode: 358592 All requests should be directed to the Foundation by 5:00 p.m. Tuesday, March 26, 2024.

There were no comments from the public.

### 5. REPORT ITEMS

#### 5.1 Administrative Comments

5.1.1 Ruben Perez, COD Board of Trustees Liaison: Trustee Perez was not in attendance.

#### 5.1.2 Rod Garcia, Vice President Administrative Services

- The Board of Trustees last week passed a resolution to enter into an agreement with Jordan Schnitzer to build the proposed art museum to be built at the current site of the driving range. Discussions are ongoing with Mr. Schnitzer regarding classroom and office space for the College to be included in the layout of the museum.
- The museum and surrounding parking areas may take approximately five acres and will be leased from the College at market value.
- Vice President Garcia and several others will visit the Schnitzer Art Museum in Portland, OR in May.
- The new site is proposed for five acres and could host a sculpture garden, and possibly several College of the Desert art classrooms into the new structure, along with several offices.
- There was some discussion about the driving range. There may be some push-back from the community, but it's important to note that the College loses approximately \$100,000/year on the driving range, and it does not support the educational mission of the College.

#### 5.1.3 Laura Hope, COD Interim Superintendent/President

- President Hope introduced COD's new General Council, Jake Knapp and he gave a brief introduction of himself.
- She's working on an incentive plan to reward students for certain activities such as completing a comprehensive education plan, etc. She intends to launch the program in the fall. A student survey will be sent in April to see what types of activities should be rewarded.
- She is interviewing three local school superintendents to collect input on instituting teen teaching program.

#### 5.1.4 Diane Rubin, Board Chair

- Diane tabled her report until the full Board meeting.

#### 5.1.5 Catherine Abbott, Foundation Executive Director

- Catherine tabled her report until the full Board meeting.

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

### 5.2.1 Rob Moon, Director of Resource Development and Stewardship

- We had unused funds from the recent President's Circle event, which he plans to put toward the upcoming President's Circle event in May.
- Membership numbers are up, and he'll ask Elena Moiseeva to give an update at the full Board meeting later today.
- He's looking forward to the new President's Circle materials that the staff is creating.
- He's very pleased with the new Roundup newsletter and received great feedback about how informative it was.

### 5.2.2 Marge Dodge, Director of Recognition and Outreach

- Two new members joined Academic Angels thanks to doing the campus tour, as well as a \$1,000 donation to the Learning to Lead program.
- The March 6 Academic Angels mixer at the Yard House was a great success, with approximately 20 attendees.
- The Spring into Summer luncheon is coming up April 18 at Desert Horizons. Bert Bitanga from the Architecture department will be the featured speaker, talking about the Tiny House program.
- Working on the April Roundup newsletter with Rob.

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

- The Nominating Committee has recommended the following officers: Chair: Diane Rubin; Chair-elect: Tom Minder; Secretary: Barbara Foster Monachino; Treasurer: Paul Hinkes; Parliamentarian: Barbara Fromm. The full Board will vote on these recommendations at the Annual Meeting in April.
- Working on the April Roundup newsletter with Rob.
- Diane added that she has asked Ed Gubman will be Vice-Chair of the Finance Committee.

### 5.2.4 Barbara Foster Monachino, Director of Operations and Nominating Committee

- Nothing to report for the Audit Committee.

### 5.2.5 Jake Wuest, Treasurer

- Investment and Finance committee met on March 13. Reviewed Financial Statements from December and January, as well as proposed updates to the check-signing policy. He will cover these items in more detail at the Board meeting later today.
- The Investment and Finance committee also discussed a proposed 5% sustainability gift fee on all restricted gifts. This proposed policy is undergoing revisions and will be discussed again at the April Finance meeting before being brought to the full Board for discussion and approval.
- He gave a brief overview of the findings of the ad hoc committee consisting of Joan Lamb, Dale Landon, and Tom Minder, who interviewed the Foundation's investment advisors to discuss investment strategy going forward. It was decided to create a follow-up ad hoc committee consisting of Joan, Dale, and Ed Gubman to create a proposal that would come back to the Finance committee in April, then to the full Board at the Annual meeting. This proposal would cover revision of our investment policy statement, equity allocation and targets, and possibly going out for RFP from various investment managers. The last RFP we did was in 2017. All Board members are welcome to join the Finance meeting to weigh in on the discussions.
- Diane reminded all that any Board member is welcome to suggest names to be considered for the RFP, and it will be up to the committee to cull the list to a reasonable and manageable number.

### 5.2.6 Chris Anderson, Bill Chunowitz Past Chairs

- Nothing to report.

### 5.2.7 Barbara Fromm, Secretary

- Working on internship program, which has much room to grow. She's looking forward to the new administration where she expects the program to expand.

## 6. DISCUSSION ITEMS

### 6.1 New Board Member Orientation

- New member orientation will be just before the Annual Board Meeting at 1:00pm on April 24.
- Agenda for the meeting was reviewed. Program should take approximately an hour and a half.
- Cathy reminded the committee that the meeting will be held at Desert Willow Golf Resort in Palm Desert.

### 6.2 Finance Committee Update

- Update given under Jake's Director's Report.

### 6.3 Update on Litigation

- This item was tabled until the full Board meeting.

### 6.4 Events Update

#### 6.4.1. Thurs March 28 11:30am - Senior Inspiration Awards honoring Marge Dodge at Agua Caliente Rancho Mirage

- There is a \$1,000 grant given along with the award, and this will be given to our Foundation.

#### 6.4.2. Thurs April 4 8:00pm - Stepping Out for COD at The Show at Agua Caliente Rancho Mirage

- We are just about at budget.
- Well over 80% of the Board has purchased tickets or sponsorships.
- Cathy called out Norma's efforts in fundraising.
- Cathy noted that The Springs donated to Stepping Out as a result of the Springs Woman luncheon last month. That event brought in many other donations, as well.

#### 6.4.3. Thurs April 18 11:00am - Spring into Summer Academic Angels luncheon at Desert Horizons Country Club in Indian Wells

#### 6.4.4. Wed April 24 1:00pm New Board Member Orientation at Desert Willow in Palm Desert

6.4.5. Wed April 24 2:45pm Annual Foundation Board Meeting at Desert Willow in Palm Desert followed by a reception 5:00-6:00pm at same location.

6.4.6. Wed May 1 5:00pm President's Circle Kick-off Event at Rob Moon's home

## 7. ADJOURNMENT

7.1 Next Meeting will be Wednesday, May 22, 2024

7.2 Adjournment

- Meeting was adjourned at 2:30pm.