



Foundation Board Meeting

General Session: 3:00 p.m.

Wednesday – March 30, 2016

Meeting Location (See map)

Cravens 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

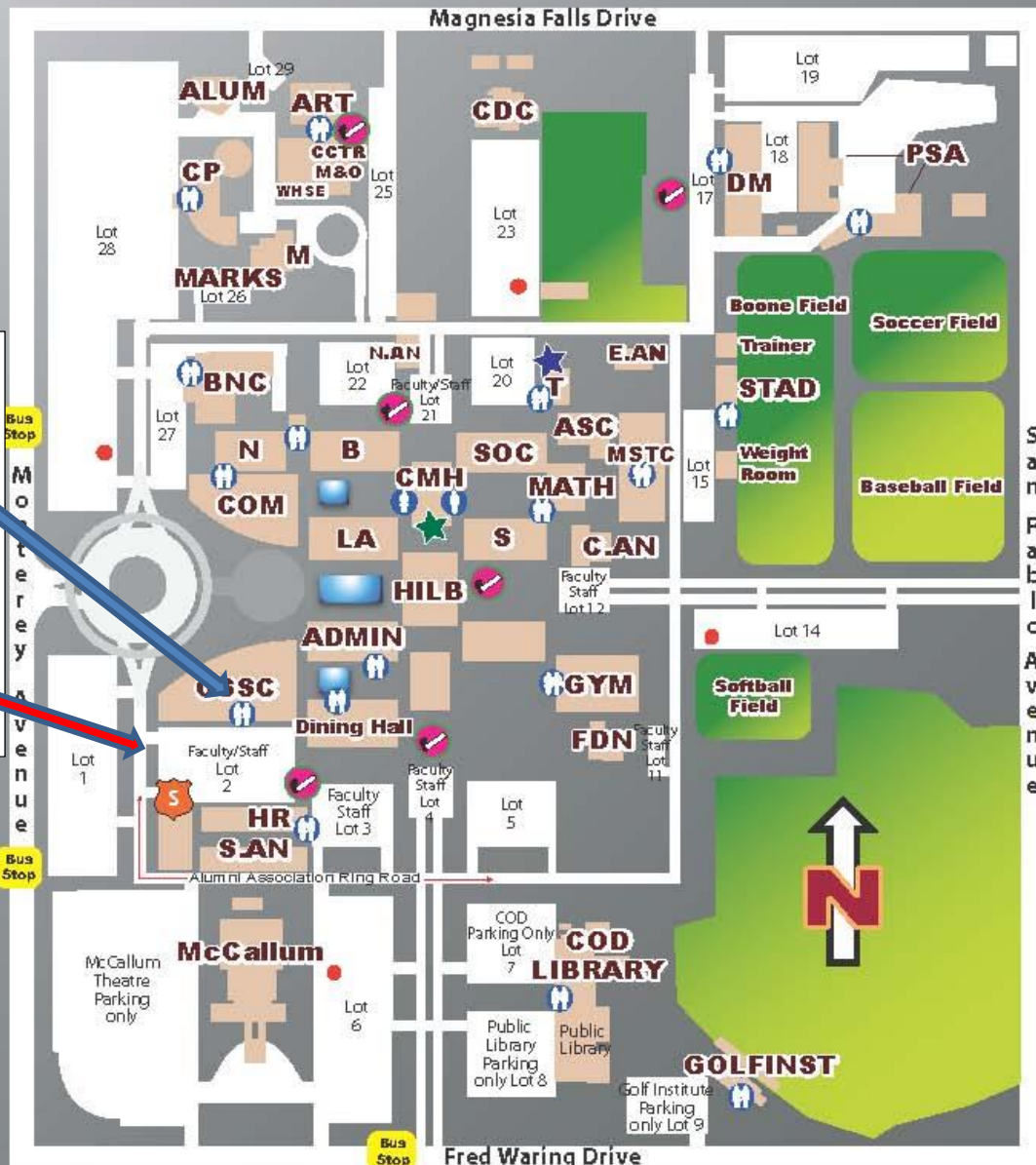
Important Notice:

All meetings will be recorded



COLLEGE of the DESERT

Campus Guide



Board Meetings

Multi-Purpose Room

Cravens Bldg

Park Lot 2

AGENDA

(**Board action required)

- I. Call to Order
- II. Public Invitation to speak per the Brown Act
- III. COD Student speaker, Miguel Flores and Roschelle Aguilar
- IV. COD President report – Joel Kinnamon
- V. Academic Senate President – Kelly Hall
- V. Approval of meeting minutes
 - A. ****Approval of February 24, 2016 Executive Board Meeting Minutes.....** Page: 1
 - B. ****Approval of February 24, 2016 Board Meeting Minutes.....** Page: 2
- VI. Foundation Standing Committee Reports
 - A. Finance Committee – Bob Archer
 - a) Financial review..... Page: 5
 - b) **** Approval of March 22, 2016 Finance Minutes.....** Page: 12
 - c) ****Approval of February 29, 2016 financials.....** Page: 14
 - B. Nominating Committee – Brian Holcombe
 - a) ****Approval of March 14 & 24 Nominating Meeting Minutes...** Page: 19-22
 - b) Nomination of 2016-2017 Board of Directors..... Page: 21
 - c) Nomination of 2016-2017 Slate of Officers..... Page: 22
 - d) Committees
 - C. Academic Angels Committee – Jan Harnik
- VI. Review of Strategic Plan 2013-2016..... Page: 23

VIII.	Update of Strategic Plan 2016-2019.....	Page: 26
A.	Appointment of committee	
IX.	Stepping Out for COD summary – Diane Gershowitz	
A.	Appointment of committee with Diane Gershowitz as chair	
X.	Foundation Reports	
A.	Development- Gigi Muth	
B.	Development – Peter Sturgeon	
XI.	Reports:	
A.	COD Trustee – Bonnie Stefan	
B.	Foundation Board President – Mark Nickerson	
C.	Response to Community Involvement Requests:	
	a) None	
XII.	College of the Desert History video	
XIII.	New Business	
XIV.	Adjournment	



Executive Committee Meeting
Wednesday, February 24, 2016 – 3:00p.m.
Cravens

MINUTES

Present:

Bob Archer, Norma Castaneda, Donna Jean Darby, Carol Bell Dean, Marge Dodge, Diane Gershowitz, Kelly Hall, Jan Harnik, Brian Holcombe, Joel Kinnamon, Vern Kozlen, Donna MacMillan, Bob Manion, Dan Martinez, Penny Mason, Mark Nickerson, Sally Simonds, Kate Spates, Larry Spicer, Bonnie Stefan

Absent:

Joan Busick, Bill Chunowitz, Peggy Cravens, Lisa Howell, Suz Hunt, Peggy Sue Lane, Charles Monell, Jane Saltonstall, Dominique Shwe, Arlene Schnitzer

Guest

Jim Hummer, Kippy Laflame, Peter Sturgeon, Gigi Muth, Pam Hunter

Call to Order

Public Invitation to speak as per the Brown Act

None

Mid-Year Operation Budget revision – Jim Hummer

Jim reviewed the mid-year changes to Foundation Operating budget.

Revenues Current: \$1,286,000 a reduction of \$120,000 will bring the revised revenues to \$1,166,000. The adjustment of \$120,000 accounts for the annual fund assumption of 5% of YOU CAN campaign monies to operations which the auditors informed us we cannot take. The YOUCAN campaign monies are restricted by virtue of the collateral.

Expenses Current; \$1,286,000 reduction of \$161,800 will bring the revised expenses to \$1,124,200

Reporting of Unrealized Losses & Gains – Jim Hummer and Kirstien Renna

After meeting with our Auditors, Brabo Carlsen, we were told that we have to report our losses on a monthly basis. They did suggest to put it on a separate line. The January financials show this revision. They

Stepping Out for COD 2017

Videos of suggestions for next year's talent. They are Pointer Sisters, Naomi Price

Adjournment 3:00 p.m.



Board Meeting
Wednesday, February 24, 2016 – 4:00p.m.
Cravens Multi-Purpose Room

MINUTES

Present:

Bob Archer, Norma Castaneda, Donna Jean Darby, Carol Bell Dean, Marge Dodge, Diane Gershowitz, Kelly Hall, Jan Harnik, Brian Holcombe, Joel Kinnamon, Vern Kozlen, Donna MacMillan, Bob Manion, Dan Martinez, Penny Mason, Mark Nickerson, Sally Simonds, Kate Spates, Larry Spicer, Bonnie Stefan

Absent:

Joan Busick, Bill Chunowitz, Peggy Cravens, Lisa Howell, Suz Hunt, Peggy Sue Lane, Charles Monell, Jane Saltonstall, Dominique Shwe, Arlene Schnitzer

Guest

Jim Hummer, Kippy Laflame, Peter Sturgeon, Gigi Muth, Pam Hunter

Call to Order

Public Invitation to speak as per the Brown Act

None

Guest

Trevor Uprichard, Jim Hummer, Kippy Laflame, Kirstien Renna, Peter Sturgeon, Gigi Muth, Pam Hunter

Call to Order

Public Invitation to speak as per the Brown Act

None

COD Student speaker

Trevor Uprichard shared his story with the members

Approval of meeting minutes as distributed

It was M/S/C Vern Kozlen/ Bob Manion to approve the January 27, 2016 Board Meeting Minutes.

Financials Review – Kirstien Renna and Virginia Ortega

Kirstien reviewed the December 2015 and January 2016 financials. A new graphic representation report that Kirstien and Virginia created was reviewed with the Board.

It was M/S/C Bob Archer/Vern to approve the December 2015 Financials.

It was M/S/C Vern Kozlen/Bill Chunowitz to approve the January 2016 Financials.



Mid-Year operating budget revisions – Jim Hummer

Jim reviewed the mid-year changes to Foundation Operating budget.

Revenues Current: \$1,286,000 a reduction of \$120,000 will bring the revised revenues to \$1,166,000. The adjustment of \$120,000 accounts for the annual fund assumption of 5% of YOU CAN campaign monies to operations which the auditors informed us we cannot take. The YOUCAN campaign monies are restricted by virtue of the collateral. Expenses Current; \$1,286,000 reduction of \$161,800 will bring the revised expenses to \$1,124,200

It was M/S/C Donna Jean Darby/Vern Kozlen to accept the revised operating budget as presented.

Reporting of Unrealized Losses & Gains – Jim Hummer and Kirstien Renna

After meeting with our Auditors, Brabo Carlsen, we were told that we have to report our losses on a monthly basis. They did suggest to put it on a separate line. The January financials show this revision. They

Finance Committee – Brian Holcombe

It was M/S/C by Donna MacMillan/Dan Martinez to approve the February 17, 2016 Finance meeting minutes as presented

Academic Angels – Jan Harnik and Gigi Muth

Gigi compared 2014 to 2015 statistics of Citizens of Distinction event:

- 59% growth in RSVP from 230 to 366
- 70% increase in first time donors from 57 to 97
- 588% increase in the ask from \$18,156 to \$124,838
- First time Presenting sponsor for event
- Sponsor numbers increased from 19 to 27

Jan reviewed the 2016-2017 Slate of officers for the Academic Angels.

- President: Eileen Hall
- 1st Vice President: Sally Simonds
- 2nd Vice President Signature Event: Mary E. Latta (Chair), Roberta Duke (Co-Chair)
- 3rd Vice President Membership: Marge Barry (Chair), Linda Rider (Co-Chair)
- Treasurer: Cynthia Cottrell
- Recording Secretary: Diane Denkler
- Corresponding Secretary: Erica Espinola
- Historian: CJ Westrick-Bomar
- FND Board Liaison/Parliamentarian: Donna Jean Darby

The Academic Spring luncheon is on April 11, 2016. The funds raised will go to the Early Childhood garden.



Development - Peter Sturgeon

Peter reported on campus tours. Forty-eight of Mark and JoAnn Nickerson's friends joined us this week for tours of the campus. Peter reminded all of the Scholarship reception tomorrow on Feb. 24th at 4pm, we need all board members to step in and help. The Legacy reception coming up on Wednesday, March 9, 2016 will be held at Bob Archer's home from 4:30 to 6:30pm. On March 29th the PD Rotary are having the Spirit, Dr. Kinnamon will be inducted into the Rotary Education Hall of Fame, and all board members are invited. Jim mentioned that the Annexstads attended a campus tour they were very impressed Their Foundation supports the top 58 universities and colleges in the nation and now one community college, College of the Desert.

Stepping Out update – Diane Gershowitz and Jim Hummer

Diane reported that we are over 65% of goal. She encouraged everyone who hasn't sponsored yet to step up to the Roadrunner sponsorship level, we also have a Suite Deal left. We need a presenting sponsor since Wells Fargo came in at \$10K so we have \$65K to make up. One of our campus tour attendees who had never been on campus actually stepped up for a \$25K sponsorship to the event. We've sold 50% of the tickets at the McCallum without our advertising which starts in February. We need all the assistance with sponsorships that we can get.

Messaging – Jim Hummer

Videos of our commercials were shown.

State of the College – Dr. Kinnamon

Dr. Kinnamon gave a brief overview of the event it was decided to show the video presentation at the next meeting. New faculty members have been hired as well as a new VP of Academic Affairs.

Academic Senate President – Dr. Kelly Hall

There was no report as Dr. Hall had to leave. Because of classes Dr. Hall must leave early. We will put her on the agenda earlier next meeting.

COD Trustee – Dr. Stefan

Dr. Stefan spoke to us about the new trustee Fred Jandt which is replacing Michael O'Neill's vacated seat. In his former position he was very involved with our campus in joint projects with CSSB.

Foundation Board President – Mark Nickerson

Mark would like everyone to commit to letting him know any thoughts that would help the board be more focused. The nominating committee will need to meet shortly. We have 3 new members to look at.

Community Involvement Request

Angel Light Academy \$1K sponsorship request for their leadership conference was discussed and approved.

Adjournment 4:10 p.m.



MONTHLY FINANCIAL REPORT

FOR THE MONTH ENDED:

February 29, 2016

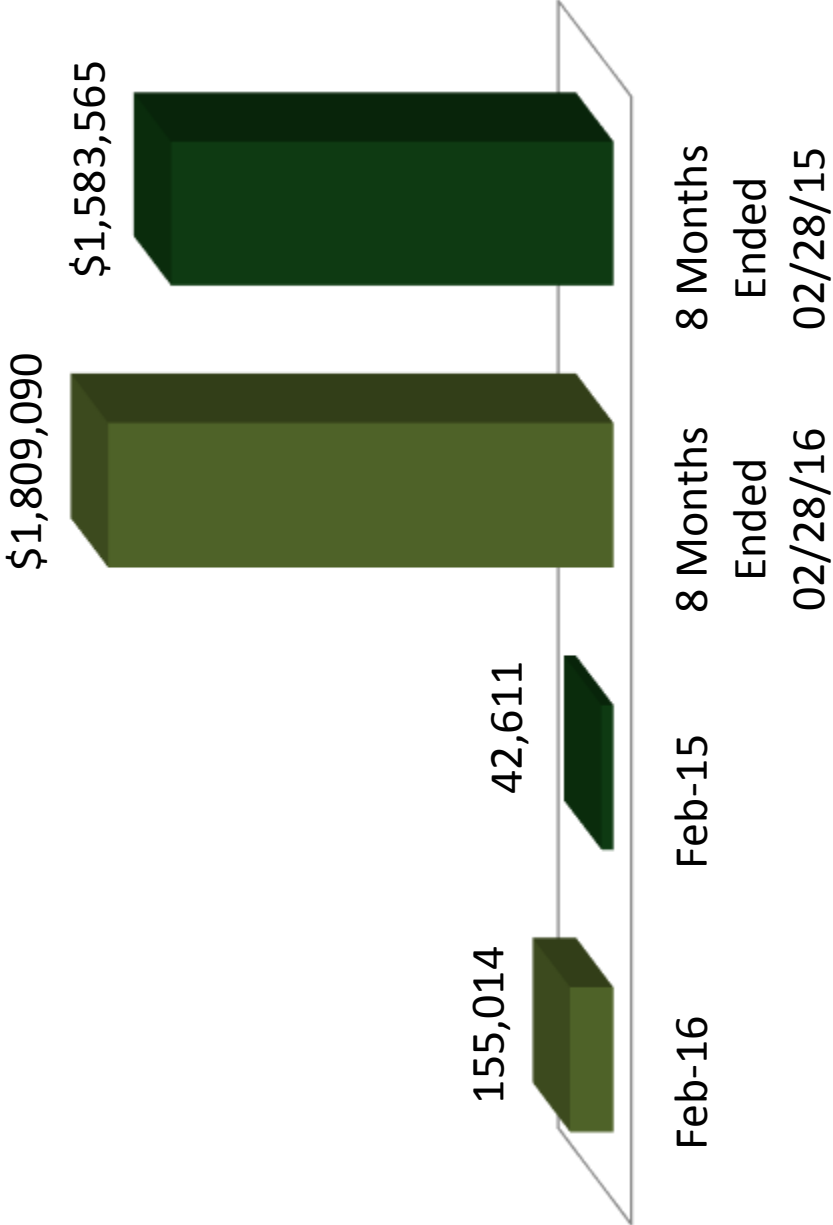
REVENUE & SUPPORT

See Pages 3 & 4 Statement of Activities Current / YTD

- During the Month of February, Total Revenues (excluding investment activity) were \$155,014. This was a increase of 72.5% over the amount received in February of last year.
- Net income from Special Events made up \$76,582 of the total revenues.
- Total Revenue & Support received Year-to-Date is \$1,809,090 compared to \$1,583,565 at February 2015.

03/28/16

REVENUES – ALL FUNDS



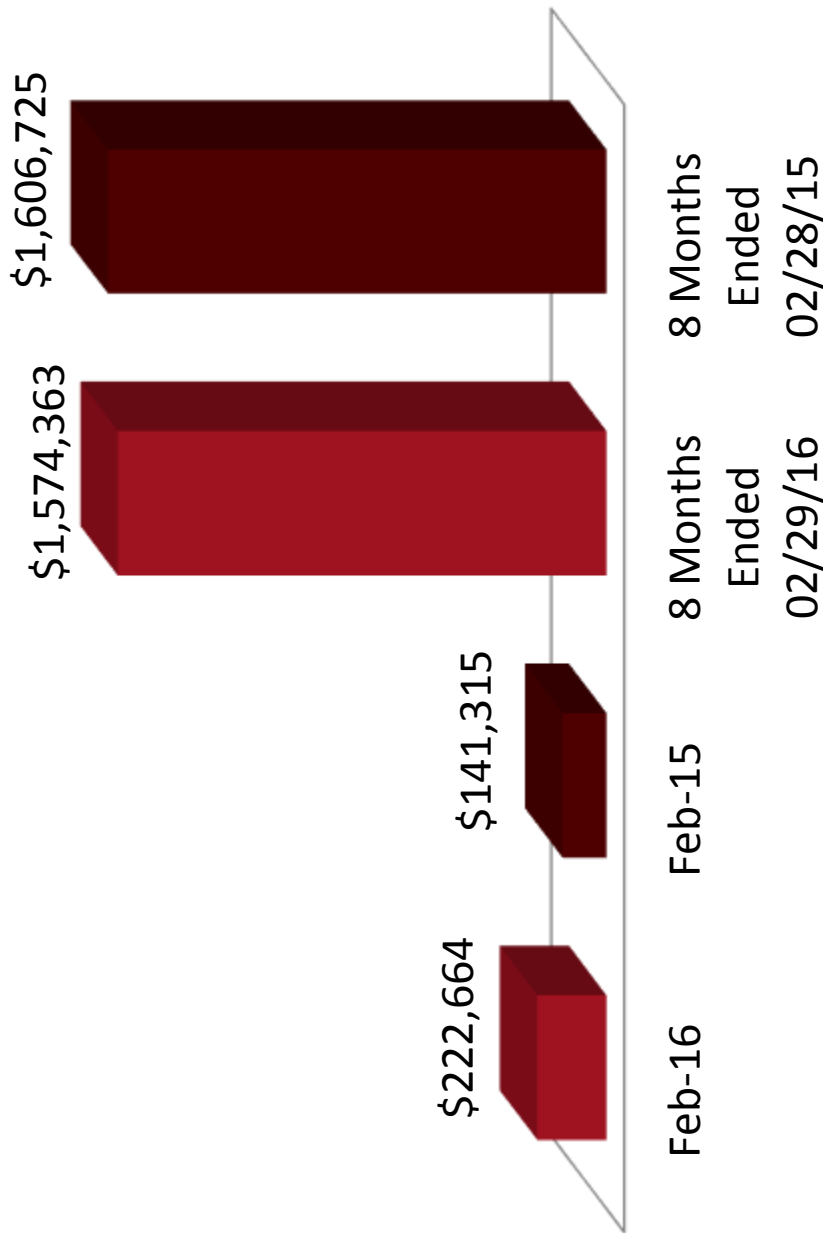
* Amounts do not include Investment activity.

EXPENDITURES

See Pages 3 & 4 Statement of Activities Current & YTD

- Total Expenditures in February were \$222,664. This was a increase of approximately 36.3% over the same month last year.
The Foundation provided \$94,780 in College Support & Scholarships and made an investment in marketing & messaging of \$81,506 in February 2016.
- Total Expenditures Year-to-Date are \$1,574,363 compared to \$1,606,725 in 2015.

EXPENDITURES – ALL FUNDS



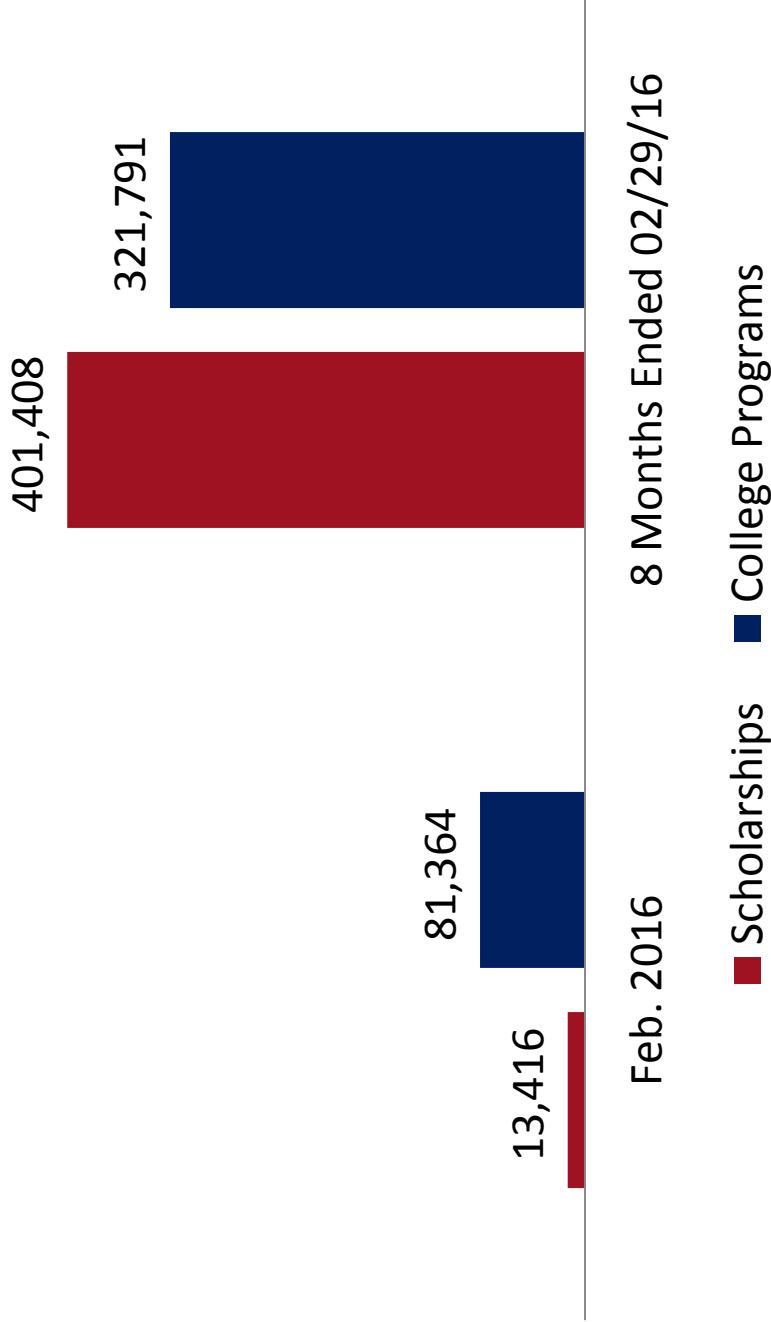
* Amounts do not include Investment activity.

FUNDING PROVIDED TO THE COLLEGE

See Pages 3 & 4 Statement of Activities Current & YTD

- In February, \$13,416 in Scholarships were awarded to Students and \$81,364 in College Program Support was provided.
- Total Funding Year-to-Date from all funds is as follows:
 - ✓ Scholarships \$401,408
 - ✓ College Programs \$321,791

Scholarships & College Programs – All Funds



NET ASSETS

See Page 2 Statement of Financial Position

- Net Assets through the period ending February 29th totaled \$27,165,898. These funds are held as follows:
- \$18,896,478 - Permanently Restricted Funds “Endowments” held by the Foundation

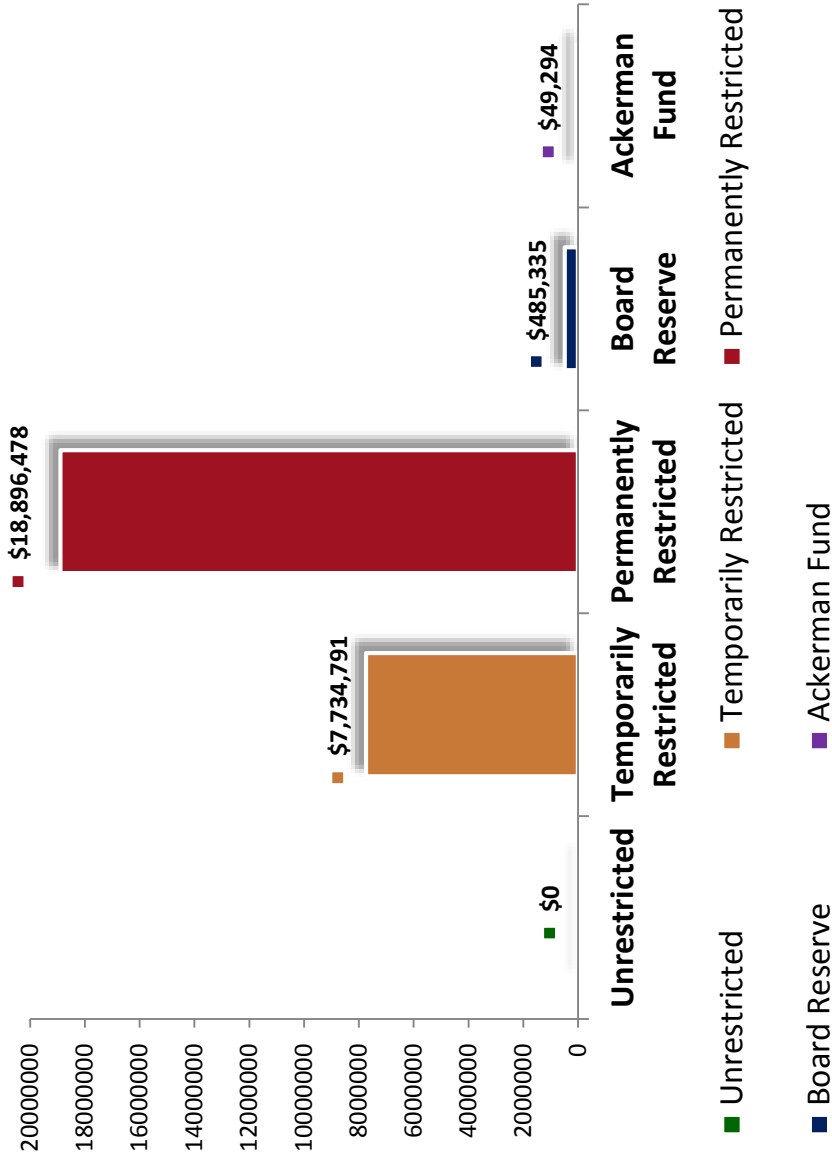
03/28/16

\$7,734,791 - Temporarily Restricted Funds
\$534,629. - Unrestricted Funds

✓\$49,294 of this amount represents the Ackerman Fund

✓Another \$500,000 is normally held as a Board Reserve, however, as a result of recording UNREALIZED Losses in the Unrestricted Fund of \$196,888. so far this year, the amount fell below the Board designation. Currently, the amount available for Board Reserve is \$485,335.

Net Assets – All Funds



- Unrestricted Funds: Funds available for use.
- Temporarily Restricted Funds: Funds which have restrictions placed on them by donors.
- Permanently Restricted Funds: Endowments held by the Foundation.

INTEREST & INVESTMENTS

See Page 2 Statement of Financial Position

INVESTMENTS –

- A total of \$23,234,852 was held in investments as of the end of February.
- \$129,786 has been paid in investment fees YTD. This amount represents approximately 0.56% of the total funds invested.

INTEREST – See Page 3 & 4 Statement of Activities Current & YTD

- Total Interest earned during February was \$35,674.
- YTD Interest earned is \$483,936.

REALIZED GAINS & LOSSES

- February saw a Realized Loss of \$-5209.
- Total Realized Losses YTD are \$-107,823.

UNREALIZED GAINS & LOSSES

- An UNREALIZED Loss of \$-95,169 was recognized during the month of February
- Total UNREALIZED Losses YTD are \$-1,690,760.

GENERAL FUND OPERATIONS

REVENUES - See page 5

- Operating Revenues received during February were \$95,501.
- Of this amount, \$73,606 came from the Barry Manilow Event.
- Total YTD Operating Revenues are \$833,939, which is 71.5% of the total budgeted amount of \$1,166,000.

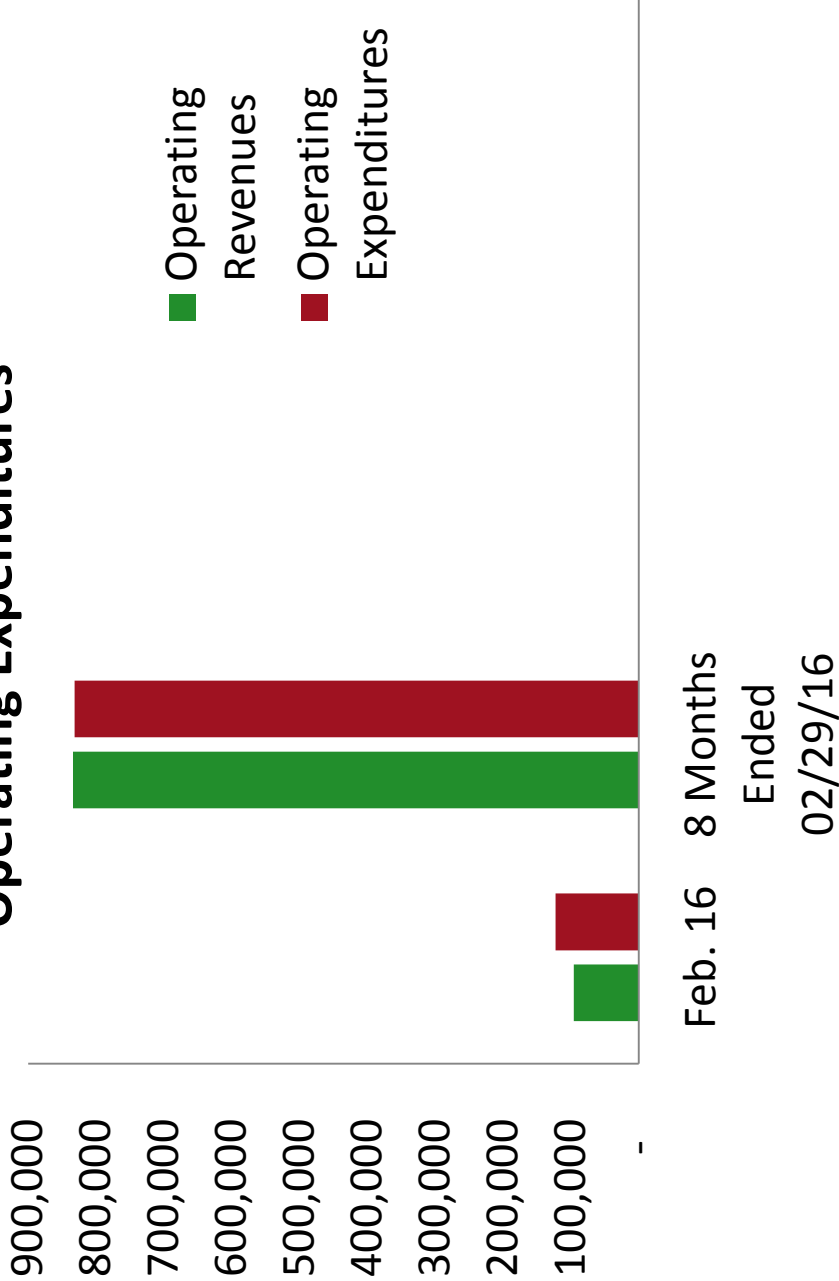
EXPENDITURES

- Operating Expenditures during February were \$122,565.
- Total YTD Operating Expenditures are \$831,190, or 73.9% of the total budgeted amount of \$1,124,200.

NET OPERATING INCOME/LOSS

- The Net Operating Loss during February (before investment activity) is \$-27,064. However, a Net Operating Gain of \$2,749. has been realized Year-to-Date.

Operating Revenues vs. Operating Expenditures



* Amounts do not include Investment activity.



Finance Committee Meeting
Wednesday, March 22, 2016 – 4:00pm
Foundation Board Room

MINUTES

Present

Bob Archer, Bill Chunowitz, Brian Holcombe, Lisa Howell, Mark Nickerson, Penny Mason

Absent

Bill Chunowitz, Suz Hunt, Vern Kozlen, Dan Martinez

Staff/Guests

Jim Hummer, Kirstien Renna, Kippy Laflame

Call to Order

The meeting was called to order at 4:00pm.

Brown Act Invitation for Public Comment

No cards were submitted from the public

Monthly Financials – Kirstien Renna

Kirstien reviewed the new graphic representation of the financials with the members. Several suggestions were made by the members to clarify the information and the way it is shown. All graphs should show most recent month, prior year's month, and year-to-date, prior year. It was also suggested that we could add some detail of what the dollars raised were for, what the contributions to the College were. Also the addition of footnotes defining items such as unrestricted, temporarily restricted, endowments.

Strategic Plan - Jim Hummer

The committee reviewed where our donation dollars have gone and what the results of the 3 year strategic plan that began in 13-14 are.

Adjournment: 5:45 pm

Minutes taken by Kippy Laflame, Executive Assistant

COLLEGE OF THE DESERT FOUNDATION

FINANCIAL SUMMARY

February 29, 2016

COLLEGE OF THE DESERT FOUNDATION
STATEMENT OF FINANCIAL POSITION FEBRUARY 29, 2016
WITH COMPARATIVE TOTALS FOR FEBRUARY 28, 2015

	Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund	Totals (Memorandum Only)	
				2015-16	2014-15
ASSETS					
1 Cash and cash equivalents	\$ 154,123	\$ 2,201,302	\$ -	\$ 2,355,425	\$ 1,715,032
2 Investments	500,000	4,729,259	18,005,593	23,234,852	25,677,640
3 Pledges receivable	(8,667)	334,431	524,782	850,546	1,610,365
4 Accounts Receivable	(19,336)	22,469	-	3,133	-
5 Prepaid expenses	-	-	-	-	-
6 Funds held at College	-	5,000	-	5,000	5,000
7 Accrued interest receivable	20,775	35,250	-	56,025	49,089
8 Accrued assets	-	-	-	-	2,122
9 Property and equipment, net	14,070	-	-	14,070	8,453
10 FCCC - Scholarship Endowment	-	41,076	336,549	377,625	391,724
11 Split interest agreements	-	414,852	-	414,852	543,469
TOTAL ASSETS	\$ 660,966	\$ 7,783,640	\$ 18,866,924	\$ 27,311,529	\$ 30,002,894
LIABILITIES					
12 Accounts payable	\$ 88,099	\$ -	\$ -	\$ 88,099	\$ 55,958
13 Deferred Contributions	\$ -	\$ -	\$ -	-	-
14 Accrued liabilities	55,045	2,537	(50)	57,532	41,903
TOTAL LIABILITIES	143,143	2,537	(50)	145,631	97,861
NET ASSETS, beginning					
Unrestricted:					
15 Undesignated	305,228	-	-	305,228	1,695,158
16 Board designated	500,000	-	-	500,000	500,000
17 Temporarily restricted	-	9,455,522	-	9,455,522	9,159,181
18 Permanently restricted	-	-	18,804,343	18,804,343	18,550,694
TOTAL NET ASSETS, beginning	805,228	9,455,522	18,804,343	29,065,093	29,905,033
19 Net Activity	(270,599)	(1,720,731)	92,135	(1,899,195)	-
NET ASSETS	534,629	7,734,791	18,896,478	27,165,898	29,905,033
TOTAL LIABILITIES AND NET ASSETS	\$ 677,772	\$ 7,737,328	\$ 18,896,428	\$ 27,311,529	\$ 30,002,894

REVENUE AND SUPPORT

EXPENDITURES

EXCESS OF REVENUE AND SUPPORT
OVER EXPENDITURES BEFORE

OTHER INCOME AND EXPENSES

TOTAL OTHER INCOME AND EXPENSES -
NOT INCLUDING UNREALIZED
GAIN/LOSS

INCREASE (DECREASE) IN NET ASSETS	\$	(68,902)	\$	(112,946)	\$	-	\$	(181,848)	\$	588,051
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³ Unrealized Gains/Losses reflect stocks which have decreased in value, but have yet to be sold.

COLLEGE OF THE DESERT FOUNDATION
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR EIGHT MONTHS ENDED FEBRUARY 29, 2016
WITH COMPARATIVE TOTALS FOR FEBRUARY 28, 2015

	Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund	Totals (Memorandum Only)	
				2015-16	2014-15
REVENUE AND SUPPORT					
1 Interest	\$ 107,421	\$ 376,515	\$ -	\$ 483,936	\$ 618,320
2 Donations	93,202	98,954	-	192,156	90,546
3 Annual Fund	-	-	-	-	11,999
4 Academic Angels Donations	21,750	-	-	21,750	18,500
5 Capital Campaign	-	-	-	-	(100)
6 Marketing Reimbursement	-	-	-	-	100,000
7 Management Services	205,553	-	-	205,553	168,916
8 Estate Gifts	30,103	2,500	-	32,603	35,000
9 Grants	-	25,000	-	25,000	93,436
10 Other Income	4	-	-	4	30
11 President's Circle	129,106	-	-	129,106	54,401
12 Membership	-	-	-	-	-
13 Scholarship Donations	-	350,019	-	350,019	198,953
14 Special Events (net)	246,800	122,163	-	368,963	193,564
TOTAL REVENUE AND SUPPORT	833,939	975,151	-	1,809,090	1,583,565
EXPENDITURES					
15 Contributions to college	22,605	299,186	-	321,791	545,645
16 Interfund transfers	(8,705)	100,840	(92,135)	-	-
17 Operating expenses	940,832	8,732	-	949,564	760,136
Grants	-	1,000	-	1,000	-
Student Awards	-	600	-	600	-
18 Refunds / Reimbursement of Expenses	(100,000)	-	-	(100,000)	9,361
19 Scholarships	-	401,408	-	401,408	291,583
TOTAL EXPENDITURES	854,732	811,766	(92,135)	1,574,363	1,606,725
EXCESS OF REVENUE AND SUPPORT OVER EXPENDITURES BEFORE					
20 OTHER INCOME AND EXPENSES	(20,793)	163,385	92,135	234,727	(23,160)
OTHER INCOME AND EXPENSES					
21 Realized Gain/(Loss)	(24,026)	(83,797)	-	(107,823)	697,627
22 Management Services	-	(205,553)	-	(205,553)	(168,916)
23 Other Investment Expenses	(28,892)	(100,894)	-	(129,786)	(125,328)
TOTAL OTHER INCOME AND EXPENSES - NOT INCLUDING UNREALIZED GAIN/LOSS	(52,918)	(390,244)	-	(443,162)	403,383
24 Unrealized Gain/(Loss)	(196,888)	(1,493,872)	-	(1,690,760)	(429,064)
INCREASE (DECREASE) IN NET ASSETS	\$ (270,599)	\$ (1,720,731)	\$ 92,135	\$ (1,899,195)	\$ (48,841)

**COLLEGE OF THE DESERT FOUNDATION
SUMMARY REPORT
FOR CURRENT MONTH ENDED 02/29/2016
WITH COMPARATIVE TOTALS FOR YTD 02/28/2015**

		One Month Actual	YTD Actual	Total Annual Revised Budget	Variance %	Budget Remaining	2/28/2015
	Operating Revenues						
1	Academic Angel Special Events (net)	\$ 24,585	\$ 94,393	\$ 100,000	94.4%	\$ 5,607	\$ 81,005
2	Academic Angel - Membership	-	21,750	25,000	87.0%	3,250	18,500
3	Annual fund/Direct Mail	-	-	-	0.0%	-	11,999
4	Grants - Direct Revenue	-	-	100,000	0.0%	100,000	-
5	Donations/Individual Gifts/Planned gifts/Estate Gifts	7,375	123,305	150,000	82.2%	26,695	96,052
6	Interest	8,444	107,421	151,000	71.1%	43,579	141,672
7	Management Services	-	205,553	300,000	68.5%	94,447	168,916
8	Marketing Reimbursement	-	-	-	0.0%	-	100,000
9	McCallum Events (net)						
10	Stepping Out for COD	(23,779)	185,170	200,000	92.6%	14,830	112,559
11	Barry Manilow	73,606	(32,764)	-	0.0%	(32,764)	-
12	Other	-	4	20,000	0.0%	19,996	-
13	Other Income	-	-	-	0.0%	-	30
14	President's Circle	5,270	129,106	120,000	107.6%	(9,106)	54,034
	Total Revenue	95,501	833,939	1,166,000	71.5%	266,534	784,767
	Operating Expenditures						
	Fundraising:						
15	Academic Angels- Membership	-	-	5,000	0.0%	5,000	450
16	Presidents Circle	-	-	10,000	0.0%	10,000	11,271
17	Campus Tours	744	1,152	8,000	14.4%	6,848	2,043
18	Community Outreach	600	1,350	10,000	13.5%	8,650	-
19	Donor Development	502	7,113	30,000	23.7%	22,887	15,146
20	Donor / Scholarship Reception	-	-	6,000	0.0%	6,000	549
21	Planned Giving	-	-	5,000	0.0%	5,000	-
22	Presidents Fund	220	28,998	30,000	96.7%	1,002	38,907
23	State of the College Event	46,711	114,319	25,000	457.3%	(89,319)	-
24	Reimbursement for State of the College	-	-	(100,000)	0.0%	(100,000)	-
	Wages & Benefits:						
25	Foundation Staff	46,531	410,172	605,000	67.8%	194,828	437,615
26	Accounting Specialist	3,343	10,609	24,000	44.2%	13,391	30,850
	Independent Contractors:						
27	Legal Services - Roemer & Harnik	-	160	10,000	1.6%	9,840	6,038
28	Accounting Services - MMGC CPA	(875)	21,530	21,200	101.6%	(330)	48,100
29	FR 50 Database Maintenance - Gigi Muth	-	30,220	60,000	50.4%	29,780	-
30	Abila FR 50 Implementation - Gigi Muth	-	4,000	4,000	100.0%	-	-
31	FR 50 Software	-	-	-	0.0%	-	-
32	Audit Services - Brabo Carslen	330	17,080	20,000	85.4%	2,920	16,750
33	Marketing/Messaging - Consultant Fees - FND. K.Hazen	-	42,000	66,000	63.6%	24,000	28,000
34	Website / Social Media - Foundation - Casey Strachan	-	24,000	48,000	50.0%	24,000	2,269
	Facilities & Maintenance:						
35	Depreciation	-	-	-	0.0%	-	-
36	Copier Lease	317	2,220	5,000	44.4%	2,780	2,403
37	In-Kind Expense	-	-	-	0.0%	-	-
38	Liability Insurance	-	7,391	8,000	92.4%	609	7,051
39	Repairs/Maintenance	-	-	2,500	0.0%	2,500	128
40	Service Contracts	190	4,114	8,000	51.4%	3,886	4,550
	Administrative:						
40	Bank / Credit Card Processing Fees	1,525	6,025	8,000	75.3%	1,975	4,088
42	Board / Staff Training	-	2,366	5,000	47.3%	2,634	1,556
43	Membership Dues	-	1,509	2,000	75.5%	491	1,425
44	Subscriptions / Publications	-	35	2,000	1.8%	1,965	-
45	Office Supplies / Equipment	685	7,700	15,000	51.3%	7,300	3,397
46	Other	-	-	-	0.0%	-	5,897
47	Postage	626	4,614	10,000	46.1%	5,386	1,518
48	Telephone	101	797	1,500	53.1%	703	780
49	Staff Mileage Reimbursement	-	55	2,000	2.8%	1,945	619
	Marketing Expenses:						
50	Marketing / Messaging	19,416	118,277	178,000	66.4%	59,723	55,463
51	Marketing / Messaging - College	-	36,000	50,000	72.0%	14,000	-
52	Annual Report	-	21,443	-	0.0%	(21,443)	-
53	Annual Fund	-	-	5,000	0.0%	5,000	-
54	Recognition / Sponsorship / Tribute Ads	1,000	1,527	10,000	15.3%	8,473	-
55	Printing / Design / Graphics	600	4,415	25,000	17.7%	20,585	22,412
56	Reimbursement for Marketing Expenses	-	(100,000)	(100,000)	100.0%	-	-
		122,565	831,190	1,124,200	73.9%	293,010	749,275
57	Contributions to College	10,105	22,605	-	-	-	33,187
58	Realized Gain/Loss	(1,205)	(24,026)	-	-	-	160,146
59	Unrealized Gain/Loss	(22,012)	(196,888)	-	-	-	(89,529)
60	Investment Fees	(3,197)	-	-	-	-	(27,997)
61	Refunds	-	(100,000)	-	-	-	-
62	Interfund transfer	-	(8,705)	-	-	-	(60,000)
63	Total Expenditures	159,084	1,183,414				799,842
64	Excess or (Deficit)	\$ (63,584)	\$ (349,475)				\$ (15,075)
65	General Fund Carryover		805,228				
	Total excess at 02/29/2016		455,753				
66	Ackerman Fund		49,294				
67	Board Reserve		500,000				

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College of the Desert Foundation
Special Events
As of 02/29/2016

	Revenues	Expenditures	Total
Balances:			
Spring Luncheon			
Donations	650.00	0.00	650.00
Special Event Income	<u>90.00</u>	<u>0.00</u>	<u>90.00</u>
Total Spring Luncheon	740.00	0.00	740.00
Citizen of Distinction			
Special Event Income	241,938.00	0.00	241,938.00
Special Event Expenses	0.00	(17,530.54)	(17,530.54)
Scholarship Donations	3,250.00	0.00	3,250.00
Auxiliary Expenses	0.00	(20.79)	(20.79)
Postage	0.00	(362.57)	(362.57)
Marketing	0.00	(2,212.50)	(2,212.50)
Independent Contractors	0.00	(153.93)	(153.93)
Printing/Design/Graphics	<u>0.00</u>	<u>(4,755.98)</u>	<u>(4,755.98)</u>
Recognition	<u>0.00</u>	<u>(435.69)</u>	<u>(435.69)</u>
Total Citizen of Distinction	245,188.00	(25,472.00)	219,716.00
Barry Manilow	90,756.00	123,519.59	(32,763.59)
Total Barry Manilow	90,756.00	(123,519.59)	(32,763.59)
Stepping Out for COD			
Special Event Income	223,780.00	0.00	223,780.00
Special Event Expenses	0.00	(2,077.85)	(2,077.85)
Refunds	0.00	0.00	0.00
Website Fees	0.00	0.00	0.00
Postage	0.00	(4,908.05)	(4,908.05)
Printing/Design/Graphics	0.00	(4,989.39)	(4,989.39)
Independent Contractors	0.00	0.00	0.00
Marketing	<u>0.00</u>	<u>(26,634.24)</u>	<u>(26,634.24)</u>
Total Stepping Out for COD	223,780.00	(38,609.53)	185,170.47
Total Balances:	<u>560,464.00</u>	<u>(187,601.12)</u>	<u>372,862.88</u>



**Nominating Committee Meeting
March 14, 2016
3:00pm
Foundation Board Room**

MINUTES

Members Present

Vern Kozlen, Bob Manion, Sally Simonds, Joan Busick, Kate Spates, Jane Saltonstall, Diane Gershowitz, Mark Nickerson,

Members absent

Peggy Cravens, Brian Holcombe

Staff

Jim Hummer, Peter Sturgeon, Kippy Laflame

Call to Order

Vern Kozlen called the meeting to order at 3:05 p.m. and reminded all present of the confidential nature of the meeting.

Review of Current Board members

Peter Sturgeon mentioned that the basic requirement for members should: capacity, commitment and connections. Not everyone has capacity but most people have connections. Connections which could be of great help to the Foundation staff in reaching goals.

Several items were discussed:

- The need for board members to help support the Foundation staff
- It was felt that the meetings have to be more informative and interesting.
- We need to know where the money goes that the Foundation raises to be more effective fundraisers
- Changing the environment of the meeting space
- Shorten the meetings
- Chairs should be giving reports rather than staff
- Staff and guests should not be sitting at the board table
- We need the profile of our board so we can see where the "needs" are
- Membership is a year term
- All current members will be contacted to see if they want to continue their membership
- Reviewing what committees are needed to promote our mission

Obligations of membership were discussed a great deal; financial, attendance, committee membership. The Board must uphold their obligations; we need to change the way we interview nominees to make sure that they are told what is required.

A call list was compiled for the committee members to call.

Jane Saltonstall brought up the fact that there are new CA state laws governing Ex officio members and their voting ability in non-profit organizations. Vern asked Kippy to look into this and report to the committee.

New Board Candidates

Peter reviewed the bios of the following individuals presented for Board membership: Diane Denkler, Gary Galton, Jim Green, and Bobby Goodfriend.

Diane Denkler came in and was interviewed by the group. Diane asked about the commitment, term and committees available to join. Her interest is in President Circle as a Life time member of PC herself.

The group discussed past board member Gary Galton's nomination into the 16-17 board. After discussion it was felt that the 3 new nominees were sufficient for the time being. Mr. Galton will be called to inform him that his nomination to the board is not a fit at this time.

2016-2017 Slate of Officers

Will be deferred to after the committee has talked to all board members.

Actions and Discussions

Meeting has to be scheduled for Mr. Goodfriend and Green to meet with committee.

Adjournment

Vern Kozlen called for adjournment of the meeting at 4:05 p.m.

Minutes taken by Kippy Laflame, Executive Assistant



Nominating Committee Meeting
March 24, 2016
3:00pm
Foundation Board Room

M I N U T E S

Members Present

Vern Kozlen, Brian Holcombe, Sally Simonds, Kate Spates, Mark Nickerson,

Members Absent

Joan Busick, Peggy Cravens, Jane Saltonstall, Diane Gershowitz

Staff

Jim Hummer, Peter Sturgeon, Kippy Laflame

Call to Order

Vern Kozlen called the meeting to order at 3:05 p.m. and reminded all present of the confidential nature of the meeting.

Review of Current Board members

All committee members reviewed their conversations with the members that were assigned to them. Every board member was reached and interviewed except for Dan Martinez, Peggy Sue Lane and John Benoit.

Proposed 2016-2017 Slate Board of Director

Robert Archer

John J. Benoit

Joan Busick

Norma Castaneda

William S. Chunowitz

Peggy Cravens

Donna Jean Darby

Carol Bell Dean

Marge Dodge

Diane Gershowitz

Jan Harnik

Brian Holcombe

Suz Hunt

Vern Kozlen

Peggy Sue Lane

Donna MacMillan

Robert C. Manion

Dan Martinez

Penny Mason

Charles Monell, M.D.

Mark Nickerson

Jane Saltonstall, Ed.D.

Arlene Schnitzer

Dominique Shwe

Sally Simonds

Kate Spates

Larry Spicer



Proposed 2016-2017 Slate of Officers

- President: Mark Nickerson
- Vice President: Bob Archer
- Treasurer: Vern Kozlen
- Secretary: Suz Hunt

Jane Saltonstall brought up the fact that there are new CA state laws governing Ex officio members and their voting ability in non-profit organizations. At the time of this meeting, Brian Harnik has not answered the question.

New Board Candidates

Diane Denkler, Jim Green, and Bobby Goodfriend.

Adjournment

Vern Kozlen called for adjournment of the meeting at 4:05 p.m.

Minutes taken by Kippy Laflame, Executive Assistant

What are we Raising Money for?

YOU CAN Campaign – Goal \$2.4 million

Initiative I: Addressing Financial Barriers to Success

1. Scholarships
2. Textbooks – voucher program
3. Childcare – Playground renovation/scholarships for families
4. Technology – Computers, printers, white boards, latest technology
5. Transportation – Bus passes

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Initiative II: Enhancing Academic Skills and Performances

1. Edge Program – Preparing students for College/workshops
2. Tutors and Mentors – Expand services to students
3. High school outreach – Counseling, support/scholarships

Initiative III: Jobs and Work Experience

1. One stop career and job center – internships, PT and FT jobs



Past 3 year Strategic Plan Funding Goals

	2013-2014	2014-2015	2015-2016 as of 02/29/16	3 Year total
Projected Strategic Plan 03/28/16	\$3,000,000	\$3,875,000	\$4,970,000	\$11,845,000
Actual	\$8,110,421	\$2,931,532	\$1,809,090	\$12,851,043



Where does the Money go?

	2013-2014	2014-2015	2015-2016 as of 02/29/16	3 Year total
Scholarships	\$453,211	\$519,458	\$401,408	\$1,374,077
Programs	\$598,402	\$1,174,050	\$321,791	\$2,094,243

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**Need to establish
Next 3 year targets**

Component	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
President's Circle Membership			
Academic Angels Membership			
Major Events ☐			
Minor Events			
Legacy/Planned Gifts Bequests			
Individual Donor Donations less than \$25K			
Major Donor Donations - \$25,000 or greater			
Foundations: Public and Private			
Grants			
Government Funding			
Campaigns			
Annual Giving			
Scholarships			
Interest			
Management Fees			
Projected Revenue per Year:			