



Foundation Board Meeting

Executive Committee: 2:00 p.m.

Full Board Session: 3:00 p.m.

Wednesday – February 26, 2013

Meeting Location(See map)

Cravens Student Services Multi-Purpose Room

**BOARD PACKETS ARE REQUIRED AT EVERY MEETING.
Please bring yours.**

Our Mission:

The mission of the Foundation is to enhance the quality of education by advancing the College of the Desert through building relationships, securing philanthropic support and stewarding assets.

Our Vision:

To positively impact the lives of students who are striving to achieve a purposeful education and to enhance the communities of the Coachella Valley and the region.

Core Values:

- ✓ Accountability
- ✓ Integrity
- ✓ Service Excellence
- ✓ Trust



● Self-Serve 1-Day Parking

Executive session: 2:00 – 3:00 p.m.

General session: 3:00 – 5:00 p.m.

(Board action required)**

Executive Committee Meeting (includes Finance and Investment Committee)

- 1) Call to Order
- 2) Public Invitation to speak as per the Brown Act
- 3) Financials – Review.
Due to the cancellation of the February Finance meeting, Finance & Investment Committee members are asked to join the Executive to review Financials for recommendation to the Board.
 - a) Financials – January 2014 Page: 1
 - b) Investment Advisors Summary Charts..... Page: 9
 - c) Merrill Lynch Portfolio Performance Review..... Page: 12
 - d) Wells Fargo Portfolio Performance Review..... Page: 15
 - e) Review of the Operating Budget, January 2014..... Page: 16
- 4) Adjournment

Board of Director Meeting

- 1) Financials - Review
****Approval of Financials – January 2014 Page: 1**
- 2) Foundation Reports: Discussion
 - a) Recap of Stepping Out – Diane Gershowitz
 - b) Review and discussion of 30/30 campaign –Donna Jean Darby and Jan Hawkins
 - c) Review of Events, PC, Donor/Scholarship, Desert Estate events – Peter Sturgeon
- 3) Foundation Board Items: Discussion/Action
a) Board Member resignation, Bill Kroonen..... Page: 19
- 4) Foundation Information Items:
 - a) College of the Desert President – Joel Kinnamon
 - b) Foundation Executive Director – Jim Hummer
 - c) Academic Senate President – Doug Redman
 - d) COD Trustee – Michael O'Neill
 - e) Alumni – Gene Marchu
- 5) New Business
- 6) Adjournment

February 26, 2014

To: College of the Desert Foundation Board

From: Jim Hummer

Topic: Summary of Key Financial Information as Of January 31st, 2014

Key Financial Information:

- Total Net assets have increased to \$25,853,144 from \$23,059,998 from a year ago.
- Total Revenue received July 1,2013 through January 31, 2014: \$2,701,017.
- Total Unrestricted funds available on January 31,2014: \$1,298,253

Year over Year Comparison: (January 2013—January 2014)

- Net Assets have increased \$2,793,146 over the same period last year. (\$25,853,14 as of January,2014, from \$23,059,008 on January 31, 2013)
- Total endowments have increased \$1,664,767 over the same period last year. (\$18,244,417—Jan. 2104 from \$16,579,650 on January 31,2013)
- Operating Revenue has increased \$233,457 from \$503,614 in January 2013, to \$737,071 in January, 2014.
- Operating Expenses have decreased **\$37,619** as of January, 2014.
- Total funds to the College has decreased **\$143,222** from the same period last year. This is due to the College and Foundation focusing on College priorities in the 30/30 campaign.

COLLEGE OF THE DESERT FOUNDATION

FINANCIAL SUMMARY

January 31, 2014

Key Financial Information

	January 2014	January 2013
Total Net Assets:	<u>\$ 25,853,144</u>	<u>\$ 23,059,998</u>
Total Revenue Received July 1, 2013-December 31, 2013:		<u>\$ 2,701,017</u>
Permanently Restricted:		\$ 72,954
Temporarily Restricted:		\$ 1,651,962
Unrestricted:		\$ 976,101
Total Revenue received in January 2014:	\$ 175,042	
Total Funds transferred to College for Use:		
July 1, 2013 – January 31, 2014:		<u>\$ 392,253</u>
Scholarships:		\$ 265,256
Programs:		\$ 126,997
Total Funds in endowments: January 2014:	<u>\$ 18,244,417</u>	
Total Funds in Unrestricted Funds:		\$ 1,298,268
Carry over from July 2013---balance as of January 2014:		\$ 698,268
Ackerman Fund (Unrestricted) Balance: January 2014:		\$ 82,523

COLLEGE OF THE DESERT FOUNDATION
STATEMENT OF FINANCIAL POSITION
JANUARY 31, 2014
WITH COMPARATIVE TOTALS FOR JANUARY 31, 2013

	Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund	Totals (Memorandum Only)	
				2014	2013
ASSETS					
Cash and cash equivalents	\$ 770,491	\$ 866,790	\$ -	\$ 1,637,281	\$ 1,097,762
Investments	600,000	4,834,209	17,183,596	22,617,805	21,191,885
Pledges receivable	5,000	25,000	718,791	748,791	1,440,590
Accrued interest receivable	12,464	30,312	5,164	47,940	60,003
Property and equipment, net	3,513	6,000	-	9,513	7,527
FCCC - Scholarship Endowment	-	14,666	336,549	351,215	351,010
Split interest agreements	-	531,649	-	531,649	506,383
TOTAL ASSETS	\$ 1,391,468	\$ 6,308,626	\$ 18,244,100	\$ 25,944,194	\$ 24,655,160
LIABILITIES					
Accounts payable	\$ 93,200	\$ -	\$ -	\$ 93,200	\$ 1,079,301
Accrued expenses	-	(1,833)	(317)	(2,150)	-
TOTAL LIABILITIES	93,200	(1,833)	(317)	91,050	1,079,301
NET ASSETS	1,298,268	6,310,459	18,244,417	25,853,144	23,575,859
Unrestricted:					
Undesignated	698,268	-	-	698,268	477,457
Board designated	600,000	-	-	600,000	600,000
Temporarily restricted	-	6,310,459	-	6,310,459	5,402,891
Permanently restricted	-	-	18,244,417	18,244,417	16,579,650
NET ASSETS	1,298,268	6,310,459	18,244,417	25,853,144	23,059,998
TOTAL LIABILITIES AND NET ASSET:	\$ 1,391,468	\$ 6,308,626	\$ 18,244,100	\$ 25,944,194	\$ 24,655,160

COLLEGE OF THE DESERT FOUNDATION
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR CURRENT MONTH ENDED JANUARY 31, 2014
WITH COMPARATIVE TOTALS FOR JANUARY 31, 2013

CURRENT MONTH

	Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund	Totals (Memorandum Only) 2014	2013
REVENUE AND SUPPORT					
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	4,200	-	-	4,200	12,151
Annual Fund	2,310	-	-	2,310	5,700
Academic Angels Donations	250	-	-	250	-
COD Alumni donations	-	-	-	-	-
Capital Campaign	-	-	10,100	10,100	-
Management Services	-	-	-	-	-
Estate Gifts	-	-	-	-	-
Grants	5,000	50,000	-	55,000	-
Other Income	-	-	-	-	4,870
President's Circle	12,000	-	-	12,000	5,479
Scholarship Donations	-	60,927	125	61,052	33,044
Special Events (net)	30,130	-	-	30,130	196,974
TOTAL REVENUE AND SUPPORT	53,890	110,927	10,225	175,042	258,218
EXPENDITURES					
Contributions to college	14,871	1,013	-	15,884	9,133
Operating expenses	162,822	-	-	162,822	109,835
Scholarships	-	44,045	-	44,045	104,254
TOTAL EXPENDITURES	177,693	45,058	-	222,751	223,222
EXCESS OF REVENUE AND SUPPORT OVER EXPENDITURES BEFORE OTHER INCOME AND EXPENSES	(123,803)	65,869	10,225	(47,709)	34,996
OTHER INCOME AND EXPENSES					
Investment gain/(loss), net of investment expenses	-	-	-	-	-
INCREASE (DECREASE) IN NET ASSETS	\$ (123,803)	\$ 65,869	\$ 10,225	\$ (47,709)	\$ 34,996

COLLEGE OF THE DESERT FOUNDATION
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR SEVEN MONTHS ENDED JANUARY 31, 2014
WITH COMPARATIVE TOTALS FOR JANUARY 31, 2013

YEAR TO DATE

	Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund	Totals (Memorandum Only)	
				2014	2013
REVENUE AND SUPPORT					
Interest	\$ 71,340	\$ 324,079	\$ 7,301	\$ 402,720	\$ 333,121
Donations	12,537	38,356	-	50,893	35,199
Annual Fund	15,710	-	-	15,710	9,775
Academic Angels Donations	17,000	4,805	-	21,805	13,315
COD Alumni donations	-	-	-	-	55,600
Grants	5,000	67,951	-	72,951	92,014
Estate Gifts	213,417	-	139	213,556	445
Capital Campaign	-	-	11,577	11,577	35,150
Management Services	165,999	-	-	165,999	75,827
Membership	7,500	-	-	7,500	1,000
Other Income	4,888	390	-	5,278	9,664
President's Circle	62,576	-	-	62,576	54,301
Scholarship Donations	-	335,563	30,419	365,982	449,079
Special Events (net)	171,325	2,000	-	173,325	286,676
TOTAL REVENUE AND SUPPORT	747,292	773,144	49,436	1,569,872	1,451,166
EXPENDITURES					
Contributions to College	58,007	63,180	5,810.00	126,997	171,534
Interfund transfers	382	13,687	(14,069)	-	-
Operating expenses	610,103	202,639	-	812,742	673,938
Refund Alumni funds (requested)	-	-	-	-	72,741
Scholarships	-	265,256	-	265,256	363,941
TOTAL EXPENDITURES	668,492	544,762	(8,259)	1,204,995	1,282,154
EXCESS OF REVENUE AND SUPPORT OVER EXPENDITURES BEFORE OTHER INCOME AND EXPENSES					
	78,800	228,382	57,695	364,877	568,766
OTHER INCOME AND EXPENSES					
Investment gain/(loss), net of investment expenses	228,809	878,818	23,518	1,131,145	169,012
INCREASE (DECREASE) IN NET ASSETS	\$ 307,609	\$ 1,107,200	\$ 81,213	\$ 1,496,022	\$ 737,778

COLLEGE OF THE DESERT FOUNDATION
SUMMARY REPORT
FOR CURRENT MONTH ENDED 01/31/2014
WITH COMPARATIVE TOTALS FOR YTD 01/31/2013

	One Month Actual	YTD Actual	Total Annual Budget	Variance %	Budget Remaining	1/31/2013
Revenue						
President's Circle	12,000	70,076	160,000	43.8%	89,924	57,278
Annual Fund/Direct Mail	2,310	15,710	30,000	52.4%	14,290	9,775
Academic Angel/Membership	250	17,000	20,000	85.0%	3,000	11,315
Academic Angel Special Events	(6,585)	88,076	60,000	146.8%	(28,076)	62,323
Grants - Direct Revenue	5,000	5,000	150,000	3.3%	145,000	-
Title V Grant	-	-	24,000	0.0%	24,000	-
Marketing Reimbursement	-	-	30,000	0.0%	30,000	-
Individual Gifts	4,200	225,953	210,000	107.6%	(15,953)	19,841
McCallum Events (net)						
Barry Manilow	-	-	-	0.0%	-	54,223
Stepping Out for COD	36,715	85,056	240,000	35.4%	154,944	133,637
Other	-	(1,806)	-	0.0%	1,806	1,899
Interest	-	71,340	125,000	57.1%	53,660	74,719
Other Income	-	4,888	-	0.0%	(4,888)	110
Management Services	-	155,778	300,000	51.9%	144,222	78,494
Total Revenue	53,890	737,071	1,349,000	54.6%	611,929	503,614
Expenditures						
President's Circle	-	3,055	5,000	61.1%	1,945	9,103
Academic Angel/Membership	562	1,002	-	0.0%	(1,002)	50
Auditor	-	16,750	20,000	83.8%	3,250	19,750
Bank Charges	900	3,436	5,000	68.7%	1,564	5,089
Board/Staff Training	3,570	5,003	5,000	100.1%	(3)	844
Community Outreach	19,024	63,933	180,000	35.5%	116,067	85,196
Repairs & Maintenance	-	1,267	2,000	63.4%	733	466
Campus Tours	352	352	5,000	7.0%	4,648	-
Donor/Scholarship Reception	1,487	3,431	5,000	68.6%	1,569	3,817
Donor Development	3,599	4,313	30,000	14.4%	25,687	56,273
Equipment Lease	336	2,017	8,000	25.2%	5,983	3,281
Insurance D & O	5,619	6,209	5,000	124.2%	(1,209)	5,219
Major Gifts	-	-	3,000	0.0%	3,000	-
Membership Dues	-	875	2,000	43.8%	1,125	625
Office Supplies & Equipment	4,861	10,728	10,000	107.3%	(728)	6,303
Other	(112)	481	6,000	8.0%	5,519	1,139
Postage	-	3,762	3,000	125.4%	(762)	100
President's Fund	-	2,792	20,000	14.0%	17,208	2,900
Printing/Design/Graphics	2,221	10,854	10,000	108.5%	(854)	14,315
Service Contracts	229	4,792	4,500	106.5%	(292)	3,555
Staff Mileage Reimburse	-	-	3,000	0.0%	3,000	-
Subscriptions & Publications	1,365	1,664	2,000	83.2%	336	-
Telephone	159	680	1,500	45.3%	820	710
Wages & Benefits	55,048	265,590	665,000	39.9%	399,410	260,377
Independent Contractors						
Roemer & Harnik	1,068	16,587	25,000	66.3%	8,413	675
MMGC CPA	6,000	36,000	80,000	45.0%	44,000	13,800
Peter Sturgeon	-	21,000	-	0.0%	(21,000)	49,000
Mtn View Bookkeeping	7,800	27,380	48,000	57.0%	20,620	7,400
Kay Hazen & Co.	36,000	64,448	144,000	44.8%	79,552	48,560
Casey Strachan	12,000	19,499	48,000	40.6%	28,501	-
Other	546	-	-	0.0%	-	37,459
Website	188	1,982	4,000	49.6%	2,018	1,495
Total Expenditures before Contributions	162,822	599,882	1,349,000	44.5%	589,032	637,501
Contributions to College	14,871	58,007				
Realized/Unrealized Gains	-	(228,809)				
Interfund transfer	-	382				
Total Expenditures	177,693	429,462				
Excess or (Deficit)	(123,803)	307,609				
General Fund Carryover		390,659				
Total excess at 01/31/2014		698,268				
Ackerman Fund		82,523				

College of the Desert Foundation
Schedule Events
As of 01/31/2014

	Revenues	Expenditures	Total
Balances:			
Fall Luncheon			
Special Event Income	13,900.00	0.00	13,900.00
Postage	0.00	(1,028.61)	(1,028.61)
Printing/Design/Graphics	0.00	(1,265.91)	(1,265.91)
Special Event Expenses	0.00	(7,592.54)	(7,592.54)
Total Fall Luncheon	13,900.00	(9,887.06)	4,012.94
Chili Cook off			
Special Event Income	115,835.13	0.00	115,835.13
Special Event Expenses	0.00	(27,386.45)	(27,386.45)
Academic Angel Expense	0.00	(369.62)	(369.62)
Postage	0.00	(351.34)	(351.34)
Printing/Design/Graphics	0.00	(621.00)	(621.00)
Office Supplies & Equipment	0.00	(42.32)	(42.32)
Board & Staff Training	0.00	(101.05)	(101.05)
Recognition	0.00	(900.00)	(900.00)
Total Chili Cook off	115,835.13	(29,771.78)	86,063.35
Stepping Out for COD			
Special Event Income	144,700.00	0.00	144,700.00
Special Event Expenses	0.00	(43,262.21)	(43,262.21)
Postage	0.00	(3,326.34)	(3,326.34)
Printing/Design/Graphics	0.00	(598.00)	(598.00)
Marketing	0.00	(12,457.85)	(12,457.85)
Total Stepping Out for COD	144,700.00	(59,644.40)	85,055.60
Misc. Events	0.00	(1,806.27)	(1,806.27)
Total Balances:	<u>260,535.13</u>	<u>(91,222.45)</u>	<u>173,325.62</u>

Revenue and Expenditure Comparison

	Total Revenues to Foundation	Operating Expense Actual	Wages & Salaries
Fiscal Year 2009-2010	1,145,189	984,251	627,590
Fiscal Year 2010-2011	2,479,240	811,422	600,238
Fiscal Year 2011-2012	3,344,880	805,598	544,915
Fiscal Year 2012-2013	3,983,966	1,052,951	411,159
Fiscal Year 2013-2014	2,701,017	610,103	265,590

	Contributions to College	Scholarships	Programs
Fiscal Year 2009-2010	1,689,721	656,010	1,033,711
Fiscal Year 2010-2011	1,345,889	547,082	798,807
Fiscal Year 2011-2012	1,934,770	581,156	1,353,614
Fiscal Year 2012-2013	1,334,432	524,775	809,657
Fiscal Year 2013-2014 through 01/31/2014	392,253	265,256	126,997

	1/31/2014	1/31/2013	Change from Prior Fiscal Year
Total Net Assets	25,853,144	23,059,998	2,793,146
Total Endowments	18,244,417	16,579,650	1,664,767

	Fiscal YTD thru 01/31/2014	Same Period Last Fiscal year	Change from Prior Fiscal Year
Operating Revenue:	737,071	503,614	233,457
Operating Expenses	599,882	637,501	(37,619)
Scholarships to College	265,256	363,941	(98,685)
Programs to College	126,997	171,534	(44,537)
Total Funds to College	392,253	535,475	(143,222)

February 26, 2014

To: College of the Desert Foundation Board
Finance and Investment Committee
From: Jim Hummer, Executive Director
Subject: Investment Advisor's—Summary Charts

Dear Members of the Finance and Investment Committee,

For some time I have been attempting to find a way to quickly summarize all the information presented by the Investment Advisors and to quickly examine the results and also compare the summary with the Investment Policy of the Foundation.

Enclosed are three charts: 1: The blank format of the summary chart, 2: Year End summary presented by Merrill Lynch, and 3: Year End summary presented by Wells Fargo. As you know each Investment Advisor has two accounts—the Capital Campaign account and also the Foundation Funds account---the Advisors have presented the information for each account. You can also see that the charts also request the comparative information to the Investment policy targets and range.

Both Merrill Lynch and Wells Fargo have assisted in this process and I would hope this assists in a quick way to review the information---it is only a “thumb nail” summary of extensive information.

I would request your review and comment, and if you find it useful we will continue to have the Investment Advisor's prepare the information on a quarterly basis.

Thank You for your review,

Jim

Investment Advisor: _____

COD Portfolio Performance Review

through 12/31/2013

<u>COD FDN Asset Allocation</u>	<u>Dollars</u>	<u>Current %</u>	<u>COD IPS</u>	<u>IPS Range</u>
Cash	\$	%	%	(1-5%)
Fixed Income	\$	%	%	(40-60%)
Equities	\$	%	%	(25-60%)
Alternatives/Real Assets	\$	%	%	(0-10%)
Total Market Value	\$		100%	

<u>COD FDN Performance</u>	<u>YTD</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Cash	%	%	%	%
Fixed Income	%	%	%	%
Equities	%	%	%	%
Alternatives/Real Assets	%	%	%	%
Total Return, net of fees	%	%	%	%

<u>Market Benchmark & Indices</u>	<u>YTD</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
US Govt/Coporate 1-10 Years	%	%	%	%
US Bond Aggregate	%	%	%	%
SP&500 Index	%	%	%	%
MSCI EAFE Index	%	%	%	%

Investment Advisor: _____

COD Portfolio Performance Review

through 12/31/2013

<u>Cap. Campaign Asset Allocation</u>	<u>Dollars</u>	<u>Current %</u>	<u>COD IPS</u>	<u>IPS Range</u>
Cash	\$	%	%	(1-5%)
Fixed Income	\$	%	%	(40-60%)
Equities	\$	%	%	(25-60%)
Alternatives/Real Assets	\$	%	%	(0-10%)
Total Market Value	\$		100%	

<u>Cap. Campaign Performance</u>	<u>YTD</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Cash	%	%	%	%
Fixed Income	%	%	%	%
Equities	%	%	%	%
Real Assets	%	%	%	%
Alternatives	%	%	%	%
Total Return, net of fees	%	%	%	%

Market Benchmark & Indices

	<u>YTD</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
US Bond Aggregate	%	%	%	%
SP&500 Index	%	%	%	%
MSCI EAFE Index	%	%	%	%

Investment Advisor; Merrill Lynch

COD Portfolio Performance Review

through 12/31/2013

<u>COD FDN Asset Allocation</u>	<u>Dollars</u>	<u>Current %</u>	<u>COD TARGET</u>	<u>IPS Range</u>
Cash	\$648,121	6.47%	2%	(1-5%)
Fixed Income	\$4,709,263	47.02%	47%	(40-60%)
Equities	\$4,196,634	41.90%	49%	(25-60%)
Alternatives/Real Assets	\$461,934	4.61%	2%	(0-10%)
Accrued Interest	\$49,855			
Total Market Value	\$10,065,807	100%	100%	
As of 1-31-2014				

<u>COD FDN Performance</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Cash	0.08%	0.20%	0.39%
Fixed Income	0.29%	4.79%	3.01%
Equities	30.26%	15.47%	-1.90%
Alternatives/Real Assets	3.51%	-2.35%	-4.05%
Total Return, net of fees	9.06%	7.64%	0.12%

Market Benchmark & Indices

	<u>2013</u>	<u>2012</u>	<u>2011</u>
US Govt./Corporate 1-10 Years	-1.21%	3.30%	5.85%
S&P 500 Index (total return)	32.39%	16.00%	2.11%
MSCI EAFE Index (total return)	22.78%	17.32%	-12.14%

**Please note the important information provided at the end of this report

Investment Advisor: Merrill Lynch

COD Portfolio Performance Review

through 12/31/2013

<u>Cap. Campaign Asset Allocation</u>	<u>Dollars</u>	<u>Current %</u>	<u>COD TARGET</u>	<u>IPS Range</u>
Cash	\$211,374	5.29%	5%	(5-25%)
Fixed Income	\$1,751,074	43.80%	45%	(15-95%)
Equities	\$1,765,089	44.15%	50%	(0-70%)
Alternatives/Real Assets	\$270,170	6.76%	N/A%	(0-10%)
Accrued Interest	\$119,253			
Total Market Value	\$4,116,961		100%	
As of 1-31-2014				

<u>Cap. Campaign Performance</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Cash	0.14	0.18%	0.37%
Fixed Income	-3.33%	4.81%	3.63%
Equities	21.61%	14.05%	-6.25%
Alternatives/Real Assets	5.05%	-6.14%	-0.87%
Total Return, net of fees	5.78%	6.48%	-0.89%

Market Benchmark & Indices

	<u>2013</u>	<u>2012</u>	<u>2011</u>
US Govt./Corporate 1-10 Years	-1.21%	3.30%	5.85%
S&P 500 Index (total return)	32.39%	16.00%	2.11%
MSCI EAFE Index (total return)	22.78%	17.32%	-12.14%

**Please note the important information provided at the end of this report

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Investment Advisor: Brian Hsieh**COD Portfolio Performance Review**

As of 12/31/2013

<u>Foundation Asset Allocation</u>	<u>Dollars</u>	<u>Current %</u>	<u>COD TARGET</u>	<u>IPS Range</u>
Cash	\$1,083,362	12.84%	2%	(1-5%)
Fixed Income	\$3,229,038	39.09%	47%	(40-60%)
Equities	\$3,385,827	40.12%	49%	(25-60%)
Alternatives/Real Assets	\$670,447	7.95%	2%	(0-10%)
Total Market Value	\$8,368,674	100.00%	100%	

<u>Foundation Performance</u>	<u>YTD</u>	<u>2013</u>	<u>2012</u>
Cash	0.20%	0.20%	0.10%
Fixed Income	1.53%	1.53%	1.98%
Equities	32.15%	32.15%	3.83%
Real Assets	-1.65%	-1.65%	1.49%
Alternatives	1.78%	1.78%	n/a
Total Return, net of fees	10.87%	10.87%	2.07%

Market Benchmark

<u>& Indices</u>	<u>YTD</u>	<u>2013</u>	<u>2012</u>
US Bond Aggregate	-2.02%	-2.02%	0.35%
S&P 500 Index	32.39%	32.39%	2.19%
MSCI EAFE Index	23.29%	23.29%	9.80%

Investment Advisor: Brian Hsieh**COD Portfolio Performance Review**

As of 12/31/2013

<u>CCA Asset Allocation</u>	<u>Dollars</u>	<u>Current %</u>	<u>COD TARGET</u>	<u>IPS Range</u>
Cash	\$95,055	6.10%	5%	(5-25%)
Fixed Income	\$528,340	33.88%	45%	(75-95%)
Equities	\$877,952	56.30%	50%	(0-70%)
Alternatives/Real Assets	\$58,066	3.72%	n/a	n/a
Total Market Value	\$1,559,413	100.00%	100%	

<u>CCA Performance</u>	<u>YTD</u>	<u>2013</u>	<u>2012</u>
Cash	0.01%	0.01%	0.00%
Fixed Income	0.03%	0.03%	2.15%
Equities	33.69%	33.69%	3.42%
Real Assets	-3.21%	-3.21%	-0.52%
Alternatives	n/a	n/a	%
Total Return, net of fees	15.17%	15.17%	2.11%

Market Benchmark

<u>& Indices</u>	<u>YTD</u>	<u>2013</u>	<u>2012</u>
US Bond Aggregate	-2.02%	-2.02%	0.35%
S&P 500 Index	32.39%	32.39%	2.19%
MSCI EAFE Index	23.29%	23.29%	9.80%

February 26th, 2014

To: College of the Desert Foundation Board

From: Jim Hummer, Executive Director

Subject: Foundation Operating Budget—as of January 31, 2014

Dear Board Members,

The Finance and Investment Committee will be meeting at 2 p.m., prior to our full Board meeting. In order to expedite the review, I am forwarding this memorandum to the full Board for review. The Finance and Investment Committee will forward their comments at the Full board meeting.

Attached is a copy of the Operating budget for the Foundation as of the end of January, 2014. I have highlighted some areas for discussion and review, but first I wanted to summarize the overall position of the Operating budget.

Revenues:

- **Overall revenues are \$737,071, which is 54.6% of the projected revenues to meet our budget total of \$1,349,000.**

Revenue Variances:

- President Circle is at 43.8%, having raised \$70,076 of the projected \$160,000 needed to meet budget projections.
- Annual Fund: This year end effort did not achieve the projection of \$30,000 as it only raised \$15,710 or 52.4%.
- To date the Foundation has received only \$5,000 of the projected \$150,000 in grant revenue.

Expenditures:

- **Total expenditures to date are \$599,882, which is 44.5% of the projected expenditures of \$1,349,000.**

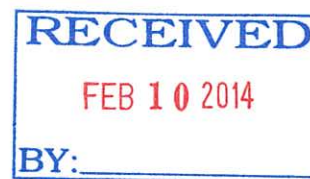
Expenditure Variances:

- Board and staff training exceeded projection by \$3 dollars or 100.1%
- Insurance D & O was 107.3%--or \$1,209 over budget---increased premium

- **Office Supplies & Equipment—102.3% or \$728 over budget—due to the scanning project—scanned overall Foundation files---need to transfer funds into Office Supplies and develop new projection for the remainder of the year.**
- **Printing Design/Graphics—108.5% or \$854 over projection—need to do transfer of funds and develop new projection for the remainder of the year.**
- **Service Contracts: 106.5% or \$292 over projection---contract increase for equipment/Xerox etc.—need to transfer funds and develop a new projection for the remainder of the year.**

**COLLEGE OF THE DESERT FOUNDATION
SUMMARY REPORT
FOR CURRENT MONTH ENDED 01/31/2014
WITH COMPARATIVE TOTALS FOR YTD 01/31/2013**

	One Month Actual	YTD Actual	Total Annual Budget	Variance %	Budget Remaining	1/31/2013
Revenue						
President's Circle	12,000	70,076	160,000	43.8%	89,924	57,278
Annual Fund/Direct Mail	2,310	15,710	30,000	52.4%	14,290	9,775
Academic Angel/Membership	250	17,000	20,000	85.0%	3,000	11,315
Academic Angel Special Events	(6,585)	88,076	60,000	146.8%	(28,076)	62,323
Grants - Direct Revenue	5,000	5,000	150,000	3.3%	145,000	-
Title V Grant	-	-	24,000	0.0%	24,000	-
Marketing Reimbursement	-	-	30,000	0.0%	30,000	-
Individual Gifts	4,200	225,953	210,000	107.6%	(15,953)	19,841
McCallum Events (net)						
Barry Manilow	-	-	-	0.0%	-	54,223
Stepping Out for COD	36,715	85,056	240,000	35.4%	154,944	133,637
Other	-	(1,806)	-	0.0%	1,806	1,899
Interest	-	71,340	125,000	57.1%	53,660	74,719
Other Income	-	4,888	-	0.0%	(4,888)	110
Management Services	-	155,778	300,000	51.9%	144,222	78,494
Total Revenue	53,890	737,071	1,349,000	54.6%	611,929	503,614
Expenditures						
President's Circle	-	3,055	5,000	61.1%	1,945	9,103
Academic Angel/Membership	562	1,002	-	0.0%	(1,002)	50
Auditor	-	16,750	20,000	83.8%	3,250	19,750
Bank Charges	900	3,436	5,000	68.7%	1,564	5,089
Board/Staff Training	3,570	5,003	5,000	100.1%	(3)	844
Community Outreach	19,024	63,933	180,000	35.5%	116,067	85,196
Repairs & Maintenance	-	1,267	2,000	63.4%	733	466
Campus Tours	352	352	5,000	7.0%	4,648	-
Donor/Scholarship Reception	1,487	3,431	5,000	68.6%	1,569	3,817
Donor Development	3,599	4,313	30,000	14.4%	25,687	56,273
Equipment Lease	336	2,017	8,000	25.2%	5,983	3,281
Insurance D & O	5,619	6,209	5,000	124.2%	(1,209)	5,219
Major Gifts	-	-	3,000	0.0%	3,000	-
Membership Dues	-	875	2,000	43.8%	1,125	625
Office Supplies & Equipment	4,861	10,728	10,000	107.3%	(728)	6,303
Other	(112)	481	6,000	8.0%	5,519	1,139
Postage	-	3,762	3,000	125.4%	(762)	100
President's Fund	-	2,792	20,000	14.0%	17,208	2,900
Printing/Design/Graphics	2,221	10,854	10,000	108.5%	(854)	14,315
Service Contracts	229	4,792	4,500	106.5%	(292)	3,555
Staff Mileage Reimburse	-	-	3,000	0.0%	3,000	-
Subscriptions & Publications	1,365	1,664	2,000	83.2%	336	-
Telephone	159	680	1,500	45.3%	820	710
Wages & Benefits	55,048	265,590	665,000	39.9%	399,410	260,377
Independent Contractors						
Roemer & Harnik	1,068	16,587	25,000	66.3%	8,413	675
MMGC CPA	6,000	36,000	80,000	45.0%	44,000	13,800
Peter Sturgeon	-	21,000	-	0.0%	(21,000)	49,000
Mtn View Bookkeeping	7,800	27,380	48,000	57.0%	20,620	7,400
Kay Hazen & Co.	36,000	64,448	144,000	44.8%	79,552	48,560
Casey Strachan	12,000	19,499	48,000	40.6%	28,501	-
Other	546	-	-	0.0%	-	37,459
Website	188	1,982	4,000	49.6%	2,018	1,495
Total Expenditures before Contributions	162,822	599,882	1,349,000	44.5%	589,032	637,501
Contributions to College	14,871	58,007				
Realized/Unrealized Gains	-	(228,809)				
Interfund transfer	-	382				
Total Expenditures	177,693	429,462				
Excess or (Deficit)	(123,803)	307,609				
General Fund Carryover		390,659				
Total excess at 01/31/2014		698,268				
Ackerman Fund		82,523				



73575 Juniper St.
Palm Desert, CA 92260
February 3, 2014

Donna Jean Darby, President
College of the Desert Foundation
43-500 Monterey Ave.
Palm Desert, CA 92260

Dear Donna Jean:

Thank you so much for your telephone call the other morning. I was pleased to have the opportunity of explaining to you why I feel I cannot continue as a member of the Foundation Board. Please accept this as my letter of resignation. If I can be of assistance to you in other ways during your term as President, I shall be pleased to do so.

With all good wishes,

A handwritten signature in black ink, appearing to read "W. Kroonen", followed by a horizontal line.

William R. Kroonen