



COLLEGE
of the DESERT
FOUNDATION

Foundation Board of Directors Meeting April 28, 2021 – 3PM

Please join the teleconference here:

<https://ccconfer.zoom.us/j/93183969764?pwd=Vk9OdHp2NG95VCtteDFZQ3c0cXBaZz09>

Password: 644249

OR Dial: +1 669 900 6833 (US Toll) –

Meeting ID: 931 8396 9764

Teleconference Etiquette Reminders:

- To reduce the background noise, please **keep your microphone muted** during the meeting, unless you need to speak. Please keep your cell phone on silent mode and **find a quiet space to meet..**
- Please introduce yourself before speaking
- **Have a simple background** behind you or use a Virtual Background environment.
- **Adjust your camera** if it is too low or too high. Your camera should be at **eye level**
- Please **turn off your camera** while consuming food or beverage

Comments from the public:

In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until April 27, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment



COLLEGE
of the DESERT
FOUNDATION

Agenda



College of the Desert Foundation

Board of Directors Meeting

Agenda for Wednesday, April 28, 2021

3PM

Zoom Video:

<https://cccconfer.zoom.us/j/93183969764?pwd=Vk9OdHp2NG95VCtteDZQ3c0cXBaZz09>

Passcode: 644249

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COLLEGE OF THE DESERT FOUNDATION MISSION: College of the Desert Foundation acts as advocates for the College and to secure financial support enhancing educational opportunities for all students.

COLLEGE OF THE DESERT MISSION: College of the Desert provides excellent educational programs in basic skills, career and technical education, certificate, transfer preparation, associate degrees, noncredit and distance education, which are continuously evaluated and improved. Our programs and services contribute to the success, learning and achievement of our diverse students and the vitality of the Desert Community College District, surrounding areas and beyond.

The Foundation minutes of the meeting are the official record of the actions of the Board. The Foundation meetings are governed by the Ralph M. Brown Act (California Code 54950 through 54962). The Foundation operates in accordance with the Non- Profit Benefit Corporations Law.

Committee Members (20)

Bill Chunowitz (Chair), Christine Anderson, Norma Castaneda, Peggy Cravens, Carol Bell Dean, Marge Dodge, Barbara Fromm, Jim Greene, Paul Hinkes, Jim Johnson, Rob Kincaid, Donna MacMillan, Thomas Minder, Joanne Mintz, Barbara Foster Monachino, John Monahan, Marlene O'Sullivan, Diane Rubin, Jane Saltonstall and Jim Williams

Non-Voting Committee Members (5)

Catherine Abbott, Jeff Baker, Kim Dozier, John Ramont and Bonnie Stefan

Quorum: 50%

Subject to Brown Act: Yes

1. Call to Order/Roll Call

1.0 Call to Order

2. Agenda

2.0 Foundation Board of Directors Of Directors Meeting of April 28, 2021
Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Board may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.1 **Confirmation of Agenda:** Approval of agenda of the Foundation Board Of Directors Regular Meeting of April 28, 2021 with any additions, corrections or deletions

3. Minutes

3.0 Approval of March 24, 2021 Foundation Regular Board Meeting Minutes

4. Comments from the Public

4.0 Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until April 27, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

5. Mission Moment

5.1 Learning to Lead Program Presentation from Shawn Abramowitz from Leadership Coachella Valley

6. Reports

6.1 Foundation Board President – Bill Chunowitz

6.1.1 Article on Ways To Fundraise Without Asking

6.2 College Interim Superintendent/President– Jeff Baker

6.3 College Board of Trustees – Bonnie Stefan

6.4 Executive Director – Catherine Abbott

6.4.1 Campaign Update

6.4.1.1 Student Emergency Fund Update

6.4.1.2 Workforce and Student Development

- 6.4.1.3 Fund for Student Success
- 6.4.1.4 EDGE/pLEDGE
- 6.4.1.5 Fund for the Future
- 6.4.2 Dr. Kinnamon's Farewell Event

7. Consent Agenda

- 7.0 **Consent Agenda:** Blanket Motion: All Consent items will be voted on in one motion. Any Board Member may request that any item(s) be moved to the Action Agenda.
- 7.1 Approve the Financial Statements for period ended February 28, 2021
- 7.2 Approve the 990 Tax Returns
- 7.3 Approve the following 6 Board candidates as recommended by the Nominating Committee and presented in the Board packets: Carol Fragen, Peggy Jacobs, Dale Landon, Rob Moon, Leslie Usow and Jake Wuest

8. Action Agenda (Items pulled from the Consent Agenda for Separate discussion and Consideration)

9. Discussions & Action Items

- 9.1 Approve the Board meeting dates for the next fiscal year as presented in the Board Packet
- 9.2 Approval to apply for PPP – 2nd Round

10. Other Discussions and Future Agenda Items

11. Adjournment

Next meeting: Annual Meeting - Wednesday, May 26, 2021 – 3PM



COLLEGE
of the DESERT
FOUNDATION

Minutes for Approval

Regular Meeting of the Foundation Board

Minutes for Wednesday, March 24, 2021

3:00PM

Zoom Video:

<https://cccconfer.zoom.us/j/93183969764?pwd=Vk9OdHp2NG95VCtteDFZQ3c0cXBaZz09>

Meeting Participants

Voting Board Members Present (17 members)

Bill Chunowitz (Chair), Christine Anderson, Norma Castaneda, Carol Bell Dean, Marge Dodge, Barbara Fromm, Jim Greene, Paul Hinkes, Jim Johnson, Thomas Minder, Joanne Mintz, Barbara Foster Monachino, John Monahan, Marlene O'Sullivan, Diane Rubin, Jane Saltonstall and Jim Williams

Non-Voting Board Members Present

Catherine Abbott, Kim Dozier, Joel Kinnamon and John Ramont

Board Members Not Present

Peggy Cravens, Rob Kincaid, Donna MacMillan and Bonnie Stefan

Guest(s) & Staff

Liz Chambers, Matthew Durkan and Pam Hunter

Recorder

Eve-Marie Dehondt

Meeting Minutes

1. Call to Order/Roll Call

1.1 Call to Order

The meeting was called to order at 3:00PM.

Norma Castaneda and Kim Dozier left the meeting at 4:00PM.

Barbara Fromm left the meeting at 4:13PM. Paul Hinkes left the meeting at 4:44PM.

2. Approval of Agenda

2.1 Approval of Agenda: Foundation Board of Directors Meeting of March 24, 2021: Pursuant to Government Code Section 54954.2(b)(2), the Board may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.2 Confirmation of Agenda: Approval of Agenda for the Board of Directors Meeting of March 24, 2021 with any addition, correction or deletions.

Jim Johnson asked to add the following item to the agenda: Consideration of funding the Desert Sun internships for the Fall of 2021.

2.2 Conclusion

The agenda was approved as updated. Motion carried.

2.2 Follow-up Items	2.2 Task of	2.2 Due by
None	None	None

3. Approval of Minutes

3.1 Approval of February 24, 2021 Foundation Regular Board of Directors Meeting Minutes

There were no changes required to the minutes.

3.1 Conclusion

Diane Rubin moved to approve the minutes as presented, Christine Anderson seconded. Motion Carried.

3.1 Follow-up Items	3.1 Task of	3.1 Due by
None	None	None

4. Comments from the Public

4.1 Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until March 23, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public.

5. Reports

5.1 Foundation Board President Report – Bill Chunowitz

5.1.1 Acknowledgment for Dr. Kinnamon's retirement

Bill Chunowitz thanked the Committee Chairs for sending their written committee reports ahead of time and invited the Board to send any questions they may have, directly to the Committee chairs. These reports were included in the Board meeting packets, and will continue to be added to future board packets.

Bill Chunowitz thanked Carol Bell Dean for agreeing to become Co-chair of the Legacy Committee, along with Peggy Cravens.

Bill Chunowitz read the acknowledgement that he prepared for Dr. Joel Kinnamon's retirement on behalf of the Foundation Board and which he had the opportunity to present at the March Board of Trustees meeting. The Foundation Board then presented a painting, which was being offered to Dr. Kinnamon for his retirement and Board members shared personal remarks with him.

5.1 Follow-up Items

5.1 Task of

5.1 Due by

None	None	None
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5.2 College Superintendent/President – Dr. Joel Kinnamon

Dr. Kinnamon thanked the Board for the gift, for their remarks and acknowledgements, and he also shared personal remarks with the Foundation Board.

5.2 Follow-up Items

5.2 Task of

5.2 Due by

None	None	None
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5.3 College Board of Trustees – Dr. Bonnie Stefan

No report was provided, as Dr. Bonnie Stefan was not present.

5.3 Follow-up Items

5.3 Task of

5.3 Due by

None	None	None
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5.4 Executive Director – Catherine Abbott

Cathy Abbott thanked Joel Kinnamon for the opportunity to lead the Foundation

and shared personal remarks with him.

5.4.1 Scholarship Virtual Events Cancelled Update

Cathy Abbott informed the Board that the Virtual Scholarship Events were cancelled due to a lack of availability from the donors. The Foundation was informed by most donors that they would prefer participating in person to meet their students. Donors were sent an email including the videos highlighting students' challenges, which was played during State of the College. Donors have been notified that the Scholarship Day will be rescheduled to a later time for them to get the opportunity to meet the scholarship recipients face-to-face.

5.4.2 Student Emergency Fund Update

Cathy Abbott reported that the Foundation awarded \$302,000 Student Emergency Funds to over 372 students who have benefited from it. The current fund balance is at \$64,000. Donations towards this fund are picking-up thanks to the Stepping Up for College of the Desert marketing materials which were recently distributed.

5.4.3 Recommendation to Board to identify donors they have brought into the Foundation

Cathy Abbott asked the Board to contact her if they have brought donors into the Foundation, for this information to be updated into the database. This information is useful for solicitors to get credit on donations received from these donors.

5.4 Follow-up Items	5.4 Task of	5.4 Due by
None	None	None

6. Consent Agenda Items

6.1 Consent Agenda: Blanket Motion: All Consent items were voted on in one motion. Any Board Member may request that any item(s) be moved to the Action Agenda.

6.2 Approve the Financial Statements for Period Ended January 31, 2021

(Item 6.3 - Was removed from the Consent Agenda)

6. Conclusion

Tom Minder moved to approve the consent agenda items 6.3, Jim Greene seconded. Motion carried.

6.1 Follow-up Items	6.1 Task of	6.1 Due by
None	None	None

7. Action Agenda (Items pulled from the Consent Agenda for Separate discussion and consideration)

Agenda Item **6.3 “Approve the following 7 Board candidates as recommended by the Nominating Committee and presented in the Board packets: Carol Fragen, Peggy Jacobs, Al Jones, Dale Landon, Rob Moon, Leslie Usow and Jake Wuest”** was tabled and moved to an Executive Committee meeting for later discussion.

7. Follow-up Items	7. Task of	7. Due By
This action agenda item was tabled for discussion at an Executive Committee meeting	Jane Saltonstall	April 2021

8. Discussions & Action Items

8.1 Discuss and Approve the By-Laws amendment for the date of the Foundation Annual Meeting to take place either in April or in May

The Executive Committee proposed to amend the By-Laws to offer the flexibility to host the Annual Meeting in either April or in May. The Slate of Officers is to be presented to the Board two months prior to the Annual meeting. As the Slate of Officers is only presented in March this year, the Annual Meeting should be moved to May. As well, hosting the meeting in May would provide additional time to identify the Officers prior the Annual Meeting.

8.1 Conclusion

Barbara Fromm moved to amend the By-Laws for the Annual Board Meeting to take place be in either April or in May, Christine Anderson seconded. Motion carried.

8.1 Follow-up Items	8.1 Task of	8.1 Due by
The By-Laws will need to be updated as requested and the amendment will be presented to the Board of Trustees.	Tom Minder/Cathy Abbott	April 2021

8.2 Discuss the date for the Board meeting in May 2021

The Board discussed options for the Annual Board meeting in May 2021 and agreed to host it on May 26, 2021 to allow for the full financials to be ready for the meeting.

8.2 Follow-up Items	8.2 Task of	8.2 Due by
The Annual Board meeting is scheduled on Wednesday, May 26 at 3PM.	None	None

8.3 Review the proposed Slate of Officers for 2021-2022 as presented in the Board Packets

Jane Saltonstall informed the Board that the Slate of Officers that was presented in the Board packets was for information only. The approval will come to the Board during the May 26, 2021 Annual Meeting.

8.3 Follow-up Items	8.3 Task of	8.3 Due by
None	None	None

8.4 Discuss the Stepping Up For College of the Desert Campaign Re-Alignment

Catherine Abbott explained that the need to realign the Stepping Up for College of the Desert Foundation campaign budget in some of the categories of the campaign was because initially, some of the targets had already been met. The Stepping Up for College of the Desert Committee met and agreed to realign the budget of the campaign by increasing the campaign goal by \$300,000, for it to reach a total of \$2,300,000, which matches the overall Foundation budget, which was already approved by the Board. She informed the Committee that to this date, 50.2% of the goals has been met and that since the brochure of the campaign was distributed to donors, the Foundation has started receiving additional donations towards the campaign.

Jim Johnson asked to get clarification on where the fundraising money is distributed. He asked for further detailed information on how many scholarships were awarded and what type of students received them, as well as further details on the percentage of money dedicated to scholarships versus student development

under each pillar. Finally, he questioned what strategy was used to identify the amounts to be raised for each pillar.

Cathy Abbott indicated that all the detailed information and financials are included in the Board packet for the Board to review and approve. As well, she has provided him with very clear information on where funds were allocated and information on scholarship information awarded, and ensured him that the money raised was put under the locations determined by each donor. Cathy Abbott invited the Board to provide input on their recommendation for next year's budget on what priorities they would like to set. Tom Minder confirmed that the Board is transparent with its expenditures and assets. Diane Rubin reported that Kirstien Renna periodically reconciles and accounts for all the releases of restricted funds, and that she could easily show what restricted funds are during a period and which pillar they are related to.

8.4 Conclusion

Tom Minder invited Board members to attend the Finance and Investment Committee meetings, during which, detailed information is provided in regards to the Foundation's finances.

8.4 Follow-up Items	8.4 Task of	8.4 Due by
None	None	None

8.5 Discuss a "Board Buddy" system for the new Board members

Jane Saltonstall noted the importance for new elected Board members to be supported by current Board members in regards to their orientation. She asked for Board volunteers to participate in the buddy system program recommended by the Nominating Committee, which will help ease new Board's members' integration to the Board.

8.5 Follow-up Items	8.5 Task of	8.5 Due by
None	None	None

8.6 Desert Sun Internship for Fall of 2021

Jim Johnson added this discussion regarding the Desert Sun Internships for the Fall of 2021 to see if the internship program should be continued.

The Board discussed the challenges with recruiting students during the pandemic as the College is closed, and discussed the lack of funding for these internships for

the next fiscal year. The Board also pointed out that the Desert Sun recently moved out of the Valley and is a declining newspaper with a reduced number of subscribers, which brought them to consider funding other types of internships, for instance, within the automotive industry.

Dr. Joel Kinnamon suggested the Board could look at the existing opportunities and gaps within the College's career technical education programs and their requirements, particularly on the new Palm Springs Campus, which will be focused on building ties within business and industries.

8.6 Conclusion

The College could provide some detailed information for a more robust and strategic discussion.

The Board agreed to take a step back with the Desert Sun internships funding at this time and to consult with the College on their future student's development needs. They will look at internships options that fit the Foundation's mission statement to support the College, and at what funding will be necessary for the following fiscal year.

8.6 Follow-up Items

8.6 Task of

8.6 Due by

The Foundation will work with the College to obtain information on the current curriculum for the career technical educations programs.	Cathy Abbott	
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9. Other Discussions & Future Agenda Items

Jim Williams commented on the importance for the College to continue looking into becoming national and then international.

The Board questioned Dr. Joel Kinnamon on whether the Foundation could host an in-person President's Circle event outside of the College's campus at the end of April. Dr. Kinnamon indicated that the Foundation staff were not currently allowed to participate in any in-person events on behalf of the College until the campus is reopened. The Foundation staff could eventually help organizing an event remotely, however, Dr. Kinnamon noted a liability issues with having external people attending in-person events and they should be informed of such risk exposure.

Bill Chunowitz indicated that there should be some policies and rules around setting up any in-person events at this time.

9. Follow-up Items	9. Task of	9. Due by
None	None	None

10. Adjournment

The Foundation President adjourned the meeting at 4:45PM.

Next Meeting: Wednesday, April 28, 2021 – 3:00PM – Zoom



COLLEGE
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Committee Chairs Report



Committee Chairs Reports April 28, 2021

Audit Committee Report – No report available as the Committee did not meet

Academic Angels Committee Report - Submitted by Marge Dodge

Some stats:

- 43 current Academic Angels – and growing
- \$10,750 in dues

Estimate is mid-June to be notified of the request for \$25,000 grant from Bank of America to fund the Learning to Lead program. Shawn Abramowitz from Leadership Coachella Valley will discuss partnership with COD Foundation and the program at the April board meeting.

The committee will send a quarterly electronic newsletter to Academic Angels (current, lapsed and prospective), Foundation board members and President's Circle members beginning June 1, 2021. It will include our mission statement, message from committee chair, student success story, fascinating facts about the College, update on Learning to Lead program, review of past events, upcoming events, etc. all intended to inform, connect and encourage membership.

Committee will plan an in-person event in the Fall.

Next meeting May 18.

Development Committee Report - Submitted by Joanne Mintz

The Development Committee met on April 15 via Zoom. We have had near perfect attendance at all our Meetings, and this was no exception.

Carol Bell Dean has joined the Legacy Leaders Committee under the superb leadership of Liz Chambers. E mail blasts and Newsletters are being sent out and extremely well received. Work continues with potential donors and attorneys.

Our Annual Report committee has completed their work to be part of the College's Annual Report and it is in Jeff Baker's Office. The Foundation will receive 250 hard copies. Chair Jim Greene said next year the hope is, The Foundation will publish its own Annual Report.

The President's Circle Committee has been extremely successful. To date, Membership is up 193% over last year. Carol Bell Dean, Marlene O'Sullivan and

Barbara Foster Monachino are already planning a February Event at CV Rep, Roadrunners Cabaret. There is a tremendous amount of coordination to be done to involve COD Students in the entertainment as well as tech support.

The Stepping Up Campaign has had many road blocks, but progress is being made. See the separate Stepping Up Report.

Our next Meeting will be May 20 at 2:00PM via Zoom.

Finance & Investment Committee Report - Submitted by Tom Minder

The Finance Committee met on April 19, 2021. The Financial Statement for February 21 was reviewed and will be provided for Board approval. The draft budget for the next fiscal year was reviewed. The 990 return for period ended 2020 was reviewed and will be provided for Board approval.

Examples of Student Emergency Fund Applications were shown to the committee so that the committee would be aware of the type of applications received, and the reasons for the requests. The approval process was also discussed.

Kirstien discussed applying for additional PPP funds. The forgiveness application of the prior funds was also discussed.

The invoice from Momentous was approved. Although, previously approved for \$40,000.00, the invoice was in the amount of \$12,820.00.

Rod Olea from First Republic Bank presented the return from the fixed asset portion of the Foundation portfolio. There was discussion regarding the allocation of fixed asset investment vs. equity investment. It was explained that this portion of the Foundation assets is available for short-term needs and needs to be liquid.

Nominating Committee Report - Submitted by Jane Saltonstall

The committee reviewed the proposed slate of officers, which will take effect at the Annual Meeting:

- President – Christine Anderson
- Vice president – Diane Rubin
- Treasurer – Tom Minder
- Secretary – Marge Dodge
- Past president – Bill Chunowitz

Once elected, they will determine Chairs for the various Committees and Executive Board members. Because there is a large slate of new directors that will be voted on by the board on April 28, the Committee determined not pursue more candidates at this time, but is cognizant of the need to define and identify a more diverse group in the next cohort.

The Committee then focused on the orientation session for this new class. Three possible dates for the orientation will be offered to our candidates, once they are elected. Eve will attempt to find a date that works for everyone.

This will include Marge Dodge, who will overview the PowerPoint slides that she and Cathy Abbott. Cathy, and any other staff she feels the new candidates should meet, Kirstien who will give a financial overview as well as Christine and Bill.

We are also hoping that those who volunteered to be a "buddy" can attend. These people include:

- Tom Minder for Rob Moon
- Bill Chunowitz for Leslie Usow
- Barbara Fromm for Carol Fragen
- Barbara Fromm and Diane Rubin for Peggy Jacobs
- Jane Saltonstall for Dale Landon
- Joanne Mintz for Jake Wuest and Leslie Usow

At the April Board meeting, we will see if any other board members want to also be a buddy. Two buddies might be nice!

Eve will send the hard copy binder to the printer and we will mail it to our candidates before the orientation!

We will schedule another Nominating Committee meeting if we determine it is necessary, but for now, with the orientation session needing to be designed and arranged, that is our first priority!

Stepping Up for College of the Desert Committee Report - Submitted by Christine Anderson and Jane Saltonstall

Stepping Up Campaign: Catherine Abbott shared that there are a few large campaign donations pending that will be spread across the pillars. In addition, the Jackie K. Story estate is being finalized and we are expecting about \$100,000 from her generous legacy gift. Once these funds are in we should be at approximately 66% of our goal. The committee agreed to reach out to past sponsors to check in and see if they are able to give this year. Please let Chris Anderson know if you are willing to help.

Additional Fundraising event: A retirement event for Dr. Kinnamon was discussed for mid-May. The retirement event will be virtual and there will be a fundraising component. Pam Hunter shared that Dr. Kinnamon has decided the focus of the fundraising will be endowing the EDGE/pLEDGE program. Monies from the fund raiser/retirement event would go into the EDGE/pLEDGE pillar of the Foundation campaign fund and then into the edge/Pledge Endowment.

Marketing: Catherine Abbott is working with Pam Hunter and CV Strategies to purchase ad-buys for an **on air appearance** with KESQ and to create a **series of commercials**. The goal is to cast a wider net with the community and inform them of the campaign. In addition, the **new website** should be launched this month with clearer connections and announcement of the campaign.



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Article on How to Fundraise Without Asking

Blog

NO ASK Fundraising Strategies for Board Members

0 Comments / in Board Members and Fundraising, Major Gifts /



[<https://www.gailperry.com/wp-content/uploads/2021/04/NO-ASK-Fundraising-Strategies-for-Board-Members.jpg>]

NO ASK fundraising strategies for board members? Is this possible?

Often, we find that board members are nervous about the idea of fundraising. They want to help, but shy away from the idea of “asking.”

Want to
raise
lots of
money
for your
cause?

Join us and
get our
best
fundraising
strategies
& tips!

21,000
subscribers
around the
world

☐ Send me
the weekly
newsletter

☐ Send me
occasional
special offers

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[responsibilities-every-board-member/](#)]. Today we want to dive deeper and discuss how each board member can find a comfortable role where they can personally support fundraising, without having to solicit.

Here are just a few of the productive jobs they can do to raise friends, thank donors and help create a sustainable fundraising program.

1. Spread the word among their networks and social circles.

Your board members need to be roaring advocates for your organization; they need to talk it up wherever they go. Every organization needs their board members to be in action, spreading the word and making friends for the cause.

It's important for all board members to enthusiastically [share news about their favorite cause \[https://www.gailperry.com/give-board-members-something-to-say/\]](https://www.gailperry.com/give-board-members-something-to-say/) with their friends. Most are willing to share posts, videos or images with their social networks. For example, many board members jump in to support Giving Days by reaching out to friends via social or digital channels.

One thing **board members need to remember:** they have immense credibility within their communities.

will not be
shared.

[Privacy Policy](#)

SEARCH



FUNDRAISING BLOG TOPICS



TESTIMONIALS

*"Great investr.
time and mon"*

– Board Member, T
Pine Sch



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gives board members more stature within the community and their circles of friends than they realize.

So the job is clear: ask your board members to introduce your organization to everybody they know. Let's start a groundswell of good news about your cause that will spread through your community.

2. Open doors by hosting Small Socials.

You can expand your community relationships and make new friends through gatherings such as Small Socials. [<https://www.gailperry.com/successful-porch-party-small-social-donor-cultivation/>]. This job is perfect for socially oriented board members who have a large network.

A Small Social can take several formats. For example, it can be a coffee, a tea, a dinner, a porch party, a cookout, or cocktails. The event can be a breakfast meeting or luncheon. It can include 3 people or 100.

Here's our preferred format for a "door-opener" Small Social:

1. Board members, volunteers or donors invite guests, underwrite it and serve as hosts.

ONE OF Gail's Articles?

You are welcome to
if you include the
following author
credit:

Gail Perry inspires nonprofits around the world with cutting-edge fundraising strategies and new tools to make fundraising more successful and more fun. Find smart strategies to help you raise tons of money at [Fired-Up Fundraising.com](https://www.fired-upfundraising.com).



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room, so to speak.

3. There is a short presentation (max 15 minutes) in the midst of the socializing.
4. The board volunteer host welcomes everyone, and the CEO gives a short high-impact message about the work and your results.
5. You follow up with attendees after the event, by asking them about their impressions [<https://www.gailperry.com/what-are-your-impressions/>] and if they'd like to get involved.

Small Socials are one of our favorite no ask fundraising strategies for board members. Opening doors and making connections is a most important role – one that can pay off in future major gifts.

3. Host a tour to showcase your organization's impact.

Board members can host tours [<https://www.gailperry.com/tours-great-donor-cultivation-tools/>] to bring prospective friends closer to your organization. We find that a carefully scripted tour can be a powerful way to demonstrate your organization's good work and to illustrate unmet needs in the community.

The tour lets your work speak for itself.

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your organization's mission— and the good it does— in the community.

A well-planned tour [<https://www.gailperry.com/7-tips-createl-donor-cultivation-tour/>] is hosted by a board volunteer. Just like in Small Socials, the CEO will share a visionary message. Use the same follow-up plan as a Small Social.

By hosting a tour of your organization for donors or friends, board members play a powerful role showcasing your organization's work. Even more, their presence adds credibility and stature to your organization.

4. Thank you calls to donors.

One of the most powerful actions a board member can take is to make thank you phone calls to donors. This should always happen soon after the gift is received by your organization.

When board members call to thank donors, the donors are usually quite impressed. Donors will think:

“This organization appreciates me”

“I am a real person to this organization, not just a checkbook”



tend to stay on board as donors longer.

Some studies have shown that donors who received a thank you call from a board member within 24 hours of making a gift, later made subsequent gifts that were 39% higher

[<https://clairification.com/2016/04/26/6-keys-rock-thank-calls-retain-donors/>] than donors who did not receive a call.

This means that board members can directly improve your organization's bottom line without having to solicit.

Bottom Line: NO ASK Fundraising Strategies for Board Members

Every board member can support your organization's fundraising.

There is a fundraising role for each person on your board – whether they are in an asking role or not. Opening doors, making friends and thanking donors are valuable jobs that can pay off with increased gifts to support your cause.

As always, it is a pleasure to share our weekly news and insights with you.

If your organization is planning a capital campaign or launching a major gifts program – we can help. We're

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coaching@gailperry.com if you'd like to schedule a strategy or consulting call with us.

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COLLEGE
of the **DESERT**
FOUNDATION

Financial Statements for period Ended February 28, 2021



FINANCIAL REPORT

FOR THE PERIOD ENDED FEBRUARY 28, 2021 & YTD

Foundation Mission Statement

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

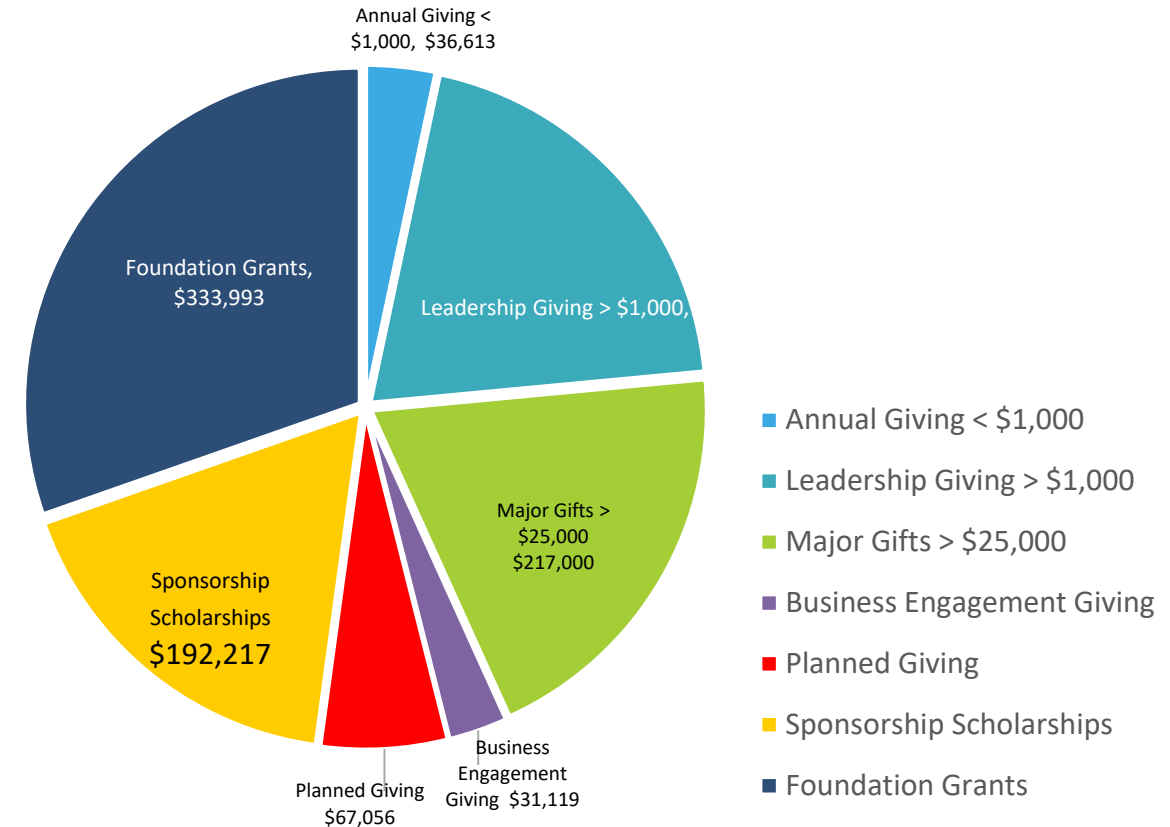
TOTAL FUNDRAISING REVENUE HIGHLIGHTS

February 28, 2021 Fundraising Revenues \$57,096 & YTD \$1,099,987

YTD Revenues Highlights:

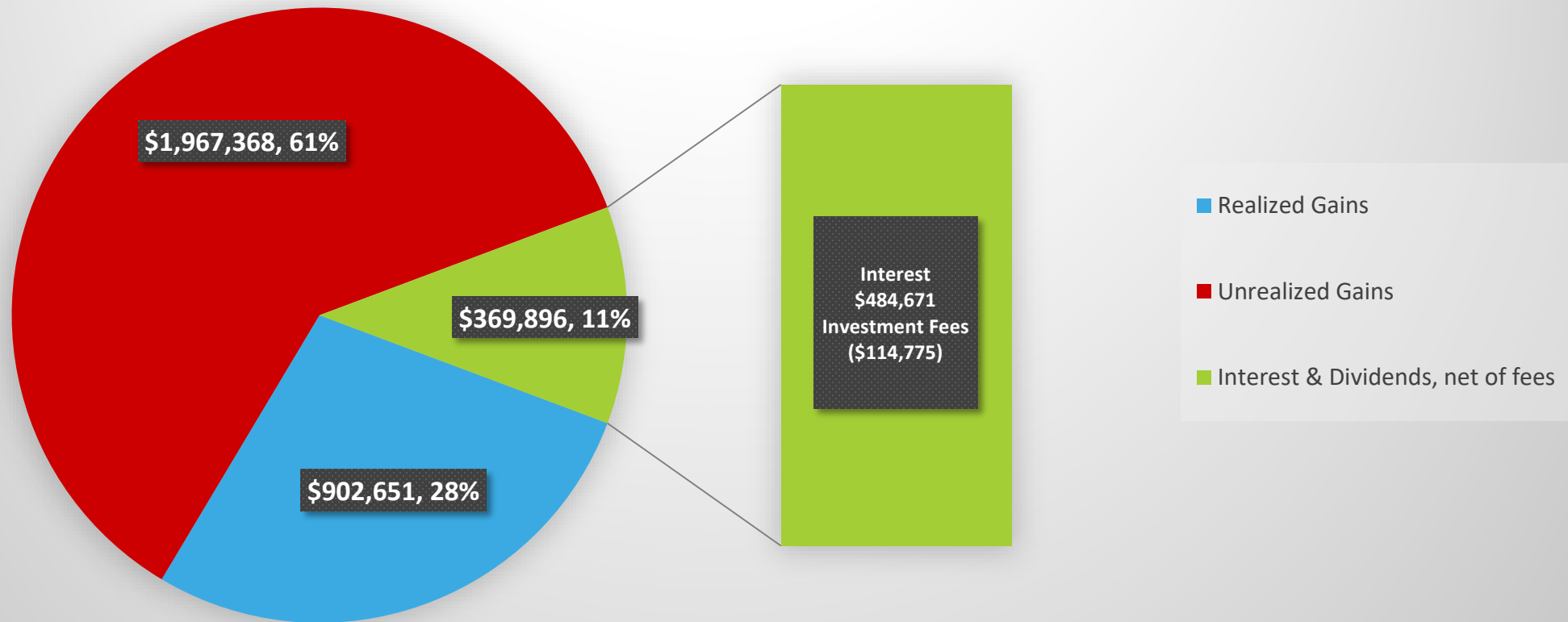
- \$238,669 in Scholarship Donations (Variety of Rest. Funds)
 - Includes:
 - \$30,000 Architecture/Construction MGMT Scholarship
 - \$25,000 Nursing GAP Scholarships Grant
 - \$25,000 Edison STEM Scholarships Grant
 - \$25,000 Nursing Scholarships Gift
 - \$15,000 Nursing Scholarship Gift
 - \$10,000 Foster Youth Support
- \$200,000 grant for pLEDGE Scholarship Support
- \$192,217 in Sponsorship Scholarships
- \$132,236 in Presidents Circle Contributions
 - Includes Major Gift of \$50,000
- \$100,000 New Scholarship Endowment for Solar Studies
- \$42,000 Osher Foundation Scholarships
- \$25,000 Veteran Childcare Assistance Grants
- \$22,080 Student Emergency Fund Donations
- \$20,000 Estate Gift for the Fund for Student Success
- \$20,000 Gift to the Fund for Student Success
- \$19,956 in support of the CV Pride Scholarship

2020/2021 Revenues

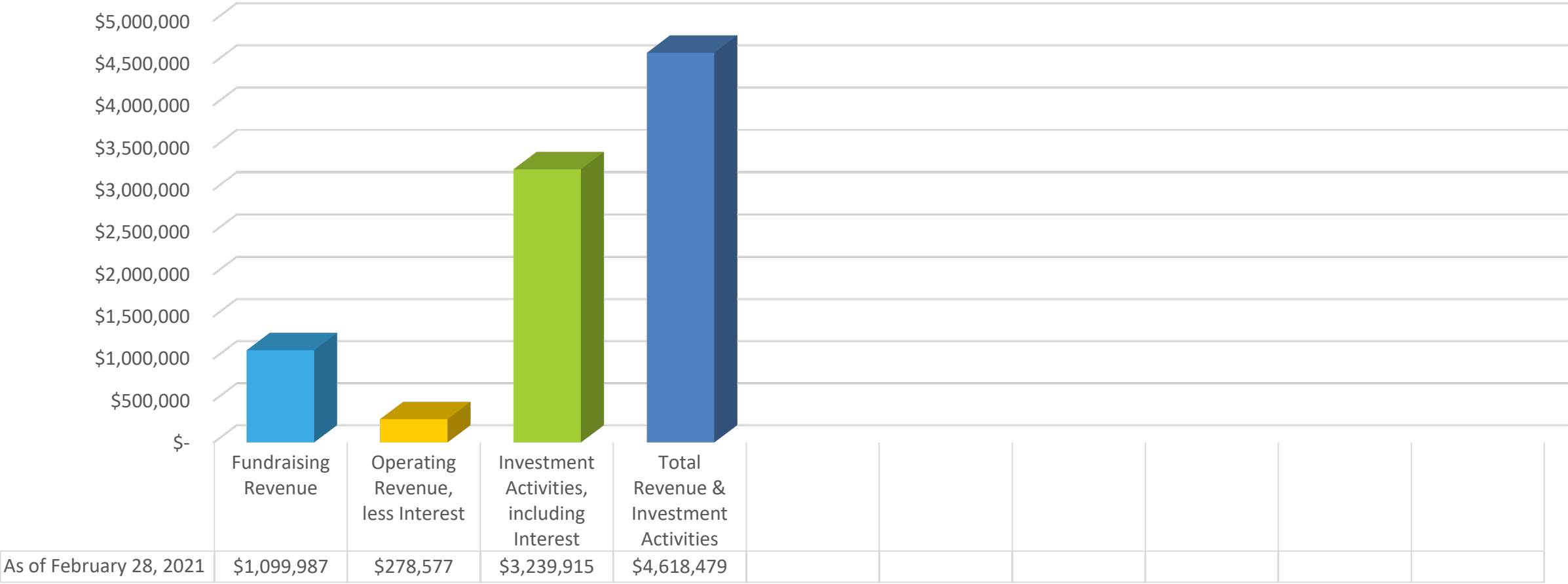


INVESTMENT ACTIVITIES

Total Other Investment Activity Income for the month of February were \$424,133 including Interest and YTD \$3,239,915 including Interest of \$484,671

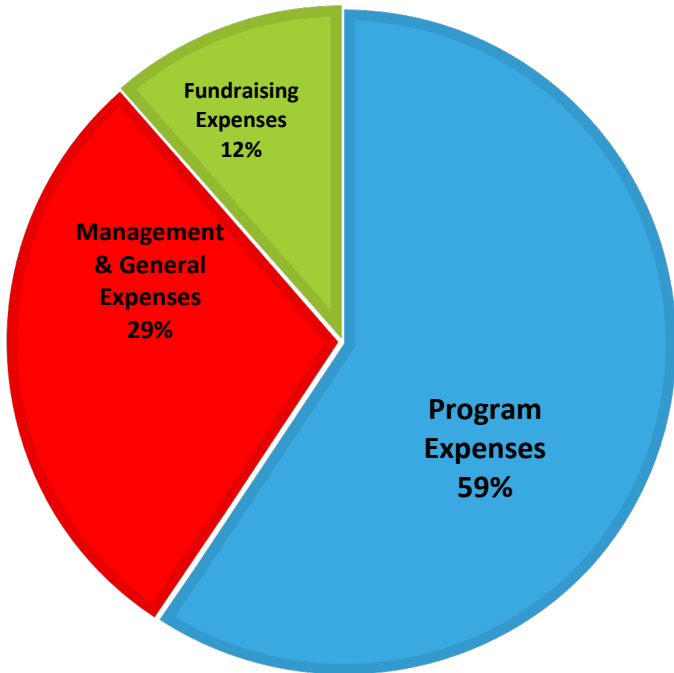


Fiscal Year 2020/2021 Combined Revenue & Investment Activities as of February 28, 2021



TOTAL EXPENDITURES

2020/2021 YTD FUNCTIONAL EXPENSES



■ Program Expenses ■ Management & General Expenses ■ Fundraising Expenses

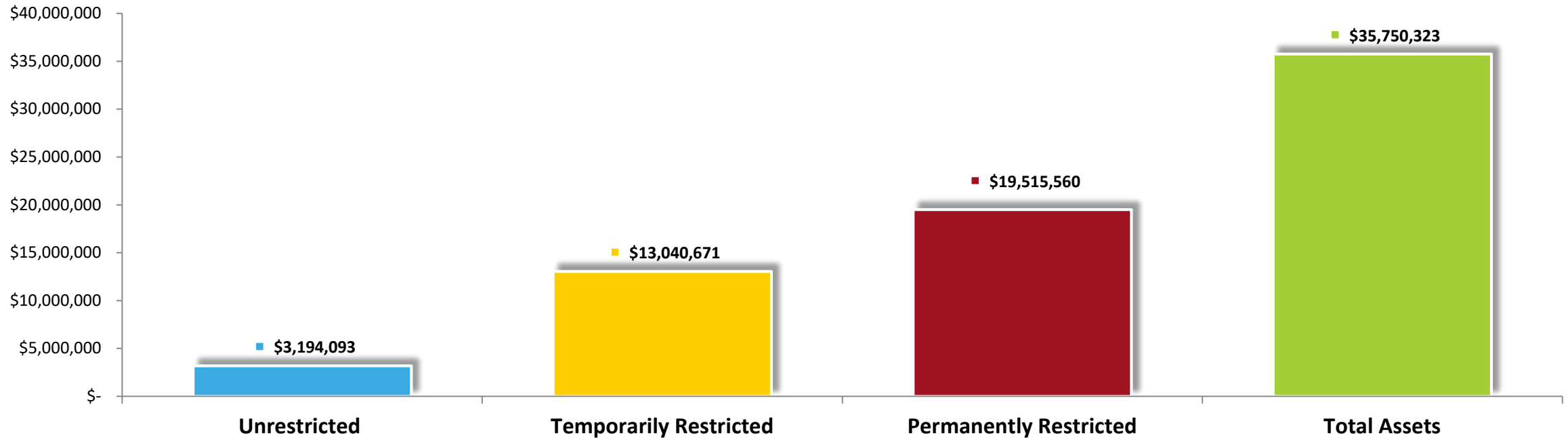
Total expenditures for the month ended February 28, 2021 are \$403,141 and \$1,991,288 YTD

Includes:

- Scholarships & Program Support \$907,400
- Foundation Salaries & Benefits \$606,826
- Foundation Marketing & Development \$119,099
- Consulting Services \$80,644

** Amounts do not include Investment activity.*

Total Assets at February 28, 2021



- Unrestricted Funds: Includes \$500,000 Board Reserve.
- Temporarily Restricted Funds: Restricted per Donor / Board Criteria.
- Permanently Restricted Funds: Endowments held by the Foundation in Perpetuity.

ACCOMPLISHING OUR MISSION

AS OF FEBRUARY 28, 2021

\$889,580 GIVEN IN SCHOLARSHIP SUPPORT TO STUDENTS

**\$17,345 IN PROGRAM SUPPORT
WITH AN ADDITIONAL \$125,278 IN PENDING REQUEST**

STUDENT EMERGENCY FUND UPDATE

As of April 14, 2021:

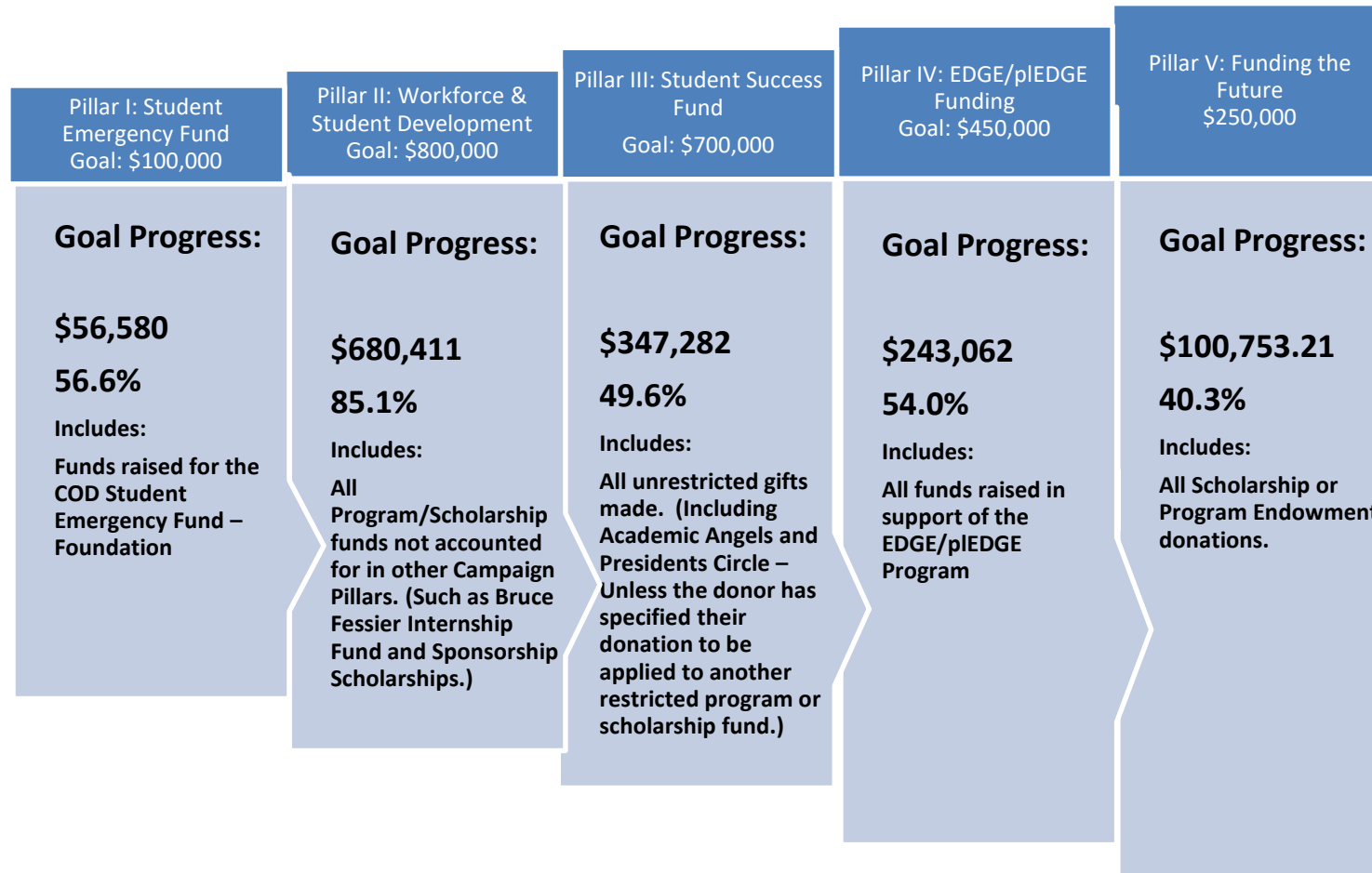
- Funds allocated by Foundation Board of Directors for Student Emergency Request \$300,000
- Total additional funds raised since fund inception \$ 73,675
- Student Emergency funds disbursed since inception \$307,467.92
- 393 Individual Disbursements
- Remaining Funds Available as of April 14, 2021 \$ 63,939.83

College of the Desert Foundation Schedule of Net Assets As of 4/14/2021

		Revenues	Expenditures	Total
Balances:				
COD Student Emergency Fund - Foundation	2313			
Annual Giving	45010	10,525.00	0.00	10,525.00
Leadership Giving	45020	53,150.00	0.00	53,150.00
Major Gifts	45040	10,000.00	0.00	10,000.00
Interest & Dividends	50000	0.00	0.00	0.00
Realized Gains (Losses)	63000	0.00	0.00	0.00
Unrealized Gains/(Losses)	63003	0.00	0.00	0.00
Scholarships	70200	0.00	(307,467.92)	(307,467.92)
Gift Fee	81503	0.00	(2,267.25)	(2,267.25)
Other Investment Expenses	83200	0.00	0.00	0.00
Interfund Transfer	90000	0.00	300,000.00	300,000.00
Total COD Student Emergency Fund - Foundation		<u>73,675.00</u>	<u>(9,735.17)</u>	<u>63,939.83</u>
Total Balances:		<u>73,675.00</u>	<u>(9,735.17)</u>	<u>63,939.83</u>

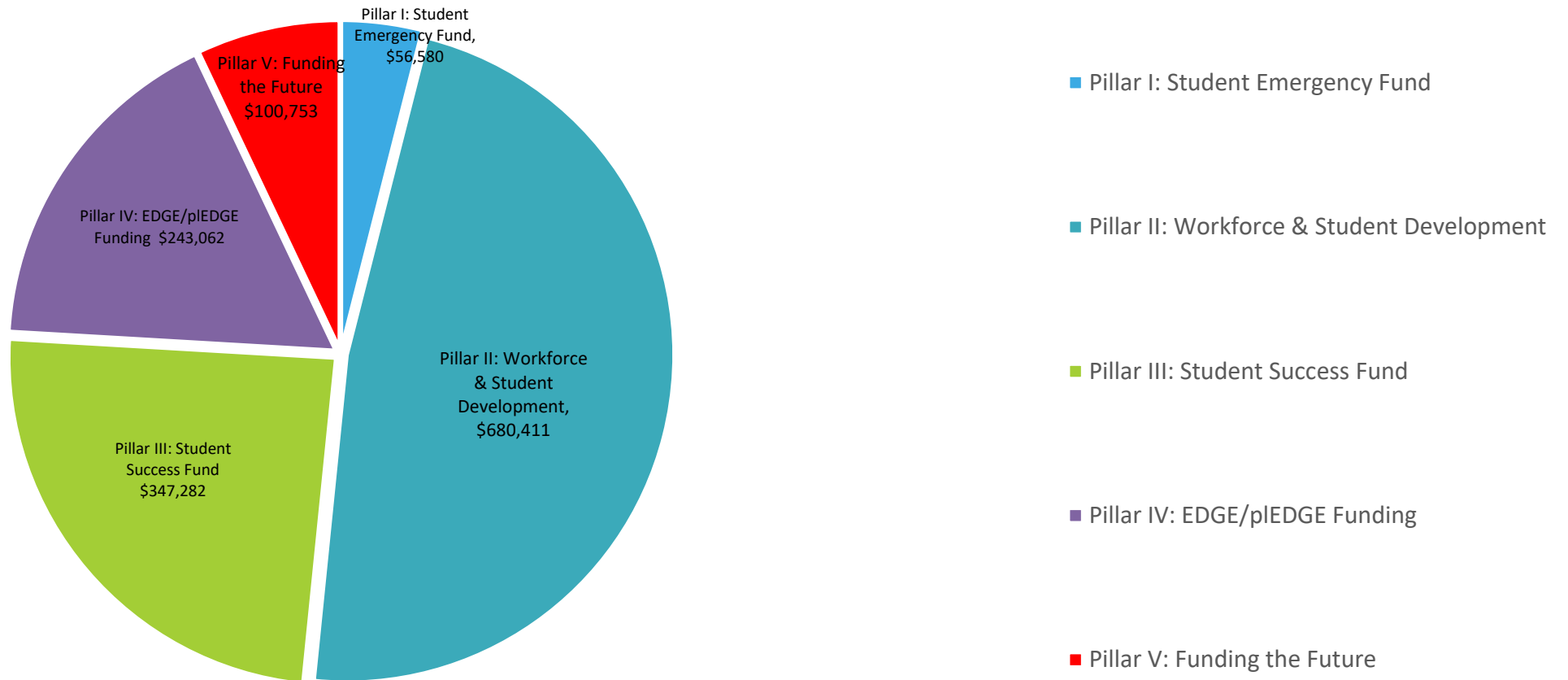
2020/21 STEPPING UP FOR COD CAMPAIGN PROGRESS

Overall Campaign Goal \$2,300,000 – YTD through April 14, 2021



2020/2021 STEPPING UP FOR COD CAMPAIGN

Current Year Fundraising Activities YTD through April 14, 2021



Questions?

Thank you!



FINANCIAL SUMMARY

February 28, 2021

COLLEGE OF THE DESERT FOUNDATION
STATEMENT OF FINANCIAL POSITION , FEBRUARY 28, 2021
WITH COMPARATIVE TOTALS FOR FEBRUARY 29, 2020

		Operating & Restricted Asset Funds		Endowed Asset Funds		Totals (Memorandum Only)	
		Unrestricted Fund	Temporarily Restricted Fund	Permanently Restricted Fund		2020-21	2019-2020
ASSETS							
1	Cash and cash equivalents	\$ 643,436	\$ 304,713	\$ 1,028,771	\$	1,976,920	\$ 1,763,641
2	Investments	2,191,295	12,647,169	18,145,075		32,983,539	30,752,222
3	Investments - Board Reserve	500,000	-	-		500,000	500,000
4	Pledges receivable	10,320	(192)	-		10,128	30,808
5	Allowance for Doubtful Accounts	-	-	-		-	-
6	Accounts Receivable	-	-	-		-	1,000
7	Student Emergency Funds held at College	5,000	-	-		5,000	5,000
8	Accrued interest receivable	74,098	30,086	5,164		109,348	114,040
9	Accrued assets	2,500	-	-		2,500	2,500
10	Property and equipment, net	40	-	-		40	1,784
11	FCCC - Scholarship Endowment	-	44,875	336,549		381,424	397,330
12	Split interest agreements	-	168,021	-		168,021	186,690
13	TOTAL ASSETS	\$ 3,426,688	\$ 13,194,671	\$ 19,515,560	\$	36,136,919	\$ 33,755,015
LIABILITIES							
14	Accounts payable	36,942	16,600	-		53,542	145,743
15	Accounts Payable - By JV	-	-	-		-	-
16	Accounts Payable - Related Party	84,297	137,400	-		221,697	74,204
17	Deferred Contributions	(3,709)	-	-		(3,709)	(3,450)
18	Accrued Payroll Liability	17,442	-	-		17,442	21,358
19	PPP Loan Payable	97,624	-	-		97,624	-
20	TOTAL LIABILITIES	\$ 232,596	\$ 154,000	\$ -	\$	386,596	\$ 237,854
NET ASSETS, beginning							
Unrestricted:							
21	Undesignated	2,350,492	-	-		2,350,492	2,354,594
22	Board designated	500,000	-	-		500,000	500,000
23	Temporarily restricted	-	10,857,833	-		10,857,833	10,982,403
24	Permanently restricted	-	-	19,414,806		19,414,806	19,414,806
25	TOTAL NET ASSETS, beginning	\$ 2,850,492	\$ 10,857,833	\$ 19,414,806	\$	33,123,131	\$ 33,251,803
26	Net Activity	343,601	2,182,838	100,754		2,627,192	265,358
27	NET ASSETS	\$ 3,194,093	\$ 13,040,671	\$ 19,515,560	\$	35,750,323	\$ 33,517,161
28	TOTAL LIABILITIES AND NET ASSETS	\$ 3,426,688	\$ 13,194,671	\$ 19,515,560	\$	36,136,919	\$ 33,755,015

STATEMENT OF ACTIVITIES
FOR CURRENT MONTH ENDED 02/28/2021 & YTD

		CURRENT MONTH ENDING 02/28/2021			Prior Year Month Ending	CURRENT YEAR TO DATE			PRIOR YTD ENDING	CURRENT YEAR BUDGET
		ALL FUNDS	Budget	Variance	2/29/2020	ALL FUNDS	Budget	Variance	2/29/2020	2020-2021
OPERATIONAL & PROGRAM SUPPORT		(1/12 OF Annual Budget)				(8/12 OF Annual Budget)				
OPERATING REVENUE										
1	In-Kind Revenue	-	5,667	(5,667)	-	-	45,333	(45,333)	-	68,000
2	Interest	61,823	58,333	3,490	78,849	484,671	466,667	18,004	557,729	700,000
3	Management Fees	35,883	31,833	4,050	33,712	278,777	254,667	24,110	266,987	382,000
4	Sustainability Fees (Gift Fees)	-	-	-	253	(200)	-	(200)	22,119	-
5	TOTAL OPERATING REVENUE	97,706	95,833	1,873	112,814	763,248	766,667	(3,419)	846,835	1,150,000
MANAGEMENT & GENERAL EXPENSES										
6	General	38,543	46,109	7,566	40,033	305,939	368,869	62,930	340,954	553,303
7	Independent Contractors (Non-Fundraising)	1,078	417	(661)	690	6,847	3,333	(3,513)	690	5,000
8	Marketing	-	521	521	-	-	4,167	4,167	-	6,250
9	Recognition	-	938	938	1,415	992	7,500	6,509	3,074	11,250
10	Salaries & Related Expenses	36,239	36,343	105	21,130	267,003	290,747	23,744	179,360	436,121
11	TOTAL MANAGEMENT & GENERAL EXPENSES	75,860	84,327	8,467	63,268	580,780	674,616	93,836	524,078	1,011,924
PROGRAM EXPENSES										
12	College & Student Support	268,049	94,267	(173,782)	58,448	907,400	754,133	(153,267)	763,468	1,131,200
13	Development & Recognition	-	2,225	2,225	265	683	17,800	17,117	3,844	26,700
14	General	410	2,182	1,771	865	6,308	17,453	11,145	15,673	26,180
15	Independent Contractors (Non-Fundraising)	2,965	1,146	(1,819)	1,898	18,829	9,167	(9,662)	1,898	13,750
16	Marketing	66	16,122	16,056	6,482	36,718	128,973	92,255	16,146	193,460
17	Salaries & Related Expenses	28,826	28,910	83	16,808	212,389	231,276	18,887	142,673	346,914
18	TOTAL PROGRAM EXPENSES	300,316	144,850	(155,466)	84,765	1,182,328	1,158,803	(23,525)	943,701	1,738,204
19	TOTAL OPERATING EXPENSES	376,176	229,177	(146,998)	148,033	1,763,108	1,833,419	70,311	1,467,779	2,750,128
20	OPERATING SURPLUS (DEFICIT)	(278,470)	(133,344)	(145,126)	(35,219)	(999,860)	(1,066,752)	(66,892)	(620,944)	
FUNDRAISING										
FUNDRAISING REVENUE										
21	Annual Giving - Gifts \$1,000 and under	3,017	8,333	(5,316)	2,477	36,113	66,667	(30,553)	25,401	100,000
22	Business Engagement Giving - All donations made by businesses	100	8,333	(8,233)	5,259	31,119	66,667	(35,548)	125,241	100,000
23	Foundation Grants	-	37,500	(37,500)	-	333,993	300,000	33,993	281,875	450,000
24	Leadership Giving - Gifts \$1,000 - \$24,999	27,439	29,167	(1,728)	12,414	222,489	233,333	(10,845)	161,482	350,000
25	Major Gifts - Gifts of \$25,000 +	12,000	12,500	(500)	-	217,000	100,000	117,000	-	150,000
26	Planned Giving	6,000	20,833	(14,833)	6,000	67,056	166,667	(99,611)	93,645	250,000
27	Special Events	-	45,833	(45,833)	96,299	-	366,667	(366,667)	233,193	550,000
28	Sponsorship Scholarships (Pass Thru)	8,540	29,167	(20,627)	30,134	192,217	233,333	(41,116)	294,476	350,000
29	TOTAL FUNDRAISING REVENUE:	57,096	191,667	(134,571)	152,583	1,099,987	1,533,333	(433,346)	1,215,314	2,300,000
FUNDRAISING EXPENSES										
30	Development & Recognition	-	6,421	6,421	1,227	5,233	51,367	46,134	14,334	77,050
31	General	256	1,661	1,405	839	4,784	13,289	8,505	12,342	19,933
32	Independent Contractors	5,848	3,021	(2,827)	16,681	55,569	24,167	(31,402)	84,656	36,250
33	Marketing (Fundraising Portion)	3,566	8,458	4,892	8,140	41,661	67,660	25,999	46,877	101,490
34	Special Events Direct Expenses	-	9,333	9,333	6,593	(6,500)	74,667	81,167	41,593	112,000
35	Salaries & Benefits (Fundraising Portion)	17,296	17,346	50	10,085	127,433	138,766	11,332	85,604	208,149
36	TOTAL FUNDRAISING EXPENSES:	26,965	46,239	19,274	43,564	228,180	369,915	141,734	285,406	554,872

STATEMENT OF ACTIVITIES
FOR CURRENT MONTH ENDED 02/28/2021 & YTD

		CURRENT MONTH ENDING 02/28/2021			Prior Year Month Ending	CURRENT YEAR TO DATE			PRIOR YTD ENDING	CURRENT YEAR BUDGET
		ALL FUNDS	Budget	Variance	2/29/2020	ALL FUNDS	Budget	Variance	2/29/2020	2020-2021
		(1/12 OF Annual Budget)				(8/12 OF Annual Budget)				
37	FUNDRAISING SURPLUS (DEFICIT)	30,131	145,427	115,297	109,019	871,807	1,163,419	291,612	929,909	
38	OPERATING REVENUE BUDGET FY 2020/21	97,706	95,833	1,873	112,814	763,248	766,667	(3,419)	846,835	1,150,000
39	FUNDRAISING REVENUE BUDGET FY 2020/21	57,096	191,667	(134,571)	152,583	1,099,987	1,533,333	(433,346)	1,215,314	2,300,000
40	TOTAL 2020/21 REVENUE BUDGET:	154,802	287,500	(132,698)	265,397	1,863,235	2,300,000	(436,765)	2,062,149	3,450,000
41	MANAGEMENT & GENERAL EXPENDITURE BUDGET FY 2020/21	75,860	84,327	8,467	63,268	580,780	674,616	93,836	524,078	1,011,924
42	PROGRAM EXPENDITURES BUDGET FY 2020/21	300,316	144,850	(155,466)	84,765	1,182,328	1,158,803	(23,525)	943,701	1,738,204
43	FUNDRAISING EXPENDITURE BUDGET FY 2020/21	26,965	46,239	19,274	43,564	228,180	369,915	141,734	285,406	554,872
44	TOTAL 2020/21 EXPENDITURE BUDGET:	403,141	275,417	(127,724)	191,597	1,991,288	2,203,333	212,045	1,753,185	3,305,000
45	NET SURPLUS (DEFICIT) BEFORE INVESTMENT ACTIVITY	(248,339)	12,083	(29,829)	73,800	(128,053)	96,667	224,720	308,964	-
46	Realized Gain / Loss	116,688	-	-	126,253	881,651	-	-	418,974	-
47	Realized Gain / Loss - Osher	-	-	-	-	21,000	-	-	20,400	-
48	Unrealized Gain / Loss	253,795	-	-	(1,046,628)	1,967,368	-	-	(370,230)	-
49	Investment Fees	(8,173)	12,083	-	(6,477)	(114,775)	96,667	-	(112,751)	145,000
50	Refunds	-	-	-	-	-	-	-	-	-
51	Interfund Transfers	-	-	-	-	-	-	-	-	-
52	Investment Activities	362,310	12,083	-	(926,852)	2,755,244	96,667	-	(43,607)	-
53	NET SURPLUS (DEFICIT)	113,971			(853,052)	2,627,191			265,357	



FY 20/21 COMBINED OPERATING BUDGET

REVENUES

Fundraising Revenues :

	FY 2019/20 Budget			FY 2020/21 Budget		
	FY 19/20 OPERATING BUDGET	FY 19/20 Actuals @ 02/29/2020	% of Budget vs Actual @ 02/29/2020	Board Approved FY 20/21 Operating Budget	FY 2020/21 Actuals at 02/28/2021	% of Budget vs Actual
Annual Giving	117,305	25,401	21.7%	100,000	36,613	36.6%
Leadership Giving	550,000	161,483	29.4%	350,000	221,989	63.4%
Business Engagement Giving	150,000	125,241	83.5%	100,000	31,119	31.1%
Major Gifts	400,000	-	0.0%	150,000	217,000	144.7%
Planned Giving	250,000	93,645	37.5%	250,000	67,056	26.8%
Special Events Giving / Capital Campaign	650,000	233,193	35.9%	550,000	-	0.0%
Stepping Out for COD / Stepping Up for COD	650,000	233,193	35.9%	500,000	-	0.0%
Academic Angels Events	-	-	0.0%	50,000	-	0.0%
Scholarship Pass-Thru Donations	400,000	294,476	73.6%	350,000	192,217	54.9%
Grants	500,000	281,875	56.4%	450,000	333,993	74.2%
Fundraising Revenues	3,017,305	1,215,314	40.3%	2,300,000	1,099,987	47.8%

Investment/Other Revenues :

Investment Management Services	385,000	266,987	69.3%	382,000	278,777	73.0%
Gift Fee	40,000	22,119	55.3%	-	(200)	0.0%
In Kind Revenue	68,000	-	0.0%	68,000	-	0.0%
Interest/Dividends Income	600,000	557,729	93.0%	700,000	484,671	69.2%
Investment/Other Revenues	1,093,000	846,835	77.5%	1,150,000	763,248	66.4%
Total Combined Revenue	4,110,305	2,062,149	50.2%	3,450,000	1,863,235	54.0%



FY 20/21 COMBINED OPERATING BUDGET

EXPENDITURES

Fundraising Expenses

	FY 2019/20 Budget			FY 2020/21 Budget		
	FY 19/20 OPERATING BUDGET	FY 19/20 Actuals @ 02/29/2020	% of Budget vs Actual @ 02/29/2020	Board Approved FY 20/21 Operating Budget	FY 2020/21 Actuals at 02/28/2021	% of Budget vs Actual
Annual Giving	15,000	-	0.0%	10,000	-	0.0%
Leadership Giving	15,000	5,512	36.7%	15,000	4,051	27.0%
Business Engagement	5,000	510	10.2%	5,000	310	6.2%
Major Gifts	5,000	-	0.0%	3,000	-	0.0%
Foundation Giving	5,000	-	0.0%	1,000	-	0.0%
Planned Giving	15,000	3,500	23.3%	10,000	-	0.0%
Special Events Expenses	100,000	41,500	41.5%	100,000	(6,500)	-6.5%
Stepping Out for COD Event / Stepping Up for COD	75,000	41,500	55.3%	75,000	(6,500)	-8.7%
Academic Angels Events	25,000	-	0.0%	25,000	-	0.0%
<u>Total Fundraising Expenses:</u>	160,000	51,022	31.9%	144,000	(2,139)	-1.5%

General Operating Expenses

Alumni Database Development	11,000	-	0.0%	1,000	864	86.4%
Alumni Engagement	50,000	1,728	3.5%	35,000	(864)	-2.5%
Auditor	15,000	7,631	50.9%	15,000	9,100	60.7%
Bad Debt	-	-	0.0%	-	-	0.0%
Bank Charges	4,500	1,696	37.7%	6,000	2,419	40.3%
Board/Staff Training	15,000	5,602	37.3%	15,000	6,817	45.4%
Community Relations	10,000	5,935	59.4%	5,000	1,225	24.5%
Depreciation Expense	200	-	0.0%	-	-	0.0%
Donor Cultivation	10,000	(32)	-0.3%	15,000	-	0.0%
Donor Recognition	10,000	4,099	41.0%	15,000	1,322	8.8%
Donor/Scholarship Reception Expenses	12,000	93	0.8%	12,000	-	0.0%
Equipment Lease	8,000	5,776	72.2%	8,000	3,870	48.4%
Furniture & Equipment	4,000	-	0.0%	1,500	-	0.0%
In Kind Expense	68,000	-	0.0%	68,000	-	0.0%
Independent Contractor - Annual Giving	-	-	0.0%	-	-	0.0%



FY 20/21 COMBINED OPERATING BUDGET

FY 2019/20 Budget			FY 2020/21 Budget		
FY 19/20 OPERATING BUDGET	FY 19/20 Actuals @ 02/29/2020	% of Budget vs Actual @ 02/29/2020	Board Approved FY 20/21 Operating Budget	FY 2020/21 Actuals at 02/28/2021	% of Budget vs Actual
-	-	0.0%	-	-	0.0%
75,000	50,000	66.7%	30,000	-	0.0%
50,000	6,068	12.1%	-	8,010	0.0%
50,000	27,725	55.5%	-	39,000	0.0%
30,000	3,450	11.5%	20,000	33,634	168.2%
205,000	87,243	42.6%	50,000	80,644	161.3%
555	555	100.0%	555	555	100.0%
50,000	23,643	47.3%	25,000	-	0.0%
384,540	242,525	63.1%	380,000	198,328	52.2%
20,000	175	0.9%	35,000	9,979	28.5%
-	-	0.0%	25,000	-	0.0%
50,000	32,765	65.5%	50,000	-	0.0%
50,000	19,168	38.3%	50,000	35,189	70.4%
-	-	0.0%	-	-	0.0%
179,540	169,611	94.5%	135,000	79,229	58.7%
85,000	20,806	24.5%	85,000	73,931	87.0%
4,000	2,735	68.4%	3,500	2,270	64.9%
15,000	5,097	34.0%	15,000	2,043	13.6%
50,000	31,318	62.6%	45,000	30,796	68.4%
5,000	1,886	37.7%	5,000	2,384	47.7%
25,000	13,627	54.5%	20,000	2,718	13.6%
10,000	-	0.0%	5,000	600	12.0%
(179,540)	(180,340)	100.4%	(135,000)	(120,000)	88.9%
1,000	-	0.0%	1,000	-	0.0%
12,000	6,437	53.6%	12,000	3,863	32.2%
1,200	219	18.3%	1,200	-	0.0%
5,000	660	13.2%	1,661	50	3.0%
55,000	109,573	199.2%	55,000	-	



FY 20/21 COMBINED OPERATING BUDGET

FY 2019/20 Budget			FY 2020/21 Budget		
FY 19/20 OPERATING BUDGET	FY 19/20 Actuals @ 02/29/2020	% of Budget vs Actual @ 02/29/2020	Board Approved FY 20/21 Operating Budget	FY 2020/21 Actuals at 02/28/2021	% of Budget vs Actual
3,000	1,858	61.9%	2,000	1,690	84.5%
2,000	1,298	64.9%	2,000	635	31.8%
5,000	1,087	21.7%	5,000	-	0.0%
986,450	407,637	41.3%	991,184	606,826	61.2%
758,533	280,068	36.9%	742,528	442,456	59.6%
227,917	127,569	56.0%	248,656	164,370	66.1%
1,200	839	69.9%	1,200	51	4.3%
1,859,105	790,425	42.5%	1,682,800	838,206	49.8%
10,000	56	0.6%	10,000	40	0.4%
385,000	266,987	69.3%	382,000	278,777	73.0%
40,000	22,119	55.3%	-	(200)	0.0%
145,000	81,434	56.2%	100,000	83,979	84.0%
580,000	370,596	63.9%	492,000	362,596	73.7%
1,511,200	653,895	43.3%	1,131,200	907,400	80.2%
720,000	171,801	23.9%	500,000	17,345	3.5%
-	-	0.0%	-	-	0.0%
40,000	12,550		30,000	-	
750,000	469,544	62.6%	600,000	889,580	148.3%
1,200	-	0.0%	1,200	475	39.6%
1,511,200	653,895	43.3%	1,131,200	907,400	80.2%
4,110,305	1,865,938	45.4%	3,450,000	2,106,063	61.0%



FY 20/21 COMBINED OPERATING BUDGET

FY 2019/20 Budget			FY 2020/21 Budget		
FY 19/20 OPERATING BUDGET	FY 19/20 Actuals @ 02/29/2020	% of Budget vs Actual @ 01/31/2020	Board Approved FY 20/21 Operating Budget	FY 2020/21 Actuals at 02/28/2021	% of Budget vs Actual
-	-	0.0%	-	-	0.0%
75,000	50,000	66.7%	30,000	-	0.0%
50,000	6,068	12.1%	-	8,010	0.0%
50,000	27,725	55.5%	-	39,000	0.0%
30,000	3,450	11.5%	20,000	33,634	168.2%
205,000	87,243	42.6%	50,000	80,644	161.3%
555	555	100.0%	555	555	100.0%
50,000	23,643	47.3%	25,000	-	0.0%
384,540	242,525	63.1%	380,000	198,328	52.2%
20,000	175	0.9%	35,000	9,979	28.5%
-	-	0.0%	25,000	-	0.0%
50,000	32,765	65.5%	50,000	-	0.0%
50,000	19,168	38.3%	50,000	35,189	70.4%
-	-	0.0%	-	-	0.0%
179,540	169,611	94.5%	135,000	79,229	58.7%
85,000	20,806	24.5%	85,000	73,931	87.0%
4,000	2,735	68.4%	3,500	2,270	64.9%
15,000	5,097	34.0%	15,000	2,043	13.6%
50,000	31,318	62.6%	45,000	30,796	68.4%
5,000	1,886	37.7%	5,000	2,384	47.7%
25,000	13,627	54.5%	20,000	2,718	13.6%
10,000	-	0.0%	5,000	600	12.0%
(179,540)	(180,340)	100.4%	(135,000)	(120,000)	88.9%
1,000	-	0.0%	1,000	-	0.0%
12,000	6,437	53.6%	12,000	3,863	32.2%
1,200	219	18.3%	1,200	-	0.0%
5,000	660	13.2%	1,661	50	3.0%
55,000	109,573	199.2%	55,000	-	



FY 20/21 COMBINED OPERATING BUDGET

FY 2019/20 Budget			FY 2020/21 Budget		
FY 19/20 OPERATING BUDGET	FY 19/20 Actuals @ 02/29/2020	% of Budget vs Actual @ 01/31/2020	Board Approved FY 20/21 Operating Budget	FY 2020/21 Actuals at 02/28/2021	% of Budget vs Actual
3,000	1,858	61.9%	2,000	1,690	84.5%
2,000	1,298	64.9%	2,000	635	31.8%
5,000	1,087	21.7%	5,000	-	0.0%
986,450	407,637	41.3%	991,184	606,826	61.2%
758,533	280,068	36.9%	742,528	442,456	59.6%
227,917	127,569	56.0%	248,656	164,370	66.1%
1,200	839	69.9%	1,200	51	4.3%
1,859,105	790,425	42.5%	1,682,800	838,206	49.8%
10,000	56	0.6%	10,000	40	0.4%
385,000	266,987	69.3%	382,000	278,777	73.0%
40,000	22,119	55.3%	-	(200)	0.0%
145,000	81,434	56.2%	100,000	83,979	84.0%
580,000	370,596	63.9%	492,000	362,596	73.7%
1,511,200	653,895	43.3%	1,131,200	907,400	80.2%
720,000	171,801	23.9%	500,000	17,345	3.5%
-	-	0.0%	-	-	0.0%
40,000	12,550		30,000	-	
750,000	469,544	62.6%	600,000	889,580	148.3%
1,200	-	0.0%	1,200	475	39.6%
1,511,200	653,895	43.3%	1,131,200	907,400	80.2%
4,110,305	1,865,938	45.4%	3,450,000	2,106,063	61.0%



REVENUES

Fundraising Revenues :

	FY 19/20			FY 20/21			FY 21/22 Proposed Operating Budget	
	Board Approved FY 19/20 Operating Budget	Actuals Thru 06/30/2020	% of 19/20 Actuals vs. 19/20 Budget	Board Approved FY 20/21 Operating Budget	Actuals Thru 04/14/2021	% of 20/21 Actuals vs. 20/21 Budget	Proposed FY 21/22 Operating Budget	% of Budget Change vs. Prior Year Budget
Annual Giving	117,305	41,085	35.0%	100,000	42,929	42.9%	75,000	-25.0%
Community Friend Donations	-	13,750	0.0%	-	6,454	0.0%	-	0.0%
Faculty/Staff Giving	-	16,716	0.0%	-	11,065	0.0%	-	0.0%
Academic Angels Giving < \$1,000	-	3,840	0.0%	-	11,425	0.0%	-	0.0%
Scholarship Donations	-	6,780	0.0%	-	13,986	0.0%	-	0.0%
Academic Angels Learning to Lead Giving - \$10	-	-	0.0%	-	-	0.0%	-	0.0%
Leadership Giving	550,000	235,903	42.9%	350,000	397,764	113.6%	500,000	42.9%
Community Friend Donations	-	84,808	0.0%	-	120,340	0.0%	-	0.0%
Presidents Circle Giving	-	64,095	0.0%	-	111,244	0.0%	-	0.0%
Scholarships	-	87,000	0.0%	-	166,180	0.0%	-	0.0%
Academic Angels Learning to Lead Giving - \$30	-	-	0.0%	-	-	0.0%	-	0.0%
Business Engagement Giving	150,000	126,272	84.2%	100,000	42,980	43.0%	50,000	-50.0%
Community Friend Donations	-	30,912	0.0%	-	980	0.0%	-	0.0%
Presidents Circle Giving	-	1,000	0.0%	-	3,000	0.0%	-	0.0%
Academic Angels Giving	-	-	0.0%	-	250	0.0%	-	0.0%
Scholarships	-	51,981	0.0%	-	28,750	0.0%	-	0.0%
State of the College	-	42,379	0.0%	-	10,000	0.0%	-	0.0%
Academic Angels Learning to Lead Giving \$25K	-	-	0.0%	-	-	0.0%	-	0.0%
Major Gifts	400,000	-	0.0%	150,000	217,000	144.7%	250,000	66.7%
Community Friend Donations	-	-	0.0%	-	25,000	0.0%	-	0.0%
Endowments	-	-	0.0%	-	-	0.0%	-	0.0%
Gifts > \$25K/Space Naming Opportunities	-	-	0.0%	-	-	0.0%	-	0.0%
Presidents Circle Giving	-	-	0.0%	-	50,000	0.0%	-	0.0%
Scholarships	-	-	0.0%	-	142,000	0.0%	-	0.0%
Academic Angels Learning to Lead Giving	-	-	0.0%	-	-	0.0%	-	0.0%
Planned Giving	250,000	235,938	94.4%	250,000	77,556	31.0%	100,000	-60.0%
Special Events Giving	650,000	305,018	46.9%	550,000	-	0.0%	525,000	-4.5%
Stepping Out for COD	-	305,018	0.0%	500,000	-	0.0%	500,000	0.0%
Academic Angels Events	-	-	0.0%	50,000	-	0.0%	25,000	0.0%
Scholarship Pass-Thru Donations	400,000	329,622	82.4%	350,000	217,367	62.1%	300,000	-14.3%
Foundation Giving	500,000	331,875	66.4%	450,000	409,993	91.1%	500,000	11.1%
Community Friend Donations	-	61,475	0.0%	-	45,000	0.0%	-	0.0%
Scholarships	-	270,400	0.0%	-	364,993	0.0%	-	0.0%
Fundraising Revenues	3,017,305	1,605,714	53.2%	2,300,000	1,405,589	61.1%	2,300,000	0.0%

Investment/Other Revenues :

Investment Management Services	385,000	396,109	102.9%	382,000	278,777	73.0%	415,000	8.6%
Gift Fee	40,000	33,346	83.4%	-	(200)	0.0%	-	0.0%
In Kind Revenue	68,000	62,926	92.5%	68,000	-	0.0%	65,000	-4.4%
Interest/Dividends Income	600,000	804,520	134.1%	700,000	484,671	69.2%	720,000	2.9%
Investment/Other Revenues	1,093,000	1,296,901	118.7%	1,150,000	763,248	66.4%	1,200,000	4.3%
Total Combined Revenue	4,110,305	2,902,615	70.6%	3,450,000	2,168,837	62.9%	3,500,000	1.4%

EXPENDITURES

Fundraising Expenses

Annual Giving	15,000	-	0.0%	10,000	-	0.0%	10,000	0.0%
Leadership Giving	15,000	6,032	40.2%	15,000	5,051	33.7%	10,000	-33.3%
Business Engagement	5,000	1,085	21.7%	5,000	310	6.2%	1,500	-70.0%
Major Gifts	5,000	-	0.0%	3,000	-	0.0%	-	-100.0%
Foundation Giving	5,000	-	0.0%	1,000	-	0.0%	-	-100.0%
Planned Giving	15,000	7,000	46.7%	10,000	3,500	35.0%	15,000	50.0%
Special Events Expenses	100,000	18,250	18.3%	100,000	(6,500)	-6.5%	85,000	-15.0%
Stepping Out for COD Event	75,000	18,250	24.3%	75,000	(6,500)	-8.7%	75,000	0.0%
Academic Angels Events	25,000	-	0.0%	25,000	-	0.0%	10,000	-60.0%
Total Fundraising Expenses:	160,000	32,367	20.2%	144,000	2,361	1.6%	121,500	-15.6%

General Operating Expenses

Alumni Database Development	11,000	-	0.0%	1,000	-	0.0%	1,000	0.0%
Alumni Engagement	50,000	1,728	3.5%	35,000	-	0.0%	10,000	-71.4%

Auditor	15,000	14,831	98.9%	15,000	9,100	60.7%	17,000	13.3%
Bad Debt	-	-	0.0%	-	-	0.0%	-	0.0%
Bank Charges	4,500	3,075	68.3%	6,000	2,419	40.3%	4,000	-33.3%
Board/Staff Training	15,000	5,602	37.3%	15,000	6,817	45.4%	15,000	0.0%
Community Relations	10,000	5,935	59.4%	5,000	1,300	26.0%	5,000	0.0%
Depreciation Expense	200	1,744	872.0%	-	-	0.0%	-	0.0%
Donor Cultivation	10,000	(410)	-4.1%	15,000	-	0.0%	10,000	-33.3%
Donor Recognition	10,000	4,346	43.5%	15,000	1,322	8.8%	5,000	-66.7%
Donor/Scholarship Reception Expenses	12,000	93	0.8%	12,000	-	0.0%	10,000	-16.7%
Equipment Lease	8,000	7,711	96.4%	8,000	3,870	48.4%	8,000	0.0%
Furniture & Equipment	4,000	-	0.0%	1,500	1,500	100.0%	5,000	233.3%
In Kind Expense	68,000	62,926	92.5%	68,000	-	0.0%	65,000	-4.4%
Independent Contractor - Annual Giving	-	-	0.0%	-	-	0.0%	-	0.0%
Independent Contractor - Business Engagement	-	-	0.0%	-	-	0.0%	-	0.0%
Independent Contractor - Leadership Giving	75,000	68,750	91.7%	30,000	-	0.0%	-	-100.0%
Independent Contractor - Major Gifts	50,000	29,389	58.8%	-	8,010	0.0%	-	0.0%
Independent Contractor - Planned Giving	50,000	41,725	83.5%	-	43,500	0.0%	45,000	0.0%
Independent Contractor - Stewardship	30,000	21,488	71.6%	20,000	37,154	185.8%	35,200	76.0%
Independent Contractors	205,000	161,352	78.7%	50,000	88,664	177.3%	80,200	60.4%
Insurance (Foundation Liability)	555	555	100.0%	555	555	100.0%	555	0.0%
Legal/Financial	50,000	26,815	53.6%	25,000	-	0.0%	25,000	0.0%
Marketing	384,540	340,496	88.5%	380,000	199,159	52.4%	280,000	-26.3%
Marketing - Website/Social Media	20,000	3,461	17.3%	35,000	9,979	28.5%	5,000	-85.7%
Marketing Annual Report	-	-	0.0%	25,000	-	0.0%	-	0.0%
Marketing for Special Events	50,000	48,415	96.8%	50,000	28,933	57.9%	40,000	-20.0%
Marketing General	50,000	14,236	28.5%	50,000	17,496	35.0%	40,000	-20.0%
Marketing Video	-	-	0.0%	-	-	0.0%	-	0.0%
Marketing Services - College	179,540	216,858	120.8%	135,000	79,229	58.7%	120,000	-11.1%
Marketing Services - Foundation	85,000	57,526	67.7%	85,000	63,523	74.7%	75,000	-11.8%
Membership Dues	4,000	2,735	68.4%	3,500	2,270	64.9%	3,000	-14.3%
Office Supplies & Equipment	15,000	6,870	45.8%	15,000	2,375	15.8%	10,000	-33.3%
Other Investment Expenses - Operating	50,000	45,205	90.4%	45,000	30,796	68.4%	45,000	0.0%
Postage	5,000	2,066	41.3%	5,000	2,384	47.7%	5,000	0.0%
Printing/Design/Graphics	25,000	13,627	54.5%	20,000	2,718	13.6%	10,000	-50.0%
Prospect Research/Screening Services	10,000	-	0.0%	5,000	1,600	32.0%	5,000	0.0%
Refunds/Reimbursement of Expenses	(179,540)	(224,540)	125.1%	(135,000)	(120,000)	88.9%	(120,000)	-11.1%
Repairs/Maintenance	1,000	-	0.0%	1,000	-	0.0%	1,000	0.0%
Service Contracts	12,000	9,660	80.5%	12,000	3,928	32.7%	12,000	0.0%
Staff Mileage Reimbursement	1,200	219	18.3%	1,200	-	0.0%	2,500	108.3%
Staff Support	5,000	660	13.2%	1,661	50	3.0%	678	-59.2%
State of the College	55,000	109,573	199.2%	55,000	-	0.0%	75,000	36.4%
Subscriptions/Publications	3,000	2,209	73.6%	2,000	1,690	84.5%	2,000	0.0%
Telephone	2,000	1,942	97.1%	2,000	635	31.8%	4,500	125.0%
Travel	5,000	1,087	21.7%	5,000	-	0.0%	5,000	0.0%
Wages & Benefits	986,450	627,633	63.6%	991,184	606,826	61.2%	1,117,267	12.7%
Wages & Benefits Foundation Staff	758,533	420,705	55.5%	742,528	442,456	59.6%	850,972	14.6%
Wages & Benefits-Accounting	227,917	206,928	90.8%	248,656	164,370	66.1%	266,295	7.1%
Website Fees	1,200	1,021	85.1%	1,200	351	29.3%	1,200	0.0%
Total Operating Expenses:	1,859,105	1,236,766	66.5%	1,682,800	850,329	50.5%	1,719,900	2.2%
Investment Expenses								
Realized Gain/Loss - For Split Interest Agreements	10,000	18,725	187.3%	10,000	40	0.4%	10,000	0.0%
Investment Management Services	385,000	396,109	102.9%	382,000	278,777	73.0%	415,000	8.6%
Gift Fees	40,000	33,346	83.4%	-	(200)	0.0%	-	0.0%
Other Investment Expenses	145,000	117,523	81.1%	100,000	83,979	84.0%	100,000	0.0%
Investment Expenses:	580,000	565,703	97.5%	492,000	362,596	73.7%	525,000	6.7%
College Support Expenses								
Contributions to the College	1,511,200	1,719,434	113.8%	1,131,200	1,159,331	102.5%	1,133,600	0.2%
College Program Support	720,000	440,474	61.2%	500,000	24,597	4.9%	407,400	-18.5%
Presidents Fund	40,000	12,698	31.7%	30,000	-	0.0%	25,000	-16.7%

Scholarships	750,000	1,265,862	168.8%	600,000	1,134,259	189.0%	700,000	16.7%
Student Awards	1,200	400	33.3%	1,200	475	39.6%	1,200	0.0%
Total College Support Expenses:	1,511,200	1,719,434	113.8%	1,131,200	1,159,331	102.5%	1,133,600	0.2%
Total Combined Expenditures	4,110,305	3,554,270	86.5%	3,450,000	2,374,617	68.8%	3,500,000	1.4%

Strategic Investment Budget								
*Note: Original Strategic Budget was approved for \$500,000. Board of Directors Approved \$250K of this original budget to be moved to the pEDGE Scholarship Program Fund in FY 2020/21								
Database Selection & Implementation Consulting Services	-	-	0.00%	-	-	0.00%	75,000	100%
Alumni, Fundraising & Financial Database Packages	-	-	0.00%	-	-	0.00%	175,000	100%
Total Strategic Investment Budget	-	-	0.00%	-	-	0.00%	250,000	100%



Board Directors for 2021-2022 for Full Board Approval



Nominating Committee Recommendation for the Election of New Foundation Board Members for 2021-2022

The Nominating Committee has recommended the election of six individuals as new Members of the Foundation Board of Directors beginning on March 25, 2021 and continuing through the next annual Board meeting in May 2021. The individuals recommended for election are:

1. Carol Fragen
2. Peggy Jacobs
3. Dale Landon
4. Rob Moon
5. Leslie Usow
6. Jake Wuest

Below are biographical brief profiles on these candidates.

Carol Fragen

Carol Fragen and her spouse Ron moved to Palm Springs in June 1971 with their five children. Mrs. Fragen was active in the Cahuilla School Parent-Teacher Association and in the upper schools. As the kids grew older, Mrs. Fragen became involved in the Jewish Federation of the Desert where she served as Campaign Chair of the Women's Division and was the first to raise a million dollars. She was also President. She went on to serve as President of Jewish Family Service and the MAC Board of the Palm Springs Desert Museum. She currently serves on the Mizell Center Board. Mrs. Fragen loves doing work for others and hopefully raising money for their causes. She has lived in Palm Springs for almost 50 years and can't wait to see a College of the Desert campus come to fruition.

Peggy Jacobs

Ms. Jacobs has owned a seasonal home in Palm Desert for the past 30 years. She loves the Coachella Valley community and feels the importance of giving back. Ms. Jacobs and her partner, Bob Howard, have supported many charities and non-profits in the valley: Eisenhower Health, Barbara Sinatra Center, The McCallum, Jewish Family Services, BigHorn Cares, Palm Springs Art Museum, Coachella Valley Rescue Mission, College of the Desert and CVRep.

Ms. Jacobs is presently serving on the Board of CVRep and served on the MCA Board of Palm Springs Museum for many years until it was dissolved. Her avocations are golf and bridge. The joy of her life is her 3 year old grandson, Miles, currently living in Boston.

Ms. Jacobs' background is law. She served as an Assistant Attorney General in Chicago before transferring to the criminal courts as a State prosecutor in the middle 70's to early 80's. She started her education at the Community College in Springfield, Illinois and will forever be grateful for that experience. The COD graduating students and her share a mantra... "because of you, I am".

Dale Landon

Dale Landon holds an MBA from Stanford with emphasis on finance and economics. Mr. Landon was in the US. Army during 1968 – 1971 (Vietnam, '70 - '71). He worked at Crocker Bank in San Francisco. He did not know what he wanted to do after Stanford, so decided to go into banking to get exposure to many opportunities. He was hired by a client of the bank who had recently started a private real estate syndication firm. He was involved in all aspects of the business and met his wife, Carole. Together they started their own company in 1982 focusing on acquiring apartment complexes in the Bay area. They managed the properties through the '90's and sold them all when the dot com boom was exploding and retired later on. .

Mr. Landon and his spouse enjoy golf, music but are also very involved in education related charitable efforts. Education gave him opportunity and his goal is to pass that on. They were actively involved in raising funds for a grade school music program in San Pablo, CA called Sound Minds. It is a voluntary, after school class that teaches children about music and musical instruments, based on the El Sistema program. The reward for Mr. Landon and his spouse is the incredible academic advancement that the children realized relative to their peers. They were early and consistent supporters of the veteran's education program at COD. They want to help insure that those veterans who have the determination and desire to get a college education will have the wherewithal to do so. On a related level, they established a scholarship fund for Stanford MBA students who otherwise could not afford to attend. Additionally, they have been actively involved in fundraising for Golf Fore Africa, a charity founded by LPGA Hall of Fame member, Betsy King. GFA drills water wells in remote villages in Africa, thus enabling the young village girls to attend school rather than spending all day hauling tepid water from miles away back to the village. Finally, Mr. Landon is President of the two HOA's where they live.

Rob Moon

Mr. Moon holds a Bachelor of Science from The United States Naval Academy. He is a graduate MBA Studies at George Washington University, Washington DC, with a concentration in Management of Science and Technology. He served 26 years on active duty as an officer in the United States Navy as a Surface Warfare Officer. After graduating Annapolis, Mr. Moon was in active duty service included 15 years at sea, with ten extended overseas deployments; combat operations in the Persian Gulf; three years overseas homeporting in Athens, Greece and four years in Yokosuka, Japan. His shore duty included one year at The White House in Washington DC during the Reagan administration. He was Budget Manager for the Deputy Chief of Naval Operations for Surface Warfare; and Deputy Director of Operations and Chief Information Officer for the Office of Naval Research. Retired with the rank of Commander, USN, in 1994.

Mr. Moon was Employed for 17 years as a Section 16 “C” level executive in the field of Information Technology as a Chief Information Officer (CIO) for medium sized (\$600M - \$1.5B), publicly traded corporations. Areas of specialty included technology (Micros and ViewSonic Corporations), early childhood development (LeapFrog Corporation), and online distance learning (K12 Inc). Numerous professional keynote speaker engagements in New York, San Francisco, Moscow, and other conference locations on the field of Global Information Technology Systems design, implementation, and management.

Mr. Moon served on the Palm Springs Measure J Commission from 2012-2015, the first two years as Chairman. He served as the directly elected Mayor of the City of Palm Springs from 2015-2019.

His current Board services are:

- Editorial Board of *The Desert Sun*;

- Board of Directors of Coachella Valley Repertory Theatre (plus various CVRep committees);
- Foundation of the Rancho Mirage Library and Observatory (appointed by RM City Council January 21);
- Board President of The Desert Roundtable since 2014;
- Board of the Palm Spring Sunup Rotary Club.
- Previous Board service includes:
- Board of the Vista Las Palmas Neighborhood Organization 2005-2014 (five Treasurer, four President);
- Board of Trustees of the PS Art Museum 2015-2019 (while serving as the mayor of Palm Springs);
- Board of the Palm Springs Art Museum Contemporary Arts Council 2014-2020;
- Board of the Palm Springs Opera Guild 2012-2015.
- Volunteer docent at PS Art Museum 2012-2021

Mr. Moon currently works as a residential Realtor associated with Keller Williams Palm Springs. Him and his husband, Robert Hammack, are currently restoring their recently purchased 1980 Steve Chase home in the Tamarisk Country Club. They enjoy cooking, entertaining, hosting charity events, collecting art, and travelling.

Leslie Usow

Leslie Usow has held various professional and volunteer positions throughout her career. She helped create the Major Gifts Program and served as the Director of Development for 10 years at a Milwaukee, a non-profit organization. She has served on committees at the Milwaukee Art Museum, the Jewish Museum of Milwaukee and the Ozaukee County United Way. Mrs. Usow is currently on the Rancho Mirage Library Foundation board, and several committees at the Palm Springs Art Museum. She is a graduate of The University of Wisconsin-Madison and earned post graduate credits in writing at Mount Mary College.

Jake Wuest

Jake Wuest holds a Bachelor's Degree in Business Administration with dual concentration in Finance and Entrepreneurial Leadership from Gonzaga University in Spokane, WA. He also holds a certificate of Comprehensive Leadership from Gonzaga University and attended the graduate school of banking from the *University of Wisconsin – Madison, WI in 2015*. Mr. Wuest has extensive finance and fundraising background and is a highly motivated and goal oriented individual with strong networking skills.

Mr. Wuest served as a Board Member and Secretary of the Board of Haven of Hope from 2013 to 2020, which provides food, shelter, clothing, counseling, rehabilitation and hygienic services to the homeless and indigent.

From 2018 to 2020, he served as Executive Board Member for the Boy Scouts of America – Denver Area Council which serves 24 counties in Colorado with over 33,000 youth members. He also held other positions within the organization from 2011-2013 including Finance Committee and Investment in Character Campaign Chair for individual districts, helping oversee budget and fundraising campaigns.

From 2011 to 2013, he served on the Finance Committee of the Jefferson Center for Mental Health for two years helping oversee finances for business. The organization operated with a \$30M+ annual budget. Prior to that, he volunteered and has Committee experience with Lutheran Family Services Rocky Mountains and Junior Achievement from 2008-2015.

Since 2007, Mr. Wuest has been working as Market President for FirstBank's operations in California, managing 45 employees and \$500M+ in assets throughout the Coachella Valley.



COLLEGE
of the **DESERT**
FOUNDATION

2021-2022 Board Meeting Dates – For Approval

FOUNDATION BOARD MEETING SCHEDULE

2021-2022

- **Wed, May 26, 2021 – 3PM**
- **Wed, September 29, 2021 – 3PM**
- **Wed, October 27, 2021 – 9AM – Board Planning Session**
- **Wed, December 1, 2021 – 3PM**
- **Wed, January 26, 2022 – 3PM**
- **Wed, February 23, 2022 – 3PM**
- **Wed, March 30, 2022 – 3PM**
- **Wed, April 27, 2022 – 3PM**
- **Wed, May 25, 2022 – 3PM**
- **Wed, June 29, 2022 – 3PM**



COLLEGE
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FOUNDATION

Appendices

Committee meeting Minutes



Foundation Stepping Up for COD Committee Meeting

Minutes for Tuesday, March 2, 2021

2:00PM

Meeting Recording:

https://cccconfer.zoom.us/rec/share/IGxTuThPFaUFFwAAKPPd4Si5Lwg-KFLfC_dUjQOBdlZ1XT3pah82EF4hSYHclAb.zNwVSvj5ZqwmGoZq

Meeting Participants

Voting Committee Members Present:

Christine Anderson (Co-Chair), Jane Saltonstall (Co-Chair), Barbara Foster Monachino, Joanne Mintz, Marlene O'Sullivan, Marge Dodge

Voting Committee Members Absent:

Rob Kincaid

Guests:

Catherine Abbott, Kirstien Renna, Pam Hunter, Bill Chunowitz

Recorder

Juli Maxwell

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:04 PM.

2. Action Items

2.1 Approval of Agenda: Regular Foundation Stepping Up for COD Committee Meeting of March 2, 2021 Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.2 Confirmation of Agenda: Approval of Agenda for the Regular Stepping Up for COD Committee Meeting of March 2, 2021 with any addition, correction or deletions.

Jane Saltonstall moved to approve the agenda. Joanne Mintz seconded.

Motion carried.

2.2 Follow-up Items

2.2 Task of

2.2 Due by

None	None	None
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3. Minutes

3.1 Approval of regular Foundation Stepping Up for COD Committee Meeting Minutes – February 2, 2020.

Barbara Foster Monachino moved to approve and Marlene O’Sullivan seconded. The minutes were approved.

3.1 Follow-up Items

3.1 Task of

3.1 Due by

None	None	None
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4. Comments from the Public

4.1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until March 1, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Discussion Items

5.1 Marketing Display Update – Cathy Abbott

Display is not yet complete. Reason given is that it has been held up in powder coating. If this goes on longer Cathy does not want to move forward with the structure. Original delivery date was 2 weeks after permission to place on the corner, which was approximately one month ago. Foundation gave them half down as deposit, which is \$7100.00. Order was placed before Christmas. There is nothing in the contract for delivery date. Cathy to have conversation with her former boss and report back.

5.1 Follow-up Items**5.1 Task of****5.1 Due by**

Cathy will have conversation with former boss and report back.	Cathy Abbott	ASAP
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5.2 Culinary Adventures PC Event – Joanne Mintz

Event is this Thursday. Committee is concerned about attendance and has made calls to members that could not receive emails. Second rehearsal is today. 54 attendees have registered to date. After this event committee will determine if it's in the Foundation's best interest to have another Culinary event.

5.2 Follow-up Items**5.2 Task of****5.2 Due by**

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5.3 Stepping Up for COD Budget Review – Kristien Renna / Cathy Abbott**5.3.1 Campaign Timeline**

Kirstien presented the budget and adjusted budget with new goal., with 2 scenarios on how the budget can be adjusted to reflect the goal increase. Current fundraising goal of \$2.3M was increased from \$2M. This is aligning it to the actual budget that the board approved at the beginning of the year. Collateral will go going out this week. Ways to fundraise in the coming weeks includes the following: This week's PC Event to help with fundraising, the campaign will be in place the week of March 8, Academic Angels event on March 11. State of College is on March 17 at 11am and the Foundation will do fundraising to help offset some of those costs. Event will be livestreamed on the College's website. A Legacy leader mailing takes place during month of March. Week of 22nd is the scholarship zoom event, which has proven to be a source of revenue. Joel's retirement party may be a resource to help support a legacy component for Joel, likely pLEDGE. Ongoing fundraising efforts include marketing consisting of digital ads, KESQ ads, mailers. Cathy shared collateral with the committee. After collateral packets go out to over 1,000 people, committee will work on a follow-up strategy. Committee agreed to approve the campaign increase of \$300,000. Chris to bring information to Executive Committee to give them clarity on how decision was made to align the campaign with the budget.

5.3 Follow-up Items**5.3 Task of****5.3 Due by**

Bring to Executive Committee, reasoning as to how the decision was made to align the campaign with the budget.	Chris Anderson	March 10, 2021
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6. Action Items

6.1 Approval of Campaign Increase of \$300,000

Joanne Mintz moved to approve the Campaign Increase of \$300k. Marlene O'Sullivan seconded.

Motion carried.

7. Future Agenda Items

8. Adjournment

The Committee Chair adjourned the meeting at 3:03 PM.

Next Meeting: Tuesday, April 6, 2021, at 2:00 pm



Foundation Nominating Committee Meeting

Minutes for Monday, March 8, 2021

2:00PM

Zoom Video:

<https://cccconfer.zoom.us/j/91990887424?pwd=aXIUdFZsajc1Y1VMT0Rtamx0VDYdz09>

Meeting Participants

Committee Members Present

Jane Saltonstall (Chair), Christine Anderson, Norma Castaneda, Marge Dodge, Tom Minder, John Monahan and Diane Rubin

Committee Members Not Present

Recorder

Eve-Marie Dehondt

Guests:

Catherine Abbott, Bill Chunowitz, Barbara Fromm

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:00PM.

2. Action Items

2.1 Approval of Agenda: Regular Foundation Nominating Committee Meeting of March 8, 2021 Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of

the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.1 Confirmation of Agenda: Approval of Agenda for the Regular Nominating Committee Meeting of March 8, 2021 with any addition, correction or deletions.

2.1 Conclusion

John Monahan moved to approve the agenda as updated, Norma Castaneda seconded.

Motion carried.

2.1 Follow-up Items	2.1 Task of	2.1 Due by
None	None	None

3. Comments from the Public

3. 1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, March 7, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

4. Minutes

4.1 Approval of Foundation Nominating Committee Meeting Minutes – February 8, 2021

The minutes were approved as presented.

5. Closed Session

5.1 Closed session from 2:06 PM – 2:40PM Closed session shall not extend past the designated time, but should the business considered in closed session require additional time, the Committee shall reserve time to continue discussion.

5.2 Public Employee Appointment (*Pursuant to Government Code Section 54957*)

6. Open Session

There was no reportable action taken in closed session.

7. Discussion & Action Items

7.1 Review and Recommend the Slate of Officers for 2021-2022 for Full Board Approval

John Monahan moved to recommend the Slate of Officers for 2021-2022 as presented in the material, for the full Board approval, Norma Castaneda seconded. Motion carried.

7.1 Follow-up Items	7.1 Task of	7.1 Due By
None	None	None

7.2 Review and Recommend the New Board Candidates for 2021-2022 for Full Board Approval

Christine Anderson moved to recommend the New Board Candidates for 2021-2022 as presented in the material for Full Board Approval, Diane Rubin seconded. Motion carried.

7.2 Follow-up Items	7.2 Task of	7.2 Due By
None	None	None

7.3 Schedule the new Board Members Orientation

The Board Member orientation will be scheduled after the Board approve the new Board members at the March meeting.

The Committee discussed organizing a “board buddy” system. All Board members will be invited to participate in training new Board members at the March Board meeting. People who are mentoring new Board members will be invited to attend their orientation.

7.3 Follow-up Items	7.3 Task of	7.3 Due By
The Nominating Committee will create a buddy system after the new Board members’ election.	Jane Saltonstall	April 2021

8. Adjournment

The Chair adjourned the meeting at 2:44PM.

Next Meeting: April 12, 2021 – 2PM



Foundation Academic Angels Committee Meeting Minutes for Tuesday, March 9, 2021 2:00PM

Meeting Participants

Committee Members Present

Marge Dodge (Chair), Christine Anderson, Norma Castaneda and Jane Saltonstall

Non-Voting Committee Members Present

Cynthia Cottrell, Linda Weakley and Nancy Harris

Guest(s)

Catherine Abbott, Gailya Brown, Bill Chunowitz and Matt Durkan

Recorder

Eve-Marie Dehondt

Meeting Minutes

1. Call to Order/Roll Call

1.1 Roll Call

The meeting was called to order at 2:03PM.

Christine Anderson left the meeting at 2:40PM.

2. Action Items

2.1 Approval of Agenda: Foundation Academic Angels Committee Meeting of March 9, 2021 Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.1 Confirmation of Agenda: Approval of Agenda for the Academic Angels Committee Meeting of March 9, 2021 with any addition, correction or deletions.

2.1 Conclusion

Jane Saltonstall moved to approve the agenda as presented, Christine Anderson seconded. Motion carried.

2.1 Follow-up Items	2.1 Task of	2.1 Due by
None	None	None

3. Minutes

3.1 Approval of the Academic Angels Committee Meeting Minutes of February 9, 2021.

The minutes were approved as presented.

4. Comments from the Public

4. 1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until March 8, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Discussion Items

5.1 March 11 Virtual Event Planning

5.1.1 Update on the number of participants

17 Academic Angels registered for the March 11th event. The phone calls that the Committee members organized to contact past members to invite them to the event helped increasing the number of attendees and cleaning up the database. The Committee members noted that people who were called were generally pleased to be contacted and to hear about the Academic Angels. The Committee discussed organizing another phone call in the near future to keep members updated.

Cathy Abbott will contact the Public Relations Department to post the event on Facebook.

5.1.2 Update on Presentations from Dr. Kinnamon/Catherine Abbott

The presentation will be a Q&A format where Dr. Kinnamon and Cathy Abbott will go in and out. Guests will learn about the precautions that were taken by the College during the pandemic, as well as the hybrid classes that are being introduced. The first rehearsal took place last week and the second one is scheduled this afternoon.

5.1.3 Update on Presentation from Shawn Abramowitz from Coachella Valley Leadership

Matt Durkan informed the Committee that Shawn Abramowitz, President Elect at Coachella Valley Leadership will provide a 10 mn PPT presentation of on the Learning To Lead program.

5.1.4 Update on the Country Wine Baskets sent

The Country Wine Baskets were sent to the registered guests who are current Academic Angels. The expected delivery was March 8 and the cost of the wine was \$700.60 for 13 baskets delivered. Marge Dodge will propose a toast for people who have received the wine at the end of the event. Any participant who will renew their membership after the event will be sent a Country Wine Basket as well.

5.1.5 Additional Event details

The full presentation is scheduled to last 35 to 40 minutes. Marge Dodge will perform a quick training on how to use Zoom at the beginning of the event. Three trivia questions will be proposed to attendees throughout the event, with \$25 gift card certificates from Nothing Bundt Cakes to win. Eve-Marie Dehondt will send a final reminder of the event and the Zoom link will be sent to all the members and participants the morning of March 11.

5.1 Follow-up Items	5.1 Task of	5.1 Due by
Cathy Abbott will contact the Public Relations Department to post the event on Facebook.	Cathy Abbott	March 9, 2021
Eve-Marie Dehondt will send a final reminder of the event and the Zoom link will be sent to all the members and participants the morning of March 11.	Eve-Marie Dehondt	March 11, 2021
Country Wine Baskets will be sent to the participants who will renew their membership after the event	Eve-Marie Dehondt	March 20, 2021

5.2 Learning to Lead Program Update

5.2.1 Bank of America Grant

Gailya Brown provided an update on a proposal submitted to Bank of America for a \$25,000 grant, which would serve to fund the Learning to Lead Program. One of the priorities of this grant is workforce development and the Foundation made a case for how this program develops future leaders in the Community. The results on successful grant recipients will be provided before the end of the fiscal year.

5.2 Follow-up Items	5.2 Task of	5.2 Due by

5.3 Next academic Angels Event

The Committee discussed organizing a future event around May, as people start to gather in person. One concern was that in May, most people are leaving the Valley for the summer, which would be a concern for the number of potential attendees. Another concern is that the College is currently closed, and therefore, staff members are not allowed to participate in events in-person. The Committee agree to hold off organizing in person event until the College reopens, in accordance with the College's policy for its staff members.

The Committee discussed creating a newsletter instead of in-person event, as this would be a great communication replacement. (See information on item 5.4)

5.3 Follow-up Items	5.3 Task of	5.3 Due by

5.4 Angels Newsletter

Given the current momentum that the Academic Angels benefits from, the Committee agreed that creating a newsletter would be a great way to continue promoting the Learning to Lead Program and the Academic Angels' activities.

This would keep the communication open with the members and inform them on what to expect for the next season.

Catherine Abbott noted that the Academic Angels could create the content, which would be reviewed by the Public Relation's department for general grammar and punctuation. Then the Foundation staff would abide by the College's branding guidelines to finalize the material and send the newsletter through Constant Contact. The newsletter will start as a one pager with the major information.

The Committee agreed to form an Ad—Hoc Committee to work on a newsletter. They also suggested doing some calls of past members to inform the members that a newsletter will come with exciting information.

Bill Chunowitz will continue to ask the Board members to promote the Academic Angels and encourage them to join if they have not done so yet.

5.4 Follow-up Items	5.4 Task of	5.4 Due by
The Committee agreed to form an Ad—Hoc Committee to work on a newsletter.		
The Committee agreed to set some calls of past members to inform the members that a newsletter will come with exciting information.		

6. Adjournment

The Committee Chair adjourned the meeting at 2:49 PM.

Next Meeting: Tuesday, April 13, 2021, 2:00 PM - Zoom



Foundation Special Executive Committee Meeting

Minutes for Wednesday, March 17, 2021

2:00PM

Zoom Video:

<https://cccconfer.zoom.us/j/91435684770?pwd=VnlKaTBQajNFU3l6OFZiamZWVG1ydz09>

Meeting Participants

Committee Members Present

Bill Chunowitz (Chair), Christine Anderson, Marge Dodge, Barbara Fromm, Tom Minder, Joanne Mintz, Diane Rubin and Jane Saltonstall

Non-Voting Committee Members Present

Catherine Abbott

Committee Members Not Present

John Ramont, Joel Kinnamon and Bonnie Stefan

Recorder

Eve-Marie Dehondt

Guests

Kirstien Renna

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:02PM.

2. Action Items

2.1 Approval of Agenda: Special Foundation Executive Committee Meeting of March 17, 2021 Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention

of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.1 Confirmation of Agenda: Approval of Agenda for the Special Executive Committee Meeting of March 17, 2021 with any addition, correction or deletions.

Tom Minder asked to add a discussion with respect to the CV Strategies' billing for the Virtual State of the College.

2.1 Conclusion

Barbara Fromm moved to approve the agenda as amended, Jane Saltonstall seconded. Motion carried.

2.1 Follow-up Items	2.1 Task of	2.1 Due by
None	None	None

3. Minutes

3.1 Approval of Regular Foundation Executive Committee Meeting Minutes – March 10, 2021

The minutes were approved as presented.

4. Comments from the Public

4. 1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until March 16, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Discussion & Action Items

5.1 Discuss the Stepping Up for College of the Desert Foundation Campaign Budget Re-Alignment

Chris Anderson explained that the need to realign the Stepping Up for College of the Desert Foundation campaign budget in some of the categories of the campaign was because initially, some of the targets had already been met. The Stepping Up

for College of the Desert Committee agreed to realign the budget of the campaign by increasing the campaign goal by \$300,000, for it to reach a total of \$2,300,000, which matches the overall Foundation budget, which was already approved by the Board. Kirstien Renna presented the budget realignment of the Stepping Up for COD campaign to the Committee as provided in the Committee material packet. She informed the Committee that to this date, 50.2% of the goals has been met and that since the brochure of the campaign was distributed to donors, the foundation has started receiving additional donation towards the campaign. As well, an estate gift of \$200,000 and another \$10,000 are scheduled to be received as well.

This adjustment does not required board approval; however, this will be added to the March Board meeting agenda for information.

5.1 Follow-up Items	5.1 Task of	5.1 Due by
The Stepping Up for COD Budget campaign adjustment will be added to the March Board meeting agenda for information.	Cathy Abbott	March 24, 2021

5.2 Discuss the CV Strategies' billing for the Virtual State of the College

Tom Minder indicated that the Board had already approved to fund \$40,000 for the Virtual State of the College and the Committee discussed an additional \$20,000 invoice received from CV Strategies for the Virtual State of the College.

The Committee agreed that the Finance and Investment Committee should review this invoice at their upcoming meeting and will ask the College to provide an itemized invoice to explain the increase of costs. The invoice will not be paid until this itemized invoice is received.

5.2 Follow-up Items	5.1 Task of	5.1 Due by
None	None	None

6. Other Discussions & Future Agenda Items

There was no other discussions.

6.1 Follow-up Items**6.1 Task of****6.1 Due by**

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7. Adjournment

The Chair adjourned the meeting at 3:00PM.

Next meeting: April 7, 2021 – 1PM – Via Zoom



Foundation Finance & Investment Committee Meeting

Minutes for Wednesday, March 17, 2021

3:00PM

Zoom Video:

https://cccconfer.zoom.us/rec/play/xoBgbSGvIL328MJPbln0U0WiESPbjXewOneCqITWTPA00fg7b8dBdVM_Q38mlVxcR2UeaX989Rk45Dn.cPJNMOdhigzj1j?autoplay=true

Meeting Participants

Committee Members Present

Tom Minder (Chair), Barbara Foster Monachino, Paul Hinkes, Barbara Fromm

Committee Members Absent:

Jim Williams

Non-Voting Committee Members Absent

John Ramont

Guest(s)

Bill Chunowitz, Catherine Abbott, Matthew Durkan, Kirstien Renna and Mike Rodriguez

Recorder

Juli Maxwell

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 3:03 pm.

2. Action Items

2.1 Approval of Agenda: Regular Foundation Finance & Investment Committee Meeting of March 17, 2021 Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency

subsequent to the agenda being posted as specified in subdivision (a).

2.2 Confirmation of Agenda: Approval of Agenda for the Regular Finance & Investment Committee Meeting of March 17, 2021 with any addition, correction or deletions.

Tom Minder would like to add to the agenda, "Invoice from CV Strategies."

Barbara Foster Monachino moved to approve the agenda with revision, Paul Hinkes seconded.
Motion carried.

3. Minutes

3.1 Approval of regular Finance & Investment Committee Meeting Minutes – January 20, 2021.

The minutes were approved as presented.

4. Comments from the Public

4.1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until March 16, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Discussion Items

5.1 Review the Financial Statements for the period ended January 31, 2021.

Kirstien presented the Financial Statements for the period ending January 31, 2021. Tom Minder asked Kirstien Renna to add Student Emergency Fund as a line item. Kirstien Renna shared that the Stepping Up campaign goals have been raised to align with the budget. There has been an uptick in donations since campaign collateral went out, so these numbers should increase significantly. Paul Hinkes suggested the marketing material be clearer on exactly what each pillar represents. Kirstien Renna will talk to Catherine Abbott about considering this on next year's campaign.

5.1 Follow-up Items

5.1 Task of

5.1 Due by

Kirstien Renna to add Student Emergency	Kirstien Renna	April 21, 2021
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Fund as a line item		
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5.2 Invoice from CV Strategies (Added to Agenda today)

Pam Hunter informed the Foundation Executive Director that an invoice for \$30,000, for producing the State of the College event would be coming to the Foundation as the Foundation is responsible for 100% of the cost of State of the College. This \$30,000 is in addition to the originally approved amount of \$40,000 for Momentous Events. \$55,000 was originally budgeted for an in-person event. The \$30,000 invoice is also in addition to the contract with CV Strategies for \$131,000. Catherine has gone back to Pam and Pam has agreed to lower it to \$20,000 which brings the expenditures back under budget. Catherine stated that the College cannot pay for the event because it is a mis-use of public funds, that is why they partner with the Foundation. After much discussion Tom Minder stated that he is uncomfortable approving this invoice until the Executive committee has an opportunity to see an itemized billing from CV Strategies. Once this goes through the Executive Committee, it will be brought back to the Finance Committee then back again to Executive Committee. Catherine Abbott also recommended future State of the College events become a part of the fundraising strategic plan and the budget will likely need to be increased. Catherine also informed the committee that is very likely this year's event was underbudgeted.

5.2 Follow-up Items	5.1 Task of	5.1 Due by
Item to go to Executive Committee then come back to Finance Committee	Tom Minder	April 21, 2021

6.0 Action Items

6.1 Approve the Financial Statements for January 31, 2021.

Barbara Fromm moved to approve the Financial Statements for January 31, 2021.

Barbara Foster Monachino seconded.

Motion carried.

6.1 Follow-up Items	6.1 Task of	6.1 Due by
None	None	None

7.0 Other Discussions

8.0 Adjournment

The Committee Chair adjourned the meeting at 4:04 pm.

Next Meeting: April 21, 2021 via ZOOM

Foundation Development Committee Meeting

Minutes for Thursday, March 18, 2021

2:00PM

Zoom Video

<https://cccconfer.zoom.us/rec/share/SBlsN6n6JzIhGExRno8Pzul-gVozuHCyX0eDI-lql0L35aQw-o4wkQ-3Afc95CF.hj1STQSt1FCJ481f>

Meeting Participants

Committee Members Present

Joanne Mintz (Chair), Barbara Foster Monachino, Carol Bell Dean, Jim Johnson, Marlene O'Sullivan, Jane Saltonstall, Jim Williams, Jim Greene

Committee Members Absent:

Peggy Cravens

Guest(s)

Kirstien Renna, Bill Chunowitz, Matthew Durkan, Liz Chambers

Recorder

Juli Maxwell

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 2:04 pm.

2. Action Items

2.1 Approval of Agenda: Foundation Development Committee Meeting of March 18, 2021 Agenda: Pursuant to Government Code Section 54954.2(b)(2), the Committee may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.2 Confirmation of Agenda: Approval of Agenda for the Development Committee Meeting of March 18, 2021 with any addition, correction or deletions.

2.2 Conclusion

Marlene O’Sullivan moved to approve the agenda with modifications. Barbara Foster Monachino seconded.

Motion carried unanimously.

3. Minutes

3.1 Approval of regular Foundation Development Committee Meeting Minutes – February 18, 2021.

The minutes were approved as presented.

4. Comments from the Public

4.1 Comments From The Public: Comments from the Public: In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted by email until March 17, 2021 at 5PM to codfoundation@collegeofthedesert.edu and read into the record during public comment.

There were no comments from the public received.

5. Stepping Up for College of the Desert 2021

5.1 Campaign Update – Matthew Durkan

Collateral was completed and mailed out to all donors. Donations are coming in via mail, and online. Matt has been working on calls from the LYBUNT list, last year but not this year), asking them for donations. Met with Nancy Harris at the Barker Foundation and will meet next week with Agua Caliente Tribe, and others will be scheduled in the next few weeks.

5.1 Follow-up Items

5.1 Task of

5.1 Due by

None	None	None
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5.2 Budget Review – Kirstien Renna

Kirstien presented the new Stepping Up Campaign budget that was realigned to match this year’s budget. Prior period funding was removed. Everyone agreed that this budget is easier to understand.

5.2 Follow-up Items

5.2 Task of

5.2 Due by

None	None	None
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5.3 Campaign Launch – Matthew Durkan

Structure is not up yet. The holdup is that the structure needs to be anchored on the property, and maintenance department has not figured out how to do this yet. Committee made a suggestion to make the structure re-usable year after year. Committee would like to see a picture of the structure to determine if it can be used for future campaigns. Committee would like to see if price can be negotiated since it is 3 months late. Joanne asked that committee members be advised of the status. Matt answered questions regarding the collateral mailing to Board members.

5.3 Follow-up Items	5.3 Task of	5.3 Due by
Update the committee on details of the structure including a visual, possible discounted price, and if structure can be used for future campaigns.	Cathy Abbott	4/24/2021

6. Legacy Leaders – Liz Chambers

Liz gave an update on Legacy Leaders. The Foundation will be getting between \$150,000 and \$200,000 from the sale of the home of Jackie Story, by the end of this fiscal year. Legacy Leaders will be sending out an eblast to current and former donors, a one-page information piece about bequests to encourage an after-life gift. Peggy Cravens would like to have an in-person get together to recognize Legacy Leaders at the end of May, but the event may need to be virtual. Event would be for Board members, Legacy Leaders and their guests.

6. Follow-up Items	6.1 Task of	6.1 Due by
None	None	None

7. Development Advisory Committee Reports

7.1 Annual Report Advisory Committee – Chair Jim Greene

Still waiting on approval. Board will get copies of this report. The report will be part of the COD annual report as we were last year. Foundation will get 250 copies to distribute.

7.1 Follow-up Items	7.1 Task of	7.1 Due by
None	None	None

7.2 Business Outreach Advisory Committee – Chair Jim Johnson

Nothing new to report. Things unclear regarding next years proposed budget, not sure what the process is or when the decision gets made. Kirstien is currently working on

developing the budget for this. At the end of this fiscal year there will be no funds remaining unless not all the monies are used. If internship continues, we need outside funds or funds added to the budget by Board's decision. After much discussion, Board needs to decide whether this as an item that should be funded on a regular basis.

7.2 Follow-up Items

7.2 Task of

7.2 Due by

None	None	None
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7.3 President's Circle Advisory Committee – Chair Carol Bell Dean

Culinary Adventures was a success. Committee wants to have the next PC event as a mixer at the Cork Tree for 50 people, that would cost just over \$1,900.00. Proposed event would be from 4:30 – 6:30, on one of 3 dates in April 27, 28, or 29. Bill added that staff involvement is prohibited until the College opens, so cannot participate in an in-person event until further notice. There was further discussion about an event happening without staff participation. Kirstien shared that we are waiting for the State to tell the college when they can open.

Barbara shared her proposal that she made a year ago, to do something like the Cabaret 88 event. It would be a President's Circle event would be held at CV Repertoire theater, and include the College's theater arts and music program. Theater department was on board. Barbara asked for feedback from committee for this event to take place on Thursday, January 6. Committee would need support from COD's theater and music programs, and will need Cathy to approach them with the idea.

7.3 Follow-up Items

7.3 Task of

7.3 Due by

Matt speak to Cathy to see if PC committee can plan an in-person event in early April.	Matthew Durkan	April 21, 2021
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7.4 Campus Tour/Donor Outreach Advisory Committee – Chair Jim Williams

Suggested stopping work on a video of a college tour and focus on one direction that Matt determines – such as utilizing existing student videos from State of the College in conjunction with the collateral for Stepping Up, for donor outreach until the campus reopens.

7.4 Follow-up Items

7.4 Task of

7.4 Due by

None	None	None
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8. Development Team Update

8.1 Report on Development Staff Activities – Matthew Durkan

Foundation received some good gifts, grant for Foster Youth for \$50,000, and 2 campaign donations from the collateral that went out, both donating \$10,000. These 2 donors hadn't donated in 3 years prior. Matt has started his fundraising plan. Matt shared his fundraising plan with the committee.

8.1 Follow-up Items	8.1 Task of	8.1 Due by
None	None	None

9. Future Agenda Items

10. Adjournment

The Chair adjourned the meeting at 4:11 PM.

Next Meeting: April 25, 2021, 2:00 pm