COLLEGE of the DESERT FOUNDATION

EXECUTIVE COMMITTEE

October 12, 2022, 1 PM to 2:30 PM

Location: HYBRID

In-person: Palm Desert campus, Cravens Center, Multi-Purpose Room

Zoom Meeting ID: 820 8850 3403 / Passcode: 115605
OR Dial (US): +1 669 444 9171

COLLEGE of the DESERT FOUNDATION

AGENDA

COLLEGE of the DESERT

Wednesday, October 12, 2022
Foundation Executive Committee Regular Meeting

1PM - 2:30 PM
Location: HYBRID
In person at the Palm Desert campus, Cravens Center, Multi-Purpose Room
Join Zoom Meeting
https://collegeofthedesert-edu.zoom.us/j/82088503403?pwd=Sk9hUnBjYnk2MXJyUVNuSVZ0ejNwdz09
Meeting ID: 820 8850 3403
Passcode: 115605
OR Dial (US): +1 669 444 9171
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COLLEGE OF THE DESERT FOUNDATION MISSION: College of the Desert Foundation acts as advocates for the College and secures financial support enhancing educational opportunities for all students.
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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.
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Persons with disabilities may make a written request for a disability-related modification or accommodation, including for auxiliary aids or services, in order to participate in the Board meeting. Requests should be directed to the Office of the College of the Desert Foundation ("Foundation") as soon in advance of the Board meeting as possible.
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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.
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Voting Committee Members:
Christine Anderson (Chair), Diane Rubin (Chair-Elect), Bill Chunowitz (Past Chair), Jake Wuerst (Treasurer), Barbara Fromm (Secretary), Barbara Foster Monachino (Director of Operations and Nominating), Tom Minder (Director of Resource Development and Stewardship), Jane Saltonstall (Director of Programs and Campus Connections), and Marge Dodge (Director of Recognition and Outreach.
Non-voting Members: Aurora Wilson (Board of Trustee Representative, Martha Garcia, EdD (COD President), Dave Vigo (Interim VP, Administrative Services) and Catherine Abbott (Executive Director).
Quorum (51%): 5

1. CALL TO ORDER/ROLL CALL

1.01 Call to order

1.02 Roll Call

2. AGENDA

2.01 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 2/3 vote of the Board, or (if less than 2/3 of the members are present, a unanimous vote of those 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.

2.02 Confirmation of Agenda: Approval of agenda for the regular Board meeting of October 12, 2022 with any additions, corrections, or deletions.

3. MINUTES

3.01 Approval of September 14, 2022 Foundation Executive Committee Regular Meeting Minutes

4. PUBLIC COMMENTS

4.01 Public Comments: In accordance with Senate Bill 361 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted in person, by email to codfoundation@collegeofthedesert.edu and read into the record during public comment or by using the raise your hand function by joining the Zoom link. There is a time limit of three (3) minutes per person. All comments must be submitted or brought forward prior to the end of the public comments section. Persons with disabilities may make a written request for a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the Committee meeting. All requests should be directed to the Foundation in advance.

5. REPORTS ITEMS

5.01 Administrative Comments

5.02 Directors' Reports (Reports may be submitted by emailing the Foundation at codfoundation@collegeofthedesert.edu)

6. DISCUSSION ITEMS

6.01 October 25, 2022 - Leadership Meeting

6.02 Annual Meeting DRAFT Agenda

7. ADJOURNMENT

7.01 Adjournment

7.02 Next Meeting: Wednesday, Nov 9, 2022, at 1:00 PM, at COD Cravens & Zoom

COLLEGE of the DESERT FOUNDATION

MINUTES FOR APPROVAL

Foundation Executive Committee Regular Meeting
Wednesday, September 14, 2022

1. CALL TO ORDER/ROLL CALL
Call to Order/Roll Call: 1.01 Call to order
The Board Chair called the meeting to order at 1:03 PM.
Members present: Christine Anderson, Diane Rubin, Jake Wuest, Barbara Foster Monachino, Tom Minder, Jane Saltonstall, Marge Dodge, Martha Garcia, Catherine Abbott, Aurora Wilson, and Dave Vigo.

2. AGENDA
Procedural: 2.02 Confirmation of Agenda
Approval of agenda for the Executive Committee Meeting of September 14, 2022 with any additions, corrections, or deletions.
Motion by Tom Minder, seconded by Diane Rubin. Motion carried unanimously.

3. MINUTES
Minutes: 3.01 Approval of April 6, 2022 Foundation Executive Committee Regular Meeting Minutes
Motion by Tom Minder, seconded by Barbara Foster Monachino.
Final Resolution: Motion carries.
Yea: Christine Anderson, Diane Rubin, Jake Wuest, Barbara Foster Monachino, Tom Minder, Jane Saltonstall, and Marge Dodge.

4. PUBLIC COMMENTS
Procedural: 4.01 Public Comments
In accordance with Senate Bill 361 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed and will be accepted in person, by email to codfoundation@collegeofthedesert.edu and read into the record during public comment or by using the raise your hand function by joining the Zoom link. There is a time limit of three (3) minutes per person. All comments must be submitted or brought forward prior to the end of the public comments section. Persons with disabilities may make a written request for a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the Committee meeting. All requests should be directed to the Foundation in advance.
No public comments.

5. CONSENT ITEMS
Consent: 5.01 A Resolution of the Board of Directors of the College of the Desert Foundation Making Findings and Determinations Under AB 361 for Continued Virtual Meetings
Motion by Jake Wuest, second by Jane Saltonstall.
Final Resolution: Motion Carries
Yea: Christine Anderson, Diane Rubin, Jake Wuest, Barbara Foster Monachino, Tom Minder, Jane Saltonstall, Marge Dodge

6. REPORTS ITEMS
Reports: 6.01 Directors' Reports
(Reports may be submitted by emailing the Foundation at codfoundation@collegeofthedesert.edu)
Christine Andersen reported:
- Joan Mintz' July 2022 Board resignation
- Bill Chunowitz was recognized by Ronald McDonald House Charities for philanthropic donation to Northwestern Prentice Women's Hospital in Chicago.
- Marge Dodge has been appointed as a member of the Palm Springs Project Advisory Committee. The Palm Springs Project Advisory Committee is pending to be approved at the September 15, 2022 Board of Trustees Meeting.

Dr. Martha Garcia reported increased headcount in enrollment by 1,200 students, 100 students away from meeting Fall 2020 headcount enrollment.

Tom Minder reported Stepping out for COD signed a contract with the Ricky Nelson Tribute.

Marge Dodge reported:
- 5 COD students were selected for the Learning to Lead program, class of 2023.
- Academic Angels Committee and President's Circle Committee updates (i.e., 2022-2023 events: November 3, 2022 Welcome Back Tea, Spring 2023 Fundraising Event).

Jake Wuest reported Finance and Investment Committee updates.

Tom Minder reported an attorney was hired for the Diane Heitman Trust.

Catherine Abbott reported:
- Stepping Out for COD's pre-event is in planning stages and will be held at the Palm Desert HILB, in the Tutoring Center.
- Play Hooky-El Paseo, November 18, 2022 event, where local El Paseo businesses are joining to support the Foundation with 15% of their sales.
- COD Foundation Office will host their first-ever Open House on Giving Tuesday, November 29, 2022 event.
- Donor contribution updates (i.e., Nancy Bonner Estate, Diane Heitman Trust, 2023 State of the College sponsorships, California College Pathways Fund Grant for foster youth)
- Grant application updates (i.e., Richard Brooke Foundation for EDGE/plEDGE, Student Emergency Fund, Schlinger-Chrisman Foundation for CODe on the Road, Southern California EDISON for STEM)
- November 2, 2022, Annual Planning Board Session will be held at the Big Horn Country Club where Chief Communications Officer, Ginger Ontiveros, from San Bernardino City Unified School District will facilitate the Board retreat.

7. DISCUSSION ITEMS
Discussion: 7.01 State of the College (SoC) Update
Catherine Abbott reported MAAS is the SoC presenting sponsor.

Marge Dodge reported SoC will be at Renaissance Esmeralda, Indian Wells, on October 26, 2022.

Discussion: 7.02 Board Designated Funding DRAFT
Discussion on proposed allocation for additional funding based on recommendations from program reviews/program needs.
COD Workforce Development Internship Program funding discussion.
Catherine Abbott reported Peggy Jacobs donated $5,000 for interns at Coachella Valley Repertory (CV Rep) and requested the Board match the donation for 2 additional CV Rep interns.
Catherine Abbott recommends:

- Board pay out the remaining Bruce Fessier fund for Journalism and fundraise for the Workforce Development Internship Scholarship Fund.
- Allocate funds for CV Rep interns

Discussion: 7.03 Strategic Plan DRAFT

8. ACTION ITEM
Action: 8.01 Board Designated Funding DRAFT
Tom Minder requests the Board disburse the Desert Sun intern funding, utilize the Bruce Fessier fund, and allocate any remaining funding to a non-allocated internship program as needs arise (i.e., CV Rep interns).
Motion by Tom Minder, second by Diane Rubin.
Final Resolution: Motion Carries
Yea: Christine Anderson, Diane Rubin, Jake Wuest, Barbara Foster Monachino, Tom Minder, Jane Saltonstall, and Marge Dodge.

9. ADJOURNMENT
9.01 Next Meeting: Wednesday, Oct 12, 2022, at 1:00 PM
9.02 Adjournment
Chair adjourned the meeting at 2:27 PM.

October 25, 2022
Leadership Meeting Agenda
DRAFT

College of the Desert Foundation

Executive Leadership Planning Meeting

Tuesday, October 25, 2022, from 1pm to 3pm

Location:

AGENDA

1) Purpose: Celebrate the past year and plan for the future

2) Review last year’s areas of focus and determine outcomes

3) College input/requests

4) Cathy’s input

5) Brainstorm focus areas from the Executive Committee perspective

6) Discuss focus areas and get clarity

7) Prioritize the most important focus areas for this year (Spend a dot)

2022.23 Strategic Plan Initiatives

(July 1, 2021 – June 30, 2022)

The College of the Desert Foundation sits at a tipping point. We experienced significant growth in 2020-2021 increasing our assets to $55 million, marking it as one of the most robust Foundations in the California Community College system. Despite a pandemic and ongoing discourse in the community, our initiatives have engaged new donors who can help us further accelerate our mission in the community and impact for our students. We attracted quality leaders to fill our Board of Directors all who serve as dedicated ambassadors to the Foundation. The momentum we have built sets us up well for future growth, it demands we continue to grow and what is most impressive is that because of your efforts the Foundation is being noticed as we place a big spotlight on the work we have accomplished together for College of the Desert. This year alone, we have increased our giving by 58%.

Thankfully, in 2020, we received a generous gift from McKenzie Scott. Yes, it is an “outlier”, but we must be grateful because the generous funding is here and providing us with an injection of resources, we didn’t dream possible to help serve COD in such a short amount of time! However, we cannot stop there! Recognizing our continued need to grow, the Board has graciously approved an additional resource development staff person. Until now, the Foundation has been understaffed on the resource development side of the house. When this individual is onboarded, together we will identify key strategies for seeking additional resources to support our mission.

This Strategic Plan applies a recommendation of additional growth to our work in 2022/23. It also provides a clear road map for our staff and Board leadership to engage in our success. Because you lend your valuable gift of time, treasure, and talent to this Foundation, together we will advance our ability to serve our community and the students in it!

Thank-you!

Catherine

DEVELOPMENT GOALS AND OBJECTIVES

INCREASE THE <u>NUMBER OF PEOPLE AND ORGANIZATIONS</u> WHO GIVE TO THE FOUNDATION

DIRECT FOUNDATION BOARD SUPPORT FOR COD (See excel spreadsheet below)

- Increase Giving Revenue to COD by **$190,000**
  - Tactic 1 – Establish Board Designated Funding to enhance college priority programs. **($140,000)**
  - Tactic 2 – Launch Campus Wide Grants program to fund innovative and creative projects for programs and students. **($30,000)**
  - Tactic 3 – Allocate funding to the President's Fund supporting needs and priorities for the office of the president. **($20,000)**
- Allocations to COD
  - Tactic 1 – Build new Campus Grants Committee involving Board and College Constituency
  - Tactic 2 – Designate $26,000 of Board Designated Funding to support paid internship programs

INDIVIDUAL DONORS – Goal -$2600 annually

- Inspire a total of 20 new employees to give to the Foundation through payroll deduction.
  - Tactic 1 – Hold Foundation Open House on/near Giving Tuesday and ask for a minimum investment of $25 monthly and at least 2 President Circle memberships. (Durkan, Brown, Abbott)
  - Tactic 2 – Solicit a targeted group of DCCD Administration to enroll in annual payroll deduction. (Abbott)
  - Tactic 3 – Send out email on behalf of the COD President to encourage payroll deduction.
- Motivate individuals from the Community who are new or may renew to COD to contribute to the Fund for Student Success.
  - Tactic 1 – Secure a gift from 25 previous donors who did not give in 2021-22 by June 2023. (Durkan) **$500 x 25 = $12,500**
  - Tactic 2 – Engage, through Direct Mail and membership group campaigns – at least 50 first time gifts. (Durkan, Brown) **$100 x 50 = $5,000**
  - Tactic 3 – Create community presentations for country clubs and membership groups, introducing COD and its impact on the community.
  - Tactic 4 – Host 2 in home dining experiences - **$20,000 x 2 - $40,000**
  - Tactic 5 – Secure at least 2 new President Circle memberships from each campus tour **$2,000 x 10 = $20,0000**

FOUNDATION INFRASTRUCTURE

POLICIES AND PROCEDURES

- Advance work on Bylaws and Master Agreement. Complying with Foundation restructuring and reorganization.
    - Tactic 1 – Bring to Finance and Investment for review
    - Tactic 2 – Brief Superintendent/President regarding changes to guiding documents
    - Tactic 3 – When finalized bring to BOT for approval
    - Tactic 4 – Review Bylaws annually

ADVANCEMENT PLAN – Salary policy

- Work with Superintendent/President to review and consider advancement plan to support Foundation.
    - Tactic 1 – Review with Foundation Board to garner additional support for the plan.
    - Tactic 2 – Prepare staggered approach to offer the College opportunity to pilot the new relationship with the Foundation.

MASTER AGREEMENT

- Revise and update Master Agreement
    - Tactic 1 – Outline new relationship with District
    - Tactic 2 – Present to Board of Directors agreed upon terms
    - Tactic 3 – Bring to BOT for District approval

FORTIFY THE FOUNDATION'S FUTURE

40th ANNIVERSARY

- Collaborate with Stepping Out Committee to develop signature 40th Anniversary event.
    - Tactic 1 – Create opportunities for community involvement to bring public awareness to the Foundation's 40 years of impact on the Foundation
    - Tactic 2 – Leverage existing events (i.e, President's Circle, Academic Angels, State of the College, Legacy Leaders) to continue to promote the 40th Anniversary
    - Tactic 3 – Deploy marketing material with branding for the 40th
    - Tactic 4 – Create year long (quarterly) celebrations recognizing the major milestone for the Foundation

10 YEAR COMPREHENSIVE CAMPAIGN

- Launch feasibility study to determine if campaign is viable
    - Tactic 1 – if so, outline Campaign details

- Tactic 2 – if so, by 12/31/23 Launch fundraising campaign raising $40 million over 10 years:
    - Fund EDGE/plEDGE in perpetuity
    - Support Foster Youth programs and services
    - Outfit Athletics with new equipment
    - Increase Fund for Student Success by $500,000
- Tactic 3 – Announce launch of 40th Anniversary campaign with year-end culminating event at Garry Kief's house with special performance by Barry Manilow
- Tactic 4 – Involve students in all programming

FOUNDATION STAFF

SET GOALS AND OBJECTIVES TO IMPROVE FOUNDATION STAFF PERFORMANCE

- Executive Director –
    - Close on one naming opportunity gift on the Palm Desert campus
    - complete feasibility study to launch 10 year campaign
    - Increase fundraising by at least 4X salary
- Database Manager – Create and complete operations manual for FR50 program
- Foundation Accountant – Guidestar input to achieve Platinum Transparency Status
- Foundation Accounting Specialist -
- Director of Development – Increase unrestricted fundraising by at least 4X salary
- Scholarship Assistant / Executive Assistant – Update and Revise Office Procedures Manual
- Executive Director – Close at least one named gift for building on Palm Desert Campus
- Resource Development Specialist – Increase fundraising by at least 4X salary
- Foundation Planned Giving Consultant – Increase board participation in Legacy program by 2%

BOARD OF DIRECTORS

- Create policy establishing Emeritus Status for former longtime board members
- Set individual goal to introduce at least 2 new potential friends / donors to the Foundation
- Create Diversity policy
- Further define the roles of the Executive committee Directors **(See goals below)**
- Complete the MOU initiative
- Implement the Advancement policies or if not possible develop policy that shares the costs of the Foundation staff with the college
- Expand the Academic Angels Leadership Initiative and donations
- Create Campus grants program and implement the first round

(Please call each committee chair and ask them what their goal is and write it here CA)

DIRECT BOARD SUPPORT	TACTICS	COMPLETION DATE	RESPONSIBLE PARTY
Allocate Revenue to COD through established Board Designated Funding - $190,000	1. Develop Campus Grants program to fund innovative and creative projects 2. Allocate funding to the President's fund of $20,000 for 2022-23 fiscal year	• Fall 2022 • Fall 2022	• Foundation ED / Committee Chair • Foundation Board
Allocations	1. Develop Campus Grants committee made up of board members, campus constituencies and community volunteers 2. Designate $60,000 of newly created Board designated funding to support workforce development paid internship opportunities	• Fall 2022 • Fall 2022	• Foundation ED / Committee Chair • Foundation Board

INDIVIDUAL DONORS	TACTICS	COMPLETION DATE	RESPONSIBLE PARTY
Inspire 20 new COD employees to enroll in payroll deduction **Raise - $2600**	1. Hold Foundation Open House on Giving Tuesday 2. Bring Foundation Board members to meet campus constituency groups 3. Solicit prizes to be given away during one day event 4. Solicit targeted group of DCCD Administrators 5. COD President solicitation letter	• November 29, 2022 • November 29, 2022 • October 15, 2022 • December 31, 2022 • October 31, 2022	• Staff • Staff • Staff / Board • ED/Director of Development • Consultant
Motivate first time or renewing donors to give to COD – **Raise $27,500**	1. Secure 25 new or renewing gifts of $500 from donors who did not give in 2021-22 2. Engage through Direct Mail and membership campaigns at least 50 first time gifts of $100.00 3. Create and conduct 5 community presentations introducing COD to country club and local membership groups 4. Host 2 inhome dining experiences with specific asks - $50,000 5. Secure at least 2 new PC Gifts through each campus tour conducted (20 total) = $10,000	• June 30, 2023 • June 30, 2023 • May 31, 2023 • May 1, 2023	• DOD • DOD • Resource Development Specialist • Resource Development Specialist

FOUNDATION INFRASTRUCTURE	TACTICS	COMPLETION DATE	RESPONSIBLE PARTY
Policies and Procedures – Advance Work on Bylaws and Master Agreement	1. Bring to Finance and Investment for review 2. Brief Superintendent/President regarding changes to guiding documents 3. Add to BOT agenda for approval 4. Review Bylaws annually for continuity	• Summer 2022 • Summer 2022 • Summer 2022 • TBD	• ED • ED • ED • Finance and Investment
Advancement Plan	1. Work with Superintendent/President to review and consider advancement plan supporting Foundation staff 2. Review with board of directors to garner additional support 3. Prepare staggered approach as a pilot program	• Fall 2022 • Fall 2022 • Fluid	• ED / Board Chair • ED/Board Chair • District
Master Agreement – With BOT approval	1. Outline new relationship with District 2. Present to Board of Directors to understand agreed upon terms 3. Bring to BOT for District approval	• Fall 2022	• ED • ED • Supt. Prez

BOARD OF DIRECTORS	TACTICS	COMPLETION DATE	RESPONSIBLE PARTY
Board Involvement increases engagement and support for the Foundation	1. Create Policy establishing Emeritus Status for former longtime board members 2. Set Individual goal to introduce at least 2 new potential friends /donors to the Foundation 3. Create Diversity Policy 4. Further define the roles of the Executive Committee Directors 5. Complete the MOU initiative 6. Implement the Advancement policies or if not possible develop policy that shares the costs of the Foundation Staff with the College 7. Expand the Academic Angels Leadership initiatives and donations 8. Create Campus Grants program and implement first round	• Summer 2022 • Spring 2023 • Spring 2023 • December 2022 • Fall 2022 • Fluid • Fluid • Spring 2023 • Fall 2022	• Foundation Board / ED

FORTIFY THE FOUNDATION'S FUTURE	**TACTICS**	**COMPLETION DATE**	**RESPONSIBLE PARTY**
40th Anniversary	1. Collaborate with Stepping Out Committee to bring public awareness to the Foundation's impact on the Foundation over the last 40 years 2. Leverage existing events (PC, AA SOC, LL) to enhance promotion 3. Deploy marketing material with purposeful branding 4. Create year long celebrations recognizing the major milestone	• Summer 2022 • Stepping Out Committee • Board of Directors • Fall 2022 / Spring 2023 • Fall 2022	• ED/DOD/HR ADVANTAGE • Staff • Staff
Launch 10-year comprehensive campaign	1. Conduct feasibility study to determine if campaign is viable 2. If so, outline campaign details 3. If so, by 12/31/23 launch fundraising campaign to raise $40 million in 10 years 4. Announce launch during year-end culminating event 5. Involve students in all programming	• Launch completion Winter 2023	• ED • ED/DOD • Foundation Board • Foundation Board • Foundation Board / Staff

FOUNDATION STAFF – Set goals and objectives to improve Foundation Staff Performance	**TACTICS**	**COMPLETION DATE -- Fiscal Year 2022/23 WHO IS RESPONSIBLE?**
DATABASE MANAGER	1. Create and complete operations manual for FR50 database	Amanda McCarthy
FOUNDATION ACCOUNTANT	1. Work with Guidestar online platform to achieve Platinum Transparency Status	Kirstien Renna
SCHOLARSHIP ASSISTANT / EXEC ASST.	1. Update and Revise Office Procedures Manual	Juli Maxwell
RESOURCE DEVELOPMENT SPECIALIST	1. Increase unrestricted fundraising by at least 2X salary	??
DIRECTOR OF DEVELOPMENT	1. Increase unrestricted fundraising by at least 2X salary	Matthew Durkan
PLANNED GIVING CONSULTANT	1. Increase board participation in Legacy program by 2%	Gailya Brown
EXECUTIVE DIRECTOR	1. Close on one naming opportunity gift on the Palm Desert campus 2. Complete feasibility study to launch 10 year campaign. 3. Increase unrestricted fundraising by at least 2x salary	Catherine Abbott

Director and Officer 2022.23 Goals	**Goal 1**	**Goal 2**
Diane Rubin **Make sure we have measurable goals**	Involving more people on campus tours to encourage them to join President's Circle. Objective is to expand our donor base. Consider other groups who belong to sororities – Promises Made, Promises Broken etc. Take more leaders on the tour who may at one point be considered a possible board member.	Look into ways to partner with other groups in the Valley which have a like interest. Ophelia PSAM Boys and Girls Club
Jake Wuest **Make sure we have measurable goals**	Establish Key Performance Indicators for the organization (i.e. cash on hand, burn rate, year over year growth, donor retention rate, pledge fulfillment, donor churn (donors lost), new donors acquired, number of donors/donations). Set an appropriate threshold for unrestricted assets / expenses so Finance Committee can provide clarity to the Board on the state of our financial position. For example, we could decide that having one year of operating expenses within unrestricted assets is a good benchmark.	Establish a more comprehensive donor database distinguished by time/talent/treasure. Increase donor reporting to better determine how donations are sourced. Continual Board training on budget review and financial performance metrics.
Barbara Foster	Bring the 2022 audit process to a successful close by presenting the audit report for review and approval of the Board as a whole within the time limits specified by the California Non Profit Integrity Act of 2004.	Update the stated purpose of the audit committee to reference the points made at the board retreat of October 2021, that is, to specifically state the Foundation's commitment to adherence to The California Non Profit Integrity Act of 2004 and to mirror the specific language of the Act in connection with the auditing requirements. To have a clear statement of the "Fraud Policy" that the Audit Committee, under the present Statement Of Purpose, is responsible to maintain and administer.

College of the Desert Foundation

Annual Meeting DRAFT Agenda

DRAFT AGENDA

FOUNDATION BOARD OF DIRECTORS ANNUAL RETREAT

NOV. 2, 2022

9 A.M. – 4 P.M.

BIGHORN COUNTRY CLUB "THE HUB"

9:00 a.m. – 9:30 a.m. Breakfast

9:30 a.m. – 9:35 a.m. – Welcome from Chairperson Christine Anderson

9:35 a.m. – 9:40 a.m. - Welcome from Dr. Garcia

a. Include highlights and accomplishments of the College

9:45 a.m. – 11:00 a.m. Board Meeting

a. Regular Business of the Board
b. Mission Moment
    a. Presentation from the Black Student Success Center
c. Reports
d. Financials and Audit
    a. Presentation from Eide Bailey
    b. Approval
    c. Adjourn

11:00 a.m. – 11:15 a.m. – BREAK

11:15 a.m. – 11:30 a.m. – Introduction of our Facilitator – Ginger Ontiveros

a. A little bit about her background
b. Overview of the days activities

11:30 a.m. – 12:00 p.m. – Strategic Plan Presentation

12:00 p.m. – 12:30 p.m. - LUNCH

12:30 p.m. – 1:30 p.m. – Board Roles

a. We have a new structure. Let's break out into the groups and determine our goals, objectives and outcomes for the year.
b. Report out by groups

1:30 p.m. – 1:45 p.m. – Where/How does the Board plug in?

1:45 p.m. – 2:15 p.m. – Presentation by Work Experience

2:15 p.m. – 2:30 p.m. – BREAK

2:30 p.m. – 3:30 p.m. –Faculty and Staff panel

a. Questions and Answers

3:30 p.m. – Adjourn

3:30 p.m. - 5:30 p.m. Reception w/ the Faculty

Next Meeting:
Wednesday, November 9, 2022
Hybrid: COD Cravens Multi-Purpose Room & Zoom