

Foundation Stepping Out for COD Committee Meeting (Tuesday, December 10, 2024)

Generated by Juli Maxwell on Tuesday, December 10, 2024

1. OPENING ITEMS

Call to Order/Roll Call: 1.1 Call to Order

Call to Order/Roll Call: 1.2 Roll Call - Carol Fragen, Bill Chunowitz, Norma Castaneda, Jenell VanDenBos, Ramraghi Fuller, Jim Greene, Marge Dodge

Members Present: Bill Chunowitz, Jenell Vandebos, Jim Greene, Marge Dodge, Carol Fragen

Member Absent: Norma Castaneda (Zoom), Ramraghi Fuller (Zoom)

Guests: Catherine Abbott, Eddie Hernandez, Frank Goldstin, Ellen Berstein (Zoom)

Recorder: Juli Maxwell

2. APPROVAL OF AGENDA

Action: 2.1 Confirmation of Agenda: Approval of agenda for the Foundation Stepping Out for COD Committee meeting, December 10, 2024, with any additions, corrections or deletions.

Marge Dodge asked to add 5.6 Written Agenda for event.

Janelle VanDenBos moved to approve the agenda with additions. Jim Greene seconded the motion.

Motion carried.

3. MINUTES FOR APPROVAL

Minutes: 3.2 Approval of the Meeting Minutes of November 5, 2024

Marge Dodge stated that the minutes included things that should not have been included. Juli Maxwell made the corrections.

Janelle VanDenBos made a motion to approve the minutes as corrected. Jim Greene seconded.

Motion carried.

4. PUBLIC COMMENTS

Comments from the Public: 4.1 In person and remote public participation is allowed and will be accepted in person, OR by email to codfoundation@collegeofthedesert.edu and submitted for the record during public comment or by the raise of your hand function by joining the Zoom link: <https://collegeofthedesert-edu.zoom.us/j/6482451590?pwd=xEMkOejKU9Xzun898iJiD72m8zk1o4.1&omn=83310867647>. 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 meeting. All requests should be directed to the COD Foundation office in advance via email to codfoundation@collegeofthedesert.edu.

There were no public comments.

5. DISCUSSION AND ACTION ITEMS

Discussion: 5.1 Guest List

The committee discussed the list of potential attendees and who has or has not been called. The committee then divvied up the names for them to contact.

Discussion: 5.2 Run of Show - Eddie Hernandez

Frank shared that the menu has been chosen for the event. There will be another tasting with 2 preparations of the short rib and also a salmon, which will be a special request for attendees, it will be paid separately. Committee voted on options for the dinner, either have the original two options, or add salmon by special request.

Frank reviewed the run of show with the committee. Foundation team will enter all descriptions for auction items into the spreadsheet, Momentous then does the bid sheets with descriptions. Dessert will be served during the live auction. Frank suggested that Foundation organize 20 students with signs, to escort the attendees to the ballroom. Frank showed the committee the tv spot for Stepping Out.

Frank will underwrite the appearance on Eye on the Desert.

Frank suggested doing eblasts with the tv commercial included, and do this every week. Frank also suggested that the committee add the commercial to their social media.

Discussion: 5.3 Sponsorship List Review - Eddie Hernandez

Did not discuss.

Discussion: 5.4 Budget - Michael Hofacre

Did not discuss.

Discussion, Procedural: 5.5 Event program

Program will include the menu, the program for the evening, the sponsors and the live auction items. Program will also be on screen.

Discussion, Procedural: 5.6 Any discussion items that are not on the agenda

6. ADJOURNMENT

Meeting was adjourned at 3:23pm