



Foundation Board Meeting

General Session: 3:00 p.m.

Wednesday – May 31, 2017

Meeting Location (See map)

****Desert Willow Resort****

BOARD PACKETS ARE REQUIRED AT EVERY MEETING.
We will have hard copies at the meeting.

Our Mission:

The mission of the College of the Desert Foundation is to act as advocates for the College and to secure financial support enhancing the educational opportunities for all students.

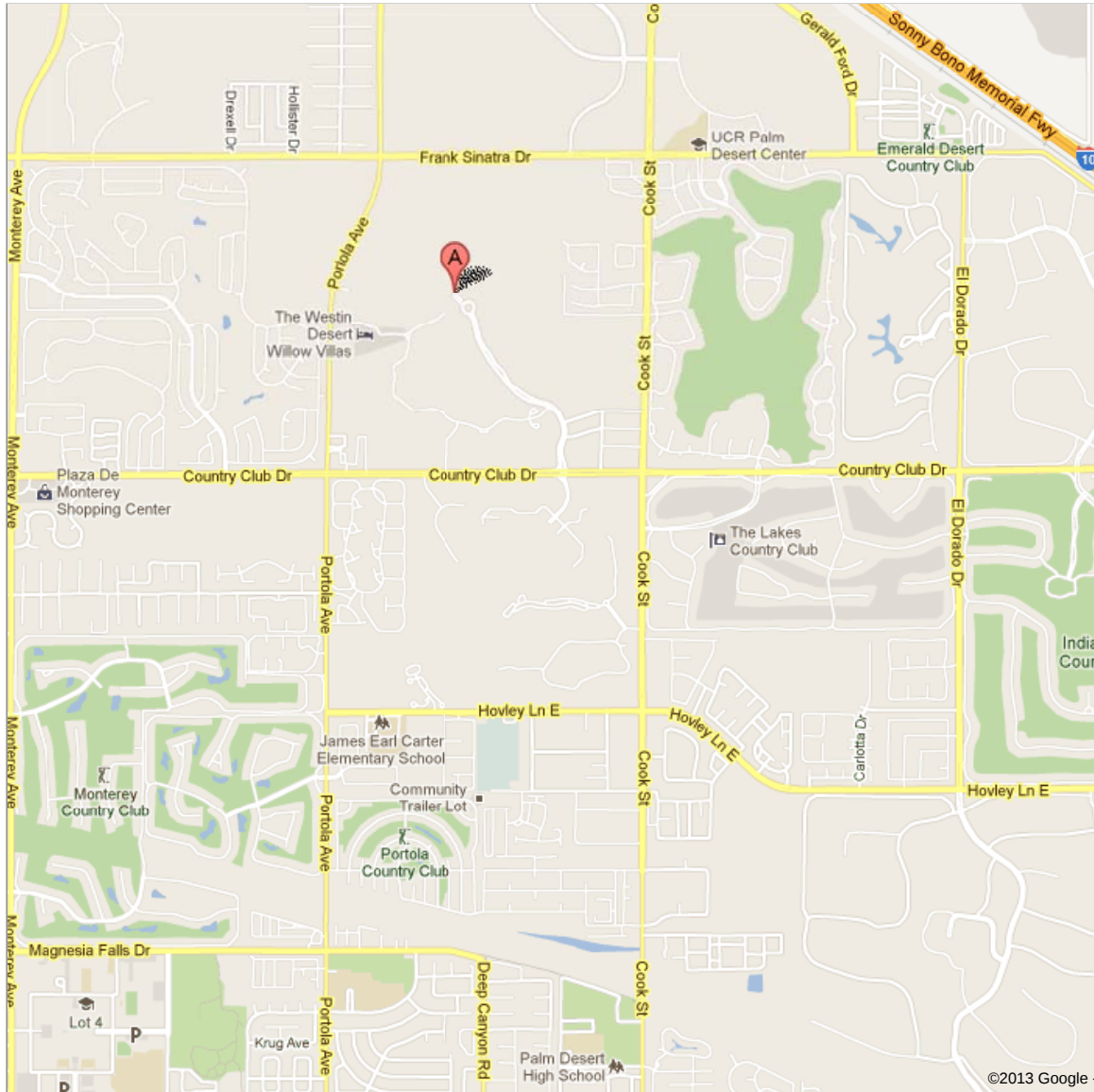
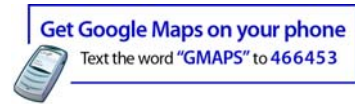
Our Vision:

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

Important Notice:
All meetings will be recorded



- A. **Desert Willow Golf Resort**
 38-995 Desert Willow Dr, Palm Desert, CA
 (760) 346-7060
 68 reviews



Foundation Board of Directors

May 31, 2017 Meeting

Desert Willow Resort

3:00 – 5:00 pm

AGENDA

- I. Call to Order
- II. Public Invitation to Speak per the Brown Act
- III. Introduction of new Board members
- IV. Mission Moment – Robert St Juliana Director, Career & Workforce Solutions
- V. **Approve Consent Agenda – Approve Meeting Minutes and financials:**
 - a. April 26, 2017 Board Meeting..... Page: 1
 - b. May 8, 2017 Strategic Planning Committee..... Page: 9
 - c. May 17, 2017 President’s Circle Committee..... Page: 11
 - d. May 23, 2017 Academic Angels Committee..... Page: 13
 - e. May 24, 2017 Finance & Investment Committee..... Page: 14
 - f. April 2017 Financial Notes..... Page: 15
 - April 2017 Financials..... Page: 17-19

VI. Action Items – Approvals:

Items from 04/26/17 board meeting

FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Draft of new bylaws	Strategic Plan Committee	TBD
PC brochure for David Nola	Kippy Laflame	ASAP
List of President’s Circle current and life members for board	Kippy Laflame	Next board packet
Suz & Peter will meet with the Academic Angels	Suz Hunt & Peter Sturgeon	05/22/17 or 05/23/17
Review of RFPs	F&I committee	05/24/17

Nominating procedure steps will be revised	Marge Dodge	TBD
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VII. Committee Reports (as needed):

- a. Finance and Investment
 - i. RFP update
 - ii. Proposed FY 17-18 Budget..... Page: 20-26
- b. Nominating
 - i. Jean Carrus Bio Page: 27
 - ii. Barbara Fromm Bio..... Page: 28
 - iii. Diane Rubin..... Page: 29
- c. Academic Angels
- d. Audit
- e. Development
- f. Strategic Planning
- g. Planned Giving
- h. President's Circle
 - i. Current PC member list..... Page: 30-33
- i. Stepping Out for COD
- j. Updated Board Member Roster..... Page: 34- 35

VIII. Information Items:

- a. College of the Desert President
- b. COD Trustee
- c. Academic Senate President
- d. Foundation Board President
 - ii. Contract signing..... Page: 36
- e. Foundation Executive Director
- f. Foundation and College Event Calendar..... Page: 37
- g. Gift Form..... Page: 38

IX. New Business:

X. Adjournment

COD Foundation Board Meeting Minutes		
MINUTES FOR 04-26-17		3:00pm
		MPR Cravens
Voting Members Present:	Robert Archer, Norma Castaneda, Peggy Cravens, Donna Jean Darby, Carol Bell Dean, Marge Dodge, Diane Gershowitz, James Greene, Suz Hunt, Vern Kozlen, Bob Manion, Joanne Mintz, Charles Monell, M.D., Mark Nickerson, David Nola, Sally Simonds, Kate Spates	
Voting Members Absent	Joan Busick, Bill Chunowitz, Diane Denkler, Robert Goodfriend, Brian Holcombe, Donna MacMillan, Dan Martinez, Penny Mason, Jane Saltonstall, Ed.D., Arlene Schnitzer, Dominique Shwe	
Guest(s):	Pamela Hunter, Carl Farmer	
Non-Voting Members Present:	Lisa Howell, Joel L. Kinnamon, Ed.D, Christen Smith, Aurora Wilson	
Non-Voting Members Absent:	None	
Recorder:	Kirstien Renna & Kippy Laflame	

AGENDA

1. Call to Order: 3:01pm		
2. Public Invitation to Speak per the Brown Act: None		
3. Introduction of new Board members		
DISCUSSION	Joanne Mintz and David Nola, new 2017-2018 board members were asked to introduce themselves to the board	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
NONE		
4. Mission Moment		
DISCUSSION	Paul McKinley, Int. Dir. Of DSPS, Disabled Students Program and Services. DSPS provides mandated services to approx. 1000 disabled students. Paul introduced Diego Garibay, a blind student and student at COD for four years who is graduating in May. Diego is the President of the 3D Printer Club. COD is one of the only colleges in the state that has 3D printers. These tools can bring to life items that can be used to "show" non-sighted students, in a tactile way, including the braille note, what the moon feels like, the Empire state building or even the Periodic Table. The club has submitted entries to the Envision the Future Design Challenge and hope to win a new 3D printer for COD. Diego will be transferring to	

	Cal State SB to get his BA in Political Science with the ultimate goal to become a lawyer.	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
5 Consent Agenda		
DISCUSSION	This will be the first meeting that we are attempting to use a consent agenda. Bob Manion explained what it is and what we hope to achieve. It is used in the corporate and non-profit world. It is an attempt to approve all the minutes, board and committee from prior meetings that have taken place since the last board meeting. The trick in getting it to work is to get all board members to read the packet before the meeting. It does not mean that you cannot talk about the minutes. Assuming you read the minutes if you have a question, exception or concern you simply raise your hand and ask that the item be removed from the consent agenda. It will be set aside, approval of the minutes will proceed and then we will come back to the concern item and discuss. Suz Hunt mentioned that we are trying this out; it is not cast in concrete. It is effective with other organizations, the College being one. This should give us more time for people to focus on the areas where board members can have input.	
CONCLUSION	M/S/C Vern Kozlen/Robert Archer to approve the consent agenda as presented	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
6. Action Items		
2017 Strategic Plan		
DISCUSSION	Bob Manion reminded the board that the March 29, 2017 board meeting packet included a copy of the Strategic Plan. At that meeting the board was asked to read it and contact Bob with any questions or comments. No one to date has done so. That does not necessarily mean that there are no concerns. Kate Spates brought up the mission statement. Donna Jean Darby questioned the rephrasing of it, thought it was far clearer with the 3 distinct processes of the Foundation as opposed to the more generic one that the committee came up with. Bob responded that the committee thought that board's work was not necessarily to enhance the quality of education but to make it available; the committee thought the existing mission statement was overly complex and needed to be simplified and cleaned up; it was a unanimous decision. There had been much discussion about the financial commitment which has changed from \$5k to \$2K. \$2K is the minimum or baseline, it was changed to attract new young	

	board members who might not be able to fulfill and might not join because of the \$5K hurdle. Each board member should give to their ability. There will need to be changes done to the by-laws.	
CONCLUSION	M/S/C Diane Gershowitz/Peggy Cravens to approve the Strategic Plan as presented	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Draft of new bylaws	Strategic Plan Committee	TBD
PC brochure for David Nola	Kippy Laflame	ASAP
List of President's Circle current and life members for board	Kippy Laflame	Next board packet
7. Committee Reports		
DICUSSION	Academic Angels: Suz announced that Eileen Hall has stepped down after 2 years as president of Academic Angels. The Angels have done an outstanding job this year with raising more funds than ever anticipated. Suz and Peter will be meeting with the key AA people to make some changes with how the Angels organization is set up and how they interact with the board. The Strategic Plan did not mention the Angels very much and this was offensive to some of the members of the angels. This was an oversight and not intentional. There are issues that the board is taking them very seriously. If you have any input about AA please let Suz know. We want to make this work for everyone. The Angels are a very important part of this organization. Sally Simonds announced that there is still room for anyone who would like to join the Angels on May 3rd for the Coeta Barker Reception at Jean Carrus' home from 4-6pm	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Suz & Peter will meet with the Academic Angels	Suz Hunt & Peter Sturgeon	05/22/17 or 05/23/17
7.1 Committee Reports		
DICUSSION	AUDIT: In Bill Chunowitz' absence, Kirstien Renna informed the board that the new auditors, Vavrinek,Trine, Day have sent their signed letter of engagement for the 16-17 audit.	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
7.2 Committee Reports		
DICUSSION	FINANCE: Suz Hunt asked how many times we will be getting investment reports. Vern said quarterly. All RFP's were received Monday and the committee will be reviewing at the	

	next meeting. Some questions were asked about the expenses vs budget. In the past we never budgeted for all funds but we will be going forward. Expenses vs budget were skewed by that because only unrestricted funds were budgeted for. Please review page 14 and 15 of the packet which shows where the money that was given to the College.	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Review of RFPs	F&I committee	05/24/17
7.3 Committee Reports		
DICUSSION	NOMINATING: Donna Jean Darby thanked her committee for putting for all of their work in putting together the nominating process (p. 28 & 29). As a result we should have more and better candidates. On page 30 there is a profile or criteria of what you should be looking for in a new prospective board member. There will be 4 candidates that we will be put forward at the May meeting. The orientation process will be reviewed and refreshed this summer. Marge Dodge, new nominating chair, asked for Joanne Mintz to join this team being a new member herself. The board orientation will be offered to everyone in the fall. Kate Spates suggested that the Fall seems too far in the future and that the new members should go to the Foundation office to see the collateral available. Another suggestion is having a self-driven orientation on computer. Consideration might be an on-line bios so new members can read about their colleagues. To clarify, under step 7, it seems that candidates can only be invited in April. To confirm we can add candidates at any time in the year. In step 6 you are asking candidates to sign forms before they are approved by the board. Perhaps it should be held off until after they have been approved. Marge will move as suggested.	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Steps will be renumbered as suggested	Marge Dodge	TBD
8. Information Items		
DICUSSION	COD President: Dr. Kinnamon expressed his gratitude to outgoing Academic Senate President, Christen Smith, for everything she has done for the college. He congratulated Carl Farmer as the incoming Academic Senate President. Congratulated Mark Nickerson on his two years as the Foundation Board President and is looking forward to Suz Hunt tenure. Completed self-study for the accreditation process, headed by Dr. Nery. The input is incorporated to a draft	

	document that will be published over the summer. Finalizing the Educational Master Plan for the next 5 years, project is headed by Dr. Ralston. It will be shaping our program offerings and priorities that will position us in serving the community very well. Much emphasis on CTE so that our students can get jobs in our community. Kudos to Lisa Howell on the refunding of the bonds which will save over \$253MM, for the property owners of the Coachella Valley, over the next 20 years from restructuring and refinancing that obligation. Dr. Kinnamon passed a flyer out for the astronomy community star party May 5 th and invited everyone.	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
8.1 Information Items		
DICUSSION	COD Trustee: Aurora Wilson on behalf of the BOT thanked Mark Nickerson for his service to the Foundation Board and the College. She also thanked the outgoing Academic Senate President, Christen Smith, for her hard work. Every year the BOT self-evaluates themselves. It is used as a tool which is looked at by the accreditation agency which are reviewing COD in the fall. We look at where we excel or need improvement, then establish follow-up in those areas. Key functional areas include: Board organization, policy roll, community relations, policy direction, Board/CEO relations, and standards for college operations, institutional effectiveness and board leadership. Last Friday shared the results publically at the Trustee meeting. While most areas rated high by individual trustees there were some areas that needed work policy direction, student success, budget and Board/CEO relations as a result the Board of Trustees will be holding a retreat this summer to address these area improve and maintain the lines of communication. The board reviewed the Education Master Plan, it will be submitted to the State Chancellor's office in the summer and in operation in the Fall. To read go on website and click on the master plan. KCOD presented at the Trustee meeting. They currently air 13 student produced shows.	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
8.2 Information Items		
DICUSSION	Academic Senate President: Christen Smith	
CONCLUSION	The elections were last Thursday. Christen introduced the next Senate President, Carl Farmer. His term will begin after graduation. He is the MESA Director and has been with COD for 17years. Carl spoke of the \$100K worth of scholarship	

	grant from the National Science Foundation which will help COD students majoring in STEM. If they continue on there is a partnership with Cal State San Bernardino. Students will have the opportunity to receive almost another \$25K over 3 years at Cal State as they complete their 4 year degree. Education Master Plan, link in lower left of web site, this will give you a sense of instructionally where we are headed. This past month first year faculty, Pablo Romero in our CIS program, took a group students to Cat City Nellie Kaufman Middle School. He spoke at their career fair on cis and code programs. He shared their thank you notes and how excited they are about summer school, robotic class and coming to COD.	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
8.3 Information Items		
DICUSSION	Career Workforce Solutions: Kate Spates	
CONCLUSION	Robert St-Juliana new director introduced himself to the community. We are ready to ask people to join the Business council PC membership. Yesterday a business panel of retired and existing executives spoke to over 60 students. The number one frustration is that our COD students come to interviews not properly attired. With the help of Desert Best Friends Closet students will be dressed properly for interviews. Once a student goes through a workshops they will get a punch card once they get two punched they will get a voucher for an outfit that will be appropriate. Kate, Robert and Frank will be speaking to all of the groups EDGE students all summer long every three weeks. We will play an important role with telling them what services we have to offer here. Kate took a campus tour with Peter, have great new ideas. The tour is so impressive.	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
8.4 Information Items		
DICUSSION	Foundation Int. Executive Director: Peter Sturgeon	
CONCLUSION	KCOD would not have been able to go to NY if not for the Foundation support, nor would Courtney Doussett have been be able to put her fitness challenge without the Foundation support. Peter met with Edie McCarthy who wanted to assure us that the McCarthy Family Foundation will be continuing their support of COD. She was very excited ECE, Nursing, and Veteran. For the last 3 days negotiating with Joel Smilow on his agreement to fund \$50K of scholarship an ongoing from the video he saw at the Stepping Out for COD. The Annexstad	

	Family Foundation that funds the top 25 students of the top 25 universities in the nation and ONE community college and that is COD. They have been extremely impressed with our veteran students and they have renewed their support. Next month we will be presenting the budget Made great progress with staff, job descriptions have been written and are at HR. Last tour next Thursday which has been on the books for 13 months. Friday night is the last PC event please RSVP, we have more interest in all of our events and over 140 people have Rsvp for this event. Commencement is May 26. Norma has found a vendor to produce and logo stethoscopes to give to our nurses at Pinning	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
8.5 Information Items		
DICUSSION	Foundation Board president: Mark Nickerson	
CONCLUSION	Two board members have resigned. Eileen Hall and Donna MacMillan. Donna is overwhelmed with all the activities and her responsibilities with the PS art museum. They will both be missed. Time to pass the gavel: Mark thanked everyone for a great job of pulling together making good positive changes for the board and the college. It was an honor to be in this board president. The gavel was passed to incoming President Suz Hunt: Thanked Mark and presented an award to Mark.	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
8.6 Information Items		
DICUSSION	Foundation Board president: Suz Hunt	
CONCLUSION	Reviewed the committee chairs: • Development: Kate Spates • Nominating:: Marge Dodge • Academic Angels: TBD • President Circle: Carol Bell Dean and Annette Novack • Stepping Out: Diane Gershowitz plus co-chair TBD • Finance and Investment: Brian Holcombe • Planned Giving: Peggy Cravens • Strategic plan: Bob Manion • Audit: Bill Chunowitz Please fill in your committee interest form p. 35, and hand in at end of meeting if you can. Suz will be talking to each of the chairs and telling them who is interested as it is up to them to make the decision who will be on their committee. Please note if you are interested to be on more than one committee. Page 36 thru 39 are the forms that need to be signed by all the	

	members. The joint calendar –is a work in progress--on page 40 not all of them are board meetings. We want the meetings to be themed.
9.0 Adjournment	M/S/C to adjourn 4:35
NEXT MEETING:	Wednesday, May 31, 2017 3pm Cravens MPR room

COLLEGE OF THE DESERT FOUNDATION
Strategic Planning Committee
Minutes of meeting held on:
May 8, 2017

- Committee Members Attendees: Mark Nickerson, Bob Archer, Carol Dean, Suz Hunt, David Nola, Kate Spates, and Bob Manion
- Committee Members Absent: Jane Saltonstall and Dom Shwe
- Staff Members Attendees: Kippy Laflame and Peter Sturgeon
- The Chair passed out a copy of the planning process that the committee will be following, noting that a Board of Director Planning Retreat will be held in March 2018.
- The Committee reviewed the recommendations contained in the 2017 Planning Report, noting that all recommendations are complete or are in process of being completed. The only open item is whether President Hunt and Interim Executive Director will implement the proposed new meeting calendar that mirrors the planning calendar of the College.
- The Chair reviewed the results of the poll taken of Committee members to identify the most important issue(s) facing the Foundation. The Chair will summarize the results of this discussion and attempt to prioritize the issues over the summer. The Chair will also assign Committee members to work over the summer on further defining the issue(s) and develop strategies for dealing with them.
- The Committee reviewed last year's summary SWOT analysis and asked the Committee to provide feedback on any changes felt necessary.
- The Chair presented a summary of the recommendations coming out of the Alumni Relations Task Force appointed by President Kinnamon.
- The next meeting of the Committee will be in early November 2017 at 3:00 pm. The Chair will send out a notice later this summer.

Respectfully submitted,

Bob Manion, Committee Chair, Recording Secretary and Chief Bottle Washer

CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
7. Alumni		
DISCUSSION	Alumni Relations task force update	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
8. Summer Projects		
DISCUSSION		
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
9. Next meeting		
DISCUSSION	Early November Wednesdays at 3pm	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

COD PRESIDENT'S CIRCLE MEETING MINUTES

MAY 17, 2017

In attendance: Carol Bell Dean, Annette Novack, Diane Denkler, Joanne Mintz, Peter Sturgeon and David Nola

Absent: Tom Minder, Bill Chunowitz

Areas of Discussion For Fundraising:

1. The Vault at Bighorn. A reception for PC members and their guests. This venue is a show stopper to view cars of all ages and brands from the lounge area or by walking through the cars on the lower level of the garage. Peter will follow up with members he knows who belong to Bighorn for help in arranging this event.
2. Precision Auto Rebuild: Carol, Peter and the head of the automotive department will arrange a meeting with Jack Jackson (owner) to discuss possible employment opportunities for students. This is the first step in working toward being included in a grand opening of the business to benefit the College. This party is tentatively scheduled for January or February of 2018.
3. Spring play: Annette Novack will head up this event. Details to follow.
4. Tour reception: Peter will identify a group (known as the "A" group) who have taken the campus tour to invite to a reception toward the end of the year. The purpose of this event is to ask for their support after a speech by Dr. Kinnamon on the "State of the College". This would be held in a board member's home to be determined.
5. Drinks and hors d'oeuvres at the Nest (the owner wants to host an event at her restaurant) followed by a jazz concert at the College.
6. Tours: We need to identify certain country clubs (3—4) and either work with board members who belongs to those clubs, or their director of community events or create a team to organize a campus tour. Diane Denkler has been very successful arranging tours of Sun City residents. Peter reported that there are about 8 tours a month yielding attendance of 600 each year.

Everyone received a PC roster as well as a breakdown of the statistics. With the exception of one board member, everyone else on the board is a member. We need to discuss our goal for 2017—2018 as the \$150,000 goal stated on our agenda was for 2016—2017.

Over the next few months, we will follow up on our areas of discussion re fund raising, set dates where possible and continue to fine tune events.

Carol Bell Dean

**COD FOUNDATION ACADEMIC ANGELS
SPECIAL MEETING
Wednesday, May 24, 2017**

MEMBERS PRESENT: Eileen Hall, Sally Simonds, CJ Westrick-Bomar, Erica Espinola, Donna Jean Darby, Robert Duke, Marge Barry, Linda Rider, Mary Ellen Blanton, Diane Denkler

STAFF ATTENDEES: Suz Hunt, COD Foundation Board President and Peter Sturgeon, COD Interim Foundation Director

PURPOSE OF MEETING: To discuss Academic Angels operating structure under the umbrella of the COD Foundation as the club ceased to exist at the end of the term of officers in April due to lack of clarity and direction.

Suz Hunt assured the attendees that the Academic Angels should continue to operate as in the past. She recognizes the value of our members to serve as ambassadors to the community and the monetary contributions we make to COD. Our Standing Rules are acceptable as previously presented to the Foundation for approval. We appoint our President with the approval of the Foundation.

A statement was made that we have never received any information about how our money is spent. Peter agreed to provide a report on how our funds are spent. Peter explained the running of the Foundation Office is paid from unrestricted funds, not by the College. The money raised by the Academic Angels is generally not earmarked for a specific cause but is used for scholarships, department needs, Foundation overhead, etc., just as the money raised by the rest of the Foundation is used.

Suz talked about some of her priorities:

Each committee will take the minutes, no longer depending on Kippy to do that function.
The Academic Angels President will continue to be member of the Foundation Board and Executive Committee and is also expected to participate in Development Committee meetings.

Increase staffing, i.e. Kiki as the CFO for the Foundation Office full time, replacement for Liz.
The Foundation will be adding an events coordinator and hopes to have that position filled by the Fall. Permanent title for Peter as Foundation Director (I know, we have to conduct a search first)
Peter explained the AB320 requirements to hire employees (a 4 to 6 month process or longer).

Suz requested that any and all questions please be directed to her or Peter. She added that “she and Peter are absolutely committed to supporting us)! Great reassuring news!

The rest of the meeting was used for the members to discuss how they want to proceed. Diane volunteered to be Nominating Chair with Sally, Erica and Mary Blanton on the committee. 2 more will be added to meet the Standing Rules requirement. Marge and Linda will accept Membership responsibility and handle member dues renewals, CJ and Erica will co-chair Signature Events,

All Board Members in town were encouraged to meet Tuesday, June 13 at 9:00 in the Foundation Office to further discuss what should be done before meetings resume in September or October.

Notes by Diane Denkler, Recording Secretary

Finance & Investment Meeting Minutes		
MINUTES FOR 05-24-17		3:00pm
		Foundation
Voting Members Present:	Bill Chunowitz, Brian Holcombe, Suz Hunt, Vern Kozlen, Kate Spates	
Voting Members Absent	Bob Archer, Bob Manion, Dan Martinez, Mark Nickerson	
Guest(s):	Peter Sturgeon	
Non-Voting Members Present:	None	
Non-Voting Members Absent:	Lisa Howell	
Recorder:	Kirstien Renna & Kippy Laflame	

AGENDA

1. Call to Order: 3:01pm		
2. Public Invitation to Speak per the Brown Act: None		
3. RFP for Investment Managers		
DISCUSSION	The thirteen proposals were reviewed. Seven of the thirteen were selected as companies of interest. The committee formulated the additional questions that the seven companies will be asked for the second round.	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
Letter will be created and sent to prospective companies	Vern Kozlen	Letter will be sent to foundation 05/26/17 with the expectation that the fnd staff will mail by early next weke
4. April 2017 Financials		
DISCUSSION	Kirstien Renna reviewed the financials with the committee	
CONCLUSION		
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
5. 2017-2018 Budget		
DISCUSSION	The proposed 17-18 Budget was reviewed and discussed.	
CONCLUSION	Brian Holcombe instructed Kirstien to include in the May board packet for recommendation	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
6. Adjournment	4:35	
NEXT MEETING:	Wednesday, June 21, 2017 at 3pm Foundation Board Room	



NOTES TO THE FINANCIAL STATEMENTS

FOR MONTH ENDED: April 30, 2017

RECAP OF OPERATING RESULTS FOR THE MONTH:

- Revenues for the month were \$212,239 vs. Budget of \$105,333 and YTD \$3,796,215 vs. Budget of \$1,053,333
 - Revenues are up approximately \$1,500,000 YTD:
 - Donations are up over prior fiscal year in all categories approximately 1,330,000. This includes:
 - Pollock Estate Gift of \$1,066,261
 - General Donations \$245,706
 - Grants \$50,000
 - Scholarship 75,000
 - Pass Thru Scholarships \$25,000
 - Net Revenues for all Special Event have increased \$231,183 over prior fiscal year
- Expenditures for the month were \$107,167 vs. Budget of \$105,333 and YTD \$2,471,674 vs. Budget of \$1,053,333
 - Due to timing of payment processing, expenditures for the month were down approximately \$58,000
 - Expenditures include Contributions to the College of \$494,603 and Scholarship \$651,198 YTD (These are unbudgeted expenses)
- Net Income was \$105,073 for the month and \$ 1,324,541 YTD
- Investment Activities for the month totaled \$217,791 and YTD \$1,412,697
 - Investment activities have significantly improved over prior YTD (\$950,524)
- ❖ For full details of monthly financials, please see Board packet.



FINANCIAL SUMMARY

April 30, 2017

STATEMENT OF ACTIVITIES (INCOME STATEMENT)
FOR CURRENT MONTH ENDED 04/30/17 & YTD

	CURRENT MONTH ENDING 04/30/2017			YEAR TO DATE			PRIOR YTD ENDING		CURRENT YEAR BUDGET
	ALL FUNDS	Budget	Variance	ALL FUNDS	Budget	Variance	4/30/2016		2016/17
	(1/12 OF Annual Budget)			(10/12 OF Annual Budget)					
OPERATIONAL / ADMINISTRATIVE & PROGRAM SUPPORT									
OPERATING REVENUE									
1 Interest	\$ 42,173	\$ 12,917	\$ 29,256	\$ 37,306	\$ 37,306				
2 Management Fees (Monthly)	\$ 37,959	\$ 25,000	\$ 12,959	\$ -			\$ 579,290	\$ 155,000	
3 Gift Fees (Monthly)	\$ 2,014						\$ 307,425	\$ 300,000	
4 In-Kind Revenue	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	
5 TOTAL OPERATING REVENUE	\$ 82,146	\$ 37,917	\$ 42,215	\$ 37,306			\$ 886,715	\$ 455,000	
OPERATING EXPENSES - ADMINISTRATIVE									
6 General	\$ 43,239	\$ 5,667	\$ (37,573)	\$ 104,303					
7 Salaries & Benefits (Operating Portion)	\$ -	\$ 26,083	\$ 26,083	\$ 24,476			\$ 362,695	\$ 68,000	
8 Facilities & Maintenance	\$ 382	\$ 1,958	\$ 1,576	\$ 545			\$ 244,782	\$ 313,000	
9 Independent Contractors	\$ 131	\$ 7,083	\$ 6,952	\$ -			\$ 15,239	\$ 23,500	
10 Marketing	\$ 13,881	\$ 17,667	\$ 3,786	\$ 2,302			\$ 86,590	\$ 85,000	
11 Contributions to College	\$ 28,619	\$ -	\$ (28,619)	\$ 206,958			\$ 238,991	\$ 212,000	
12 TOTAL OPERATING EXPENSES	\$ 86,252	\$ 58,458	\$ (27,794)	\$ 338,624			\$ 1,923,977	\$ 701,500	
13 OPERATING SURPLUS (DEFICIT)	\$ (4,106)	\$ (20,542)	\$ 70,009	\$ (301,318)			\$ (1,037,262)	\$ (246,500)	
FUNDRAISING									
FUNDRAISING REVENUE									
14 Donations/Gifts/Grants	\$ 62,530	\$ 20,833	\$ 41,697	\$ 19,680			\$ 789,614	\$ 250,000	
15 Annual Fund/Direct Mail	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	
16 Memberships	\$ 1,420	\$ 14,583	\$ (13,163)	\$ 11,170			\$ 177,957	\$ 175,000	
17 Special Events	\$ 66,143	\$ 32,000	\$ 34,143	\$ (36,071)			\$ 428,382	\$ 384,000	
18 TOTAL FUNDRAISING REVENUE:	\$ 130,093	\$ 67,417	\$ 62,677	\$ (5,221)			\$ 1,395,953	\$ 809,000	
FUNDRAISING EXPENSES									
19 Donor Development	\$ 9,603	\$ 6,125	\$ (3,478)	\$ 4,786			\$ 20,709	\$ 73,500	
20 Salaries & Benefits (Fundraising Portion)	\$ 48	\$ 27,500	\$ 27,452	\$ 25,592			\$ 277,214	\$ 330,000	
21 Independent Contractors	\$ -	\$ 9,500	\$ 9,500	\$ -			\$ 90,000	\$ 114,000	
22 Membership	\$ 10,820	\$ 1,833	\$ (8,987)	\$ -			\$ 14,314	\$ 22,000	
23 Marketing (Fundraising Portion)	\$ 443	\$ 1,917	\$ 1,473	\$ -			\$ 6,485	\$ 23,000	
24 TOTAL FUNDRAISING/PROGRAM EXPENSES:	\$ 20,914	\$ 46,875	\$ 25,961	\$ 30,378			\$ 408,721	\$ 562,500	
25 FUNDRAISING SURPLUS (DEFICIT)	\$ 109,179	\$ 20,542	\$ 36,716	\$ (35,599)			\$ 987,231	\$ 246,500	
OPERATING REVENUE BUDGET FY 2016/17	\$ 82,146	\$ 37,917	\$ 42,215	\$ 37,306			\$ 886,715	\$ 455,000	
FUNDRAISING REVENUE BUDGET FY 2016/17	\$ 130,093	\$ 67,417	\$ 62,677	\$ (5,221)			\$ 1,395,953	\$ 809,000	
26 TOTAL 2016/17 REVENUE BUDGET:	\$ 212,239	\$ 105,333	\$ 104,892	\$ 32,085			\$ 2,282,668	\$ 1,264,000	
OPERATING EXPENDITURE BUDGET FY 2016/17	\$ 86,252	\$ 58,458	\$ (27,794)	\$ 338,624			\$ 1,923,977	\$ 701,500	
FUNDRAISING EXPENDITURE BUDGET FY 2016/17	\$ 20,914	\$ 46,875	\$ 25,961	\$ 30,378			\$ 408,721	\$ 562,500	
27 TOTAL 2016/17 EXPENDITURE BUDGET:	\$ 107,167	\$ 105,333	\$ (1,833)	\$ 369,002			\$ 2,332,698	\$ 1,264,000	
NET SURPLUS (DEFICIT) BEFORE INVESTMENT ACTIVITY	\$ 105,073	\$ -	\$ 106,725	\$ (336,917)			\$ (50,030)	\$ -	
28 Investment Activities	\$ 217,791	\$ -	\$ -	\$ 889,901			\$ (950,524)	\$ -	
29 NET SURPLUS (DEFICIT)	\$ 322,864	\$ -	\$ 106,725	\$ 552,984			\$ (1,000,554)	\$ -	

COLLEGE OF THE DESERT FOUNDATION
STATEMENT OF FINANCIAL POSITION , APRIL 30, 2017
WITH COMPARATIVE TOTALS FOR APRIL 30, 2016

	Operating & Restricted Asset Funds		Endowed Asset Funds	Totals (Memorandum Only)	
	Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund	2016-17	2015-16
ASSETS					
1 Cash and cash equivalents	\$ 742,221	\$ 1,488,644	\$ -	\$ 2,230,865	\$ 1,961,900
2 Investments	500,000	7,592,340	19,569,276	27,661,616	24,530,567
3 Pledges receivable	147,770	229,963	101,373	479,106	837,261
4 Accounts Receivable	(10)	10	-	-	1,372
5 Prepaid expenses	-	-	-	-	-
6 Funds held at College	5,000	-	-	5,000	5,000
7 Accrued interest receivable	20,775	33,241	-	54,016	56,025
8 Accrued assets	-	-	-	-	-
9 Property and equipment, net	11,088	-	-	11,088	14,070
10 FCCC - Scholarship Endowment	-	26,464	336,549	363,013	377,625
11 Split interest agreements	-	134,590	-	134,590	414,852
TOTAL ASSETS	\$ 1,426,844	\$ 9,505,252	\$ 20,007,198	\$ 30,939,294	\$ 28,198,672
LIABILITIES					
12 Accounts payable	\$ 18,670	\$ -	\$ -	\$ 18,670	\$ 76,627
13 Deferred Contributions	\$ -	\$ -	\$ -	-	-
14 Accrued liabilities	91,410	-	-	91,410	57,507
TOTAL LIABILITIES	110,080	-	-	110,080	134,134
NET ASSETS, beginning					
Unrestricted:					
15 Undesignated	254,121	-	-	254,121	305,228
16 Board designated	500,000	-	-	500,000	500,000
17 Temporarily restricted	-	8,496,918	-	8,496,918	9,455,522
18 Permanently restricted	-	-	18,840,936	18,840,936	18,804,343
TOTAL NET ASSETS, beginning	754,121	8,496,918	18,840,936	28,091,975	29,065,093
19 Net Activity	562,643	1,008,335	1,166,261	2,737,239	(1,000,554)
NET ASSETS	1,316,764	9,505,253	20,007,197	30,829,214	28,064,539
TOTAL LIABILITIES AND NET ASSETS	\$ 1,426,844	\$ 9,505,253	\$ 20,007,197	\$ 30,939,294	\$ 28,198,673

College of the Desert Foundation
Special Events
YTD Ending 04/30/2017

	<u>Revenues</u>	<u>Expenditures</u>	<u>Total</u>	<u>Annual Budget</u>	<u>Variance %</u>
Balances:					
Spring Luncheon - 105					
Donations	0.00	0.00	0.00		
Special Events Income	10,975.00	0.00	10,975.00		
Scholarship Donations	7,800.00	0.00	7,800.00		
Printing/Design/Graphics	0.00	(1,002.99)	(1,002.99)		
Postage	0.00	(60.36)	(60.36)		
Special Event Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		
Total Spring Luncheon	18,775.00	(1,063.35)	17,711.65	0.00	0.00%
Coeta Barker Tea - 164					
Special Events Income	5,175.00	0.00	5,175.00		
Special Events Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		
Total Coeta Barker Tea	5,175.00	0.00	5,175.00	0.00	0.00%
FALL LUNCHEON - 101					
Special Events Income	6,590.00	0.00	6,590.00		
Special Events Expenses	0.00	(3,640.00)	(3,640.00)		
Printing/Design/Graphics	<u>0.00</u>	<u>(1,356.98)</u>	<u>(1,356.98)</u>		
TOTAL FALL LUNCHEON	6,590.00	(4,996.98)	1,593.02	30,000.00	5.31%
Citizen of Distinction - 181					
Special Event Income	224,443.05	0.00	224,443.05		
Special Event Expenses	0.00	(26,152.42)	(26,152.42)		
Donations	40,108.00	0.00	40,108.00		
Scholarship Donations	6,900.00	0.00	6,900.00		
Auxiliary Expenses	0.00	(552.50)	(552.50)		
Postage	0.00	(81.65)	(81.65)		
Marketing	0.00	(2,160.25)	(2,160.25)		
Independent Contractors	0.00	0.00	0.00		
Office Supplies - Auxiliary	0.00	(75.00)	(75.00)		
Printing/Design/Graphics	0.00	(4,463.15)	(4,463.15)		
Recognition	<u>0.00</u>	<u>(334.80)</u>	<u>(334.80)</u>		
Total Citizen of Distinction	271,451.05	(33,819.77)	237,631.28	100,000.00	237.63%
Stepping Out for COD - 190					
Donations	3,330.00	0.00	3,330.00		
Special Event Income	519,140.00	0.00	519,140.00		
Special Event Expenses	0.00	(59,975.60)	(59,975.60)		
Refunds	0.00	0.00	0.00		
Equipment Fees	0.00	0.00	0.00		
Postage	0.00	(1,714.46)	(1,714.46)		
Printing/Design/Graphics	0.00	(5,620.45)	(5,620.45)		
Clerk (Seasonal) - Student Worker	0.00	(72.00)	(72.00)		
Office Supplies & Equipment	0.00	0.00	0.00		
Independent Contractors	0.00	(27,000.00)	(27,000.00)		
Marketing	<u>0.00</u>	<u>(48,087.83)</u>	<u>(48,087.83)</u>		
Total Stepping Out for COD	522,470.00	(142,470.34)	379,999.66	254,000.00	149.61%
Total Balances:	<u>824,461.05</u>	<u>(182,350.44)</u>	<u>642,110.61</u>	<u>384,000.00</u>	<u>167.22%</u>

REVENUE

UNRESTRICTED OPERATIONAL REVENUE:

	2016/17 PRIOR YEAR BUDGET	FY 2017/18 PROPOSED BUDGET	FY 2016/17 ACTUAL- ALL FUNDS	FY 2017/18 VARIANCE	FY 2016/17 +/- PRIOR YEAR	2015/16 PRIOR YEAR ACTUAL	2014/15 PRIOR YEAR ACTUAL
Interest/Dividends Income -50000	155,000	155,000	110,920	(44,080)	(44,080)	154,609	188,314
Academic Angels Membership - 42001	25,000	25,000	27,000	2,000	2,000	24,150	23,600
Presidents Circle Membership - 41100	150,000	175,000	153,371	(21,629)	3,371	148,343	73,798
Management Services - 41500	300,000	435,000	363,401	(71,599)	63,401	410,399	381,130
Gift Fee - 41501	-	37,500	4,777	(32,723)	4,777	-	-
Donations - 41200	150,000	150,000	88,781	(61,219)	(61,219)	99,572	65,398
Special Event Income - 41800	-			-	-		
Spring Luncheon Event - 105	-	15,000	10,975	(4,025)	10,975	11,640	13,290
Coeta Barker Event - 164	-	5,000	75	(4,925)	75	5,550	6,190
Fall Luncheon Event -101	30,000	10,000	6,590	(3,410)	(23,410)	-	-
Citizen of Distinction Event -181	100,000	155,000	230,743	75,743	130,743	119,775	83,969
Stepping Out for COD Event 190	254,000	300,000	519,140	219,140	265,140	382,920	355,985
Other Special Events		-		-	-	90,456	(250)
In Kind Revenue - 44000	-	68,000	68,000	-	68,000	68,000	75,636
UNRESTRICTED OPERATIONAL REVENUE:	1,164,000	1,530,500	1,583,773	53,273	419,773	1,515,414	1,267,060

05/26/17

REVENUE	2016/17 PRIOR YEAR BUDGET	FY 2017/18 PROPOSED BUDGET	FY 2016/17 ACTUAL- ALL FUNDS	FY 2017/18 VARIANCE	FY 2016/17 +/- PRIOR YEAR	2015/16 PRIOR YEAR ACTUAL	2014/15 PRIOR YEAR ACTUAL
PROGRAM/SCH. REVENUE:				-	-		
Donations - 41200	-	330,000	390,083	60,083	390,083	266,860	358,680
Interest/Dividends Income -50000		345,000	358,090	13,090	358,090	524,630	635,672
Grants/Direct Revenue- 42200	100,000	100,000	75,000	(25,000)	(25,000)	35,000	93,436
Annual Fund - 41105	-	50,000		(50,000)	-	-	11,999
Estate Gifts - 41600	-	50,000	1,067,824	1,017,824	1,067,824	180,176	85,000
Special Event Income - 41800	-			-	-		
Spring Luncheon Event - 105	-		-	-	-	24,370	-
Coeta Barker Event - 164	-	-	-	-	-	-	-
Fall Luncheon Event -101	-	-	-	-	-	-	-
Citizen of Distinction Event -181	-	-	-	-	-	123,013	-
Stepping Out for COD Event 190	-	-	-	-	-	-	-
Other Special Events	-	-	11,000	11,000	11,000	-	-
Capital Campaign - 43000	-	150,000		(150,000)	-	-	20,063
Scholarship Donations - 41205	-	500,000	386,636	(113,364)	386,636	367,326	201,745
Scholarship Pass-Thru Donations - 42010	-	230,000	249,549	19,549	249,549	245,006	212,692
Other Income - 42008	-	-	97	97	97	4	34
TOTAL PROGRAM/SCHOLARSHIP REVENUE:	100,000	1,755,000	2,538,279	783,279	2,438,279	1,766,385	1,619,321
				-	-		

1,264,000	3,285,500	4,122,052	836,552	-2,858,052	3,281,799	2,886,381
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EXPENSES

EXPENSES	2016/17	FY 2017/18	FY 2016/17	FY 2017/18	FY 2016/17	FY 2017/18	FY 2016/17	2014/15
	PRIOR YEAR	PROPOSED	ACTUAL - ALL FUNDS	VARIANCE	+/-	PRIOR YEAR	PRIOR YEAR	PRIOR YEAR
OPERATING EXPENSES:				0	0			
Special Events Expenses - 70100	0		115,920	115,920		115,920		
Spring Luncheon Event - 105	0	3,000	0	(3,000)	0	6,491	513	
Coeta Barker Event - 164	0	0	4,828	4,828		4,721	4,588	
Fall Luncheon Event -101	0	3,000	3,640	640	3,640			
Citizen of Distinction Event -181	0	30,000	28,486	(1,514)	28,486	17,531	9,651	
Stepping Out for COD Event 190	0	60,000	59,976	(24)	59,976	97,585	52,019	
Other Special Events	0	0	18,990	18,990		131,111	5,017	
Contributions to the College - 70000	0	0	10,350	10,350		69,451	101,484	
Scholarships - 70200	0	0	769	769	769	0	(86,750)	
Auxiliary Expenses - 80025	5,000	0	553	553	(4,447)	21	1,128	
Bank Charges - 80100	8,000	8,000	8,380	380	380	8,062	7,587	
Website Fees - 80101	0		1,200	1,200		1,400	2,260	
Postage - 80200	10,000	10,000	7,986	(2,014)	(2,014)	11,692	9,714	
Postage Auxiliary - 80300	0	0	0	0	0	0	187	
Printing/Design/Graphics - 80400	20,000	20,000	15,823	(4,177)	(4,177)	18,203	28,583	
Other Contributions - 70005	0	0	200,000	200,000	200,000	0	0	

05/26/17

	2016/17	FY 2017/18	FY 2016/17	FY 2017/18	FY 2016/17	FY 2017/18	2014/15
	PRIOR YEAR	PROPOSED	ACTUAL - ALL FUNDS	VARIANCE	+/- PRIOR YEAR	PRIOR YEAR	PRIOR YEAR
OPERATING EXPENSES:							
Kick Off Event - 70102 - 182	10,000	0		0	(10,000)	0	0
Donor/Scholarship Reception - 70103 - 192	6,000	6,000	4,966	(1,034)	(1,034)	0	0
State of the College Event - 70104 - 200	0	30,000	0	(30,000)	0	0	0
Refunds/Reimbursement of Exp - 70105	0	0	(80,000)	(80,000)	(80,000)	(200,000)	(261,199)
Marketing - General - 80405	150,000	165,700	173,774	8,074	23,774	483,610	298,895
General 100		115,500	87,692	(27,808)	87,692		
Fall Luncheon 101		0		0	0		
Spring Luncheon 105		0	2,160	2,160	2,160		
Coeta Barker 164		0		0	0		
Citizens of Distinction 181		2,200		(2,200)	0		
Stepping Out for COD 190		48,000	48,470	470	48,470		
Donor/Scholarship Reception - 192	0	0	1,500	1,500	1,500		
Did You Know Campaign - 193	0	0	33,951	33,951	33,951		
Marketing - State of the College - 80406	25,000	5,000	14,101	9,101	(10,899)	0	0
Marketing - Kay Hazen - Foundation - 80407	66,000	72,000	25,375	(46,625)	(40,625)	0	0
Marketing - Kay Hazen - College - 80408	0	0	12,750	12,750	12,750	0	0
Annual Report - 80500	25,000	25,000	25,290	290	290	21,917	2,100
Annual Fund -80505	10,000	10,000		(10,000)	(10,000)		
Printing -Auxiliary - 80600	0	0	0	0	0	0	546

05/26/17

	2016/17	FY 2017/18	FY 2016/17	FY 2017/18	FY 2016/17	FY 2017/18	2014/15
	PRIOR YEAR	PROPOSED	ACTUAL - ALL FUNDS	VARIANCE	+/- PRIOR YEAR	PRIOR YEAR	PRIOR YEAR
OPERATING EXPENSES:							
Presidents Circle - 80700	17,000	25,000	31,258	6,258	14,258	16,762	19,096
Subscriptions/Publications - 80800	2,000	200	210	10	(1,790)	48	121
Office Supplies & Equipment - 80900	15,000	15,000	8,834	(6,166)	(6,166)	10,803	15,454
Office Supplies - Auxiliary - 81000	0	0	75	75	75	52	0
Recognition - 81100	5,000	5,000	3,578	(1,422)	(1,422)	2,157	6,325
Recognition - Auxiliary - 81200	0	0	0	0	0	0	150
Professional Fees - 81400	0	0	0	0	0	0	6,964
Auditor - 81500	20,000	15,000	17,563	2,563	(2,437)	17,080	16,750
Legal/Financial - 81600	5,000	2,516	2,729	213	(2,271)	160	0
Development - 81700	30,000	15,000	1,873	(13,127)	(28,127)	10,756	45,743
Community Outreach - 81701	10,000	15,000	20,236	5,236	10,236	0	0
Board/Staff Training - 81800	5,000	10,000	1,201	(8,799)	(3,799)	3,306	1,556
Travel - 81805	0	1,000	377	(623)	377	0	619
Staff Mileage Reimbursement - 81900	2,000	1,000	308	(692)	(1,692)	55	0
Membership Dues - 82100	2,000	2,000	1,375	(625)	(625)	1,759	1,975
Equipment Lease - 82302	5,000	4,000	3,210	(790)	(1,790)	4,181	4,134
Service Contracts - 82305	8,000	6,000	5,818	(182)	(2,182)	13,285	18,441
Repairs/Maintenance - 82400	2,500	2,500	0	(2,500)	(2,500)	0	0
Campus Tours - 82450	5,000	3,000	2,952	(48)	(2,048)	3,573	2,043
Telephone - 82600	1,500	1,500	428	(1,072)	(1,072)	1,201	1,613

	2016/17	FY 2017/18	FY 2016/17	FY 2017/18	FY 2016/17	2014/15
	PRIOR YEAR		ACTUAL - ALL FUNDS	VARIANCE	+/- PRIOR YEAR	PRIOR YEAR
OPERATING EXPENSES:						
Planned Giving (Event) - 82604	5,000		5,000	(5,000)	(5,000)	0
Insurance Directors & Officers - 82700	8,000		8,000	(1,127)	(1,127)	6,456
Insurance Expense (Foundation Liability)- 82700	0		600	(45)	555	595
Wages & Benefits - 82800	600,000		649,318	(175,513)	(126,195)	726,073
Wages & Benefits - Accounting Specialist - 82800	43,000		106,066	(68,461)	(5,395)	0
Independent Contractors -82802	0		0	38,000	38,000	202,680
Independent Contractors - Marketing Hub - 82802	48,000		0	31,827	(16,173)	0
Independent Contractor - Video	0		27,000	(27,000)	0	
Independent Contractor - Website/Social Media	0		12,000	(12,000)	0	
Independent Contractors - FR50 Database Maintenance	60,000		0	11,037	(48,963)	0
Staff Support - 82805	0		1,500	(251)	1,249	143
Clerk (Seasonal) - 82900	0		2,000	(218)	1,782	0
Other - 83000	0		0	0	0	5,282
Presidents Fund - 83005	30,000		30,000	(26,289)	(26,289)	81,663
Depreciation Expense - 83500	0		3,600	(3,600)	0	2,304
In Kind Expense	0		68,000	(68,000)	0	75,636
Other Investment Expenses - 83200	0		46,000	(7,801)	38,199	194,970
				0	0	
TOTAL OPERATING EXPENSES:	1,264,000		1,530,500	(246,595)	19,905	1,612,966
				0	0	P

	2016/17	FY 2017/18	FY 2016/17	FY 2017/18	FY 2016/17	2014/15
	PRIOR YEAR	PROPOSED	ACTUAL - ALL FUNDS	VARIANCE	+/- PRIOR YEAR	PRIOR YEAR
PROGRAM/SCHOLARSHIP EXPENSES:						
Scholarships - 70200	0	800,000	670,243	(129,757)	670,243	606,208
Contributions to the College - 70000	0	500,000	285,489	(214,511)	285,489	1,072,566
Grants - 70201	0	0		0	0	0
Management Services - 81502	0	435,000	363,401	(71,599)	363,401	381,131
Gift Fee - 81503	0	37,500	4,777	(32,723)	4,777	0
Refunds/Reimbursement of Exp - 70105	0	0	2,500	2,500	2,500	0
Service Contracts - 82305	0	0	2,918	2,918	2,918	0
Realized Loss - 83300-For Split Interest Agree	0	10,000	0	(10,000)	0	11,653
Student Awards - 70202	0	1,200	525	(675)	525	0
Capital Campaign (Naming) -80000	-	5,000		(5,000)	0	0
Other Investment Expenses - 83200		149,000	124,867	(24,133)	124,867	
Bad Debts - 80050	0	15,000	0	(15,000)	0	0
				0	0	
TOTAL PROGRAM/SCHOLARSHIP EXPENSES:	0	1,952,700	1,454,720	(497,980)	1,454,720	2,071,558
Move Funds from Prior Year Reserves		(197,700)		197,700	0	
TOTAL PROGRAM/SCHOLARSHIP EXPENSES WITH RESERVE:		1,755,000		(1,755,000)	0	
TOTALS	1,264,000	3,285,500	2,738,624	-2,922,457	-1,474,624	3,704,792
						3,684,524

Prospective COD Foundation Board Member

Jean C. Carrus

Professional Experience:

- Owned and Operated Infinity Broadcasting Corp until 1985
- Jeness Antiques. Partner
- Westway Motor Inn, Past Owner
- Experience in Advertising, Promotion and Accounting

Non-profit experience and support:

- The Palm Spring Opera Guild of the Desert Past President - 1992 -1994, Current Parliamentarian
- Metropolitan Opera Showcase Concerts Association Past President -1996 -1998
- Brandeis University National Committee - Desert Chapter - Past President – 1988 -1990, Current Parliamentarian
- Brandeis University National Committee - Western Region- Past President - 1999 - 2002
- Brandeis University National Committee - National Board Director - 1988 - Present
- Elected to the Brandeis University Board of Fellows in 2010
- Jewish Federation of the Desert - Past Chairperson of Planned Giving
- Palm Springs Art Museum - Councils: M.A.C. (Women's Committee); Western Art Council President 2004 - 2007, current Director of Annenberg Theater Council, Board of Trustees - Director 2007 - 2011
- McCallum Theatre - Patroness Circle of the Muses - past Director, President's Council
- Palm Springs Friends of the Philharmonic - Past Director
- Dusty Wings -1987 to Present
- New York Metropolitan Opera - National Council member 2003 - 2014
- World Affairs Council- Director 2005 to Present. Current C.E.O.
- College of The Desert Foundation - Director 2006 - 2013
- Virginia Waring International Piano Competition- Director 2007 - Present
- Tolerance Education Center - Director 2008 - Present
- CSU Palm Desert Advancement Board - 2015 - Present

Prospective COD Foundation Board Member

Barbara Fromm

Education:

- Bachelor of Arts- American History
- Bachelor of Arts- Secondary Education
- Graduate of General Electric's School of Lighting Design-Nela Park Headquarters Cleveland, OH

Professional Experience:

- Liaison for the Gray Iron Foundry Industry of Pennsylvania with the Department of Civil Engineering at Pennsylvania State University. Program was to determine how to dispose of used foundry sand in an environmentally acceptable process.

Non-profit experience and support:

- President of Jewish Family Service of the Desert
- Member of the Annenberg Theater Council of the Palm Springs Art Museum
- Board member of the Israel Cancer Research Fund
- Board member of the Museum Associates Council of the Palm Springs Art Museum

Prospective COD Foundation Board Member

Diane M. Rubin, CPA

Education:

- MBA in accounting from University of Washington

Professional Experience:

- Accountant at Price Waterhouse in New York City
- Retired partner with the firm of Novogradac & Company, a national accounting firm headquartered in San Francisco, CA.
- 1993 appointed to the Californian Board of Accountancy
- 1998-2007 member of the Board of the National Association of State boards of Accountancy, served as Chair in 2005-2006
- 2003-2007 member of the Auditing Standards Board and its Audit Issues Task Force
- 2012-2015 Private Company Council
- 2016 to present, Board of Trustees of the Financial Accounting Foundation

Non-profit experience and support:

- 2014 Rancho Mirage Parks and Trails Commission
- Member of the board of the Palm Springs Opera Guild
- Member of the Muses & Patroness Circle of the McCallum Theatre
- Founding member of Desert X
- 2017 co-chair Palm Springs Art Museum gala
- Audit committee member for COD Foundation and Palm Springs Art Museum
- Past member of Board of Trustees of the San Francisco Conservatory of Music
- Associate Director of San Francisco Opera Guild, chair of the San Francisco Opera Ball in 2012

Awards:

- 2006 named Top 100 Most Influential People by *Accounting Today*, and named Top 100 Most Influential Practitioners by *NPA Magazine*
- San Francisco mayor Gavin Newsom declared November 16, 2010 as Diane Rubin Day
- 2013 William H. Van Rensselaer Public Service Award

President's Circle Current List

Lname	Fname	Company /Org Name	member. level
Allen	Judy		PC Life
Alter	Susan		PC Bronze
Altshule	Perry		PC Bronze
Ammon	Carol		PC Bronze
Appelbaum	Robert		PC Bronze
Archer	Robert		PC Bronze
Auen	Ron	H.N. & Frances C. Berger	PC Life
Bardack	Phillip	Thatcher Foundation	PC Life
Barry	Margaret		PC Bronze
Becker	Zerryl		PC Bronze Payroll Deduction
Benoit	Sheryl		PC Bronze
Bernthal	Harold		PC Silver
Biscow-Brown	Phoebe		PC Bronze
Blanton	Cooper		PC Bronze
Bolanos-Moore	Barbara Anne		PC Life
Bone	William	Sunrise Company	PC Life
Brill	Gary		PC Bronze
Brown-Welty	Sharon	Cal State San Bernardino Palm	PC Bronze
Buntrock	Dean	Dean L and Rosemarie Buntrock	PC Gold
Busick	Joan		PC Bronze
Carrus	Jean		PC Bronze
Castaneda	Norma	HR Advantage	PC Silver
Chunowitz	Bill		PC Silver
Clark	Sherrie		PC Bronze
Clark	Walter		PC Bronze
Cravens	Peggy		PC Life
Criste	John		PC Bronze
Darby	Keith		PC Bronze
Dean	Edward		PC Bronze
Denkler	Neal		PC Life
Dodge	Norman		PC Bronze
Doussett	Courtney		PC Bronze Payroll Deduction
Eber	Lenny		PC Bronze
Emerson	Linda		PC Bronze Payroll Deduction
Emett	Robert		PC Life
Farley	James	Leichtag Foundation	PC Bronze
Fishman	Joel		PC Bronze
Flottesmesch	Edward		PC Gold
Foster	David		PC Life
Fremont	Barbara	Fremont Foundation	PC Bronze
Gaeta	Franklin		PC Bronze

Lname	Fname	Company /Org Name	member. level
Galen	Helene	Galen Family Foundation	PC Gold
Geissberger	Louis		PC Bronze
Gershowitz	Diane		PC Gold
Goldstein	Harry		PC Bronze
Gother	Jane		PC Bronze
Gray	James		PC Life
Greene	Jim		PC Gold
Greene	Donna		PC Bronze Payroll Deduction
Greenwald	Alicia		PC Bronze
Gross	Toni		PC Bronze
Gularte	Mary Anne		PC Bronze Payroll Deduction
Hall, MD	Stanley		PC Bronze
Haller	Carole		PC Bronze
Hallse, PhD	Robert		PC Life
Hanson	Kay		PC Life
Hardy	Ellen		PC Bronze Payroll Deduction
Harnik	Jan	City of Palm Desert	PC Life
Harris	Nancy	The Coeta and Donald Barker	PC Life
Hawkins	Jan		PC Monthly
Hazen	Kay	Kay Hazen and Company	PC Bronze
Heinrich-Steinberg	Katrina		PC Life
Henderson	Ruth		PC Life
Hendler	Mary		PC Life
Hengesh, MD	John		PC Bronze
Herz	Donald	The J. H. Herz Family Foundation	PC Life
Hilb	Justin		PC Life
Hirschi	Jean Ann		PC Life
Hoehn	Catheryn		PC Silver
Holcombe	Brian	1st Bank	PC Bronze
Houston	James		PC Bronze
Howell	Steve		PC Bronze Payroll Deduction
Hughes	Hansi		PC Bronze
Hunt	Suz		PC Silver
Hunter	Pamela		PC Bronze Payroll Deduction
Jennings	Jack		PC Bronze
Johnson	Wayne		PC Bronze
Kermode	Louise		PC Gold
Kinnamon	Joel		PC Bronze Payroll Deduction
Kirby	Joel		PC Bronze
Konheim	Bruce		PC Bronze

Lname	Fname	Company /Org Name	member. level
Kozlen	Vernon		PC Bronze
Kroonen, PhD	William		PC Life
Lamb	Joan		PC Bronze
Larson	Jeffrey		PC Bronze Payroll Deduction
Lee	George		PC Life
Levin	Jeff		PC Bronze
Levine	Carl		PC Bronze
Lewis	Norman		PC Bronze
Loretta	Ricardo	Dr. Reynaldo J. Carreon	PC Life
Lynch	Bill		PC Silver
MacMillan	Donna		PC Gold
Maly	Marlene		PC Bronze
Marman	John		PC Life
Martinez	Dan		PC Bronze
Martinez	Daniel		PC Bronze Payroll Deduction
Marts	Monte		PC Bronze
Mason	Penny		PC Life
Masser	Ogniana		PC Bronze
Matzner	Harold		PC Gold
McBride	Dick		PC Bronze
McCarthy	Edeltraud		PC Life
McClung	Fay		PC Bronze
McGrath	JoAnn	Highland Street FND	PC Gold
Miller	James		PC Life
Mintz	Myron		PC Bronze
Mitchell	Michelle	Desert Sun	PC Life
Moller	Poul		PC Life
Monell, MD	Charles		PC Silver
Monica	Matteo		PC Life
Morrey	Edith		PC Life
Musante	Raymond		PC Life
Neiman	Suzette		PC Bronze
Nickerson	Mark		PC Gold
Nober	Susan		PC Bronze
Novack	Lawrence		PC Bronze
Ortega	Rosemary		PC Life
Oster	Michael		PC Life
Paige	Pat		PC Bronze
Peltier	Midge		PC Bronze
Penkhus	Jerome		PC Life
Peppler	John		PC Life
Platt	Barbara		PC Bronze
Ralston	Pamela		PC Bronze Payroll Deduction
Reinsch	Helen		PC Life

Lname	Fname	Company /Org Name	member. level
Resmo	Michael		PC Bronze
Richmond	Larry		PC Bronze
Rider	Manny		PC Bronze
Rinkey	Ben		PC Bronze
Robertson	Diane		PC Life
Rothstein	Robert		PC Bronze
Rubenstein	Lester		PC Bronze
Russom	Dianne		PC Bronze Payroll Deduction
Saltonstall	Robert		PC Bronze
Scadron	Robert		PC Bronze
Schnitzer	Arlene	HARSCH FND	PC Gold
Scoby	Gloria		PC Bronze
Scott	Franklin	RC Baker Foundation	PC Life
Sheneman	Jean		PC Bronze
Shields	Jack		PC Bronze
Simonds	Sally		PC Lifetime
Sirinsky	Richard		PC Bronze
Siteman	Al		PC Life
Siwak	Alvin		PC Bronze
Solomon	Peter		PC Life
Spiegel	Robert		PC Life
Stefan	Bonnie		PC Bronze Payroll Deduction
Stein	Rick		PC Monthly
Story	Jackie		PC Life
Svendsen	David		PC Life
Throckmorton	Marilyn		PC Life
Tierney	Michael		PC Bronze
Todd	Leslie		PC Life
Townsend Vinci	Charles		PC Bronze
Wilson	Aurora		PC Life
Wohlwend	Wells		PC Life
Wolf	Larry		PC Bronze
Wood	Rita		PC Bronze
Yablans	Irwin		PC Bronze
Yandt	Fred		PC Bronze
Young	Leslie		PC Bronze Payroll Deduction
Young	Betsy	COD Alumni Association	PC Life
Zlotnik	Martin		PC Bronze

2017-2018 Board of Directors

Fname	Lname	Email	Address	City, State Zip	Tel	Cell
Toni	Ackerman	Toni97520@gmail.com	118 Wikil Place	Palm Desert, CA 92260	541-944-2625	
Bob	Archer	heconsults@yahoo.com	100 Menil Place	Palm Desert, CA 92260	341-4844	847-329-1117
Jean	Carrus	jcc42230@gmail.com	205 Crystal Bay Court	Rancho Mirage, CA 92270	760-324-3664	
Norma	Castaneda	norma@peoplescapehr.com	4 Calle Lantana	Palm Desert, CA 92260	272-5683	
Bill	Chunowitz	bchunowitz1940@gmail.com	131 Waterford Circel	Rancho Mirage, CA 92270	328-0838	
Peggy	Cravens	pcravens@dc.rr.com	899 Island Drive, No. 213	Rancho Mirage, CA 92270	324-8899	567-2585
Donna-Jean	Darby	Darby1932@msn.com	38710 Gladiolus Lane	Palm Desert, CA 92211	345-7839	
Carol Bell	Dean	edcarol22@msn.com	49785 Canyon View Drive	Palm Desert, CA 92260	636-1950	206-930-6332
Diane	Denkler	desertdd@earthlink.net	36706 Tallowood Drive	Palm Desert, CA 92211	772-9810	
Marge	Dodge	margedodge1@aol.com	79305 Toronja	La Quinta, CA 92253	564-9329	
Diane	Gershowitz	dianeg711@gmail.com	906 Andreas Canyon	Palm Desert, CA 92260	568-9828	
Bob	Goodfriend	bgoodfr1@yahoo.com	125 Wabish Place	Palm Desert, CA 92260	776-4455	
Jim	Greene	erica.gerzog@nb.com	6 Cromwell Court	Rancho Mirage, CA 92270	917-696-9584	
Brian	Holcombe	Brian.holcombe@efirstbank.com	73000 Highway 111	Palm Desert, CA 92260	836-3504	909-289-2726
Lisa	Howell	lhowell@collegeofthedesert.edu	43500 Monterey	Palm Desert, CA 92260	674-7625	
Suz	Hunt	susankayhunt@yahoo.com	19 Via Flores	Rancho Mirage, CA 92270	318-4281	415-652-2829
Teri	Ketover	tsketover@aol.com	12122 Troon Circle	Rancho Mirage, CA 92270	760-328-9909	
Joel	Kinnamon	jkinnamon@collegeofthedesert.edu	43500 Monterey	Palm Desert, CA 92260	773-2500	415-0801
Vern	Kozlen	vernkozlen@gmail.com	9 Sun Ridge	Rancho Mirage, CA 92270	328-1026	
Paulina	Larson	paulina@palmspringslife.com	303 N indian Canyon Drive	Palm Springs, CA 92262	808-5203	

Fname	Lname	Email	Address	City, State Zip	Tel	Cell
Bob	Manion	rcmanion@aol.com	49020 Foxtail lane	Palm Desert, CA 92260	776-4117	774-9419
Dan	Martinez	dmartinez@indio.org	100 Civic Center Mall	Indio, CA 92201	391-3664	
Penny	Mason	penmason@comcast.net	64-465 Via Risso	Palm Springs, CA 92264	323-2735	
Tom	Minder	tgm@mx2law.com	41777 Rancho Manana	Rancho Mirage, CA 92270	760-341-4445	
Joanne	Mintz	desertmintz@aol.com	80821 Vista Lazo	La Quinta, CA 92253	771-0402	408-2623
Chuck	Monell	Cmonell1@dc.rr.com	34 Mayfair Drive	Rancho Mirage, CA 92270	324-2303	
Mark	Nickerson	mnickerson@primetimeproduce.com	86-705 Avenue 54, Ste. A	Coachella, CA 92236	399-4278	250-5020
David	Nola	david.nola@alphamediausa.com	83460 Lone Star Road	Indio, CA 92203	322-7890	
Annette	Novack	rmaln@dc.rr.com	70906 LaPaz Raod	Rancho Mirage, CA 92270	760-321-7723	
Diane	Rubin	diane.m.rubin@gmail.com	40380 Desert Creek Lane	Rancho Mirage, CA 92270	415-312-1105	
Gene	Saltontall	jsalton44@aol.com	37 Vista Encantada	Rancho Mirage, CA 92270	321-9021	941-685-6771
Glenn	Schnitzer	adssch@yahoo.com	74-185 Desert Rose Lane	Indian Wells, CA 92210	341-1665	
Dominique	Shwe	Dominique.shwe@thedesertsun.com	750 N. Gene Autry Trail	Palm Springs, CA 92262	778-4699	
Sally	Simonds	ssimonds@dc.rr.com	74403 Desert Bajada Trail	Indian Wells, CA 92210	773-3607	
Christen	Smith	chsmith@collegeofthedesert.edu	43500 Monterey	Palm Desert, CA 92260	776-7256	
Kate	Spates	katespates@gmail.com	72185-B Painters Path	Palm Desert, CA 92260	409-1133	
Robert	St Juliana	rstjuliana@collegeofthedesert.edu	43500 Monterey	Palm Desert, CA 92260	674-7823	
Aurora	Wilson	awilson@collegeofthedesert.edu	43500 Monterey	Palm Desert, CA 92260	773-2500	



Foundation Operating Procedures
 July 1 through October 1
 Contracts
 May 31, 2017

Motion of the Board of Directors of the College of the Desert Foundation

Contracts:

In order to implement the approved Foundation Operations for FY 17-18, the Board of Directors delegate the responsibility of executing contracts, including those over \$25,000, to the Interim Executive Director of the Foundation for the period of July 1, 2017 through October 1, 2017. The Interim Executive Director, prior to executing the contracts, shall notify the Foundation Board president and Treasurer.

M/S/C _____/_____ to approve the contract signing recommendation as proposed.

 Suz Hunt, FDN Board President

 Date

Important Foundation and College event Dates for your calendar

06-28-17: Board Meeting
07-04-17: Foundation Office Closed

*Please note that a \$5 goodwill donation is suggested for any concert at the Pollock Theater.

For athletic events on campus please go to website, click on Composite Schedule to see calendar of events
www.codathletics.com/landing/index



This gift is for:

Payment Method: ☐ Check or ☐ Credit Card: (make check payable to COD Foundation)

Please charge my ☐ AMEX ☐ MasterCard ☐ Visa: _____
Name on Card

Card# _____ Exp _____ CVS# _____

 Signature Date

 Billing Address (indicate **ON FILE** if nothing has changed)

 City, State, Zip

 Telephone(indicate **ON FILE** if nothing has changed) Email (indicate **ON FILE** if nothing has changed)