



Foundation Executive Committee Meeting Minutes for Thursday, November 12, 2020

1:00PM

Zoom Video:

<https://cccconfer.zoom.us/j/92041550333?pwd=dEpWajdvVTFaUmd3UkIrK1h5TGZBQT09>

Meeting Participants

Committee Members Present

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

Non-Voting Committee Members Present

Joel Kinnamon and John Ramont

Committee Members Not Present

Christine Anderson, Ruben Perez and Catherine Abbott

Recorder

Eve-Marie Dehondt

Guests:

Matthew Durkan

Meeting Minutes

1. Call to Order/Roll Call

The meeting was called to order at 1:03PM.

Catherine Abbott left the meeting at 1:04PM and joined back at 2:00PM.

Jane Saltonstall joined the meeting at 1:06PM.

John Ramont joined the meeting at 1:20PM.

2. Action Items

2.1 Approval of Agenda: Regular Foundation Executive Committee Meeting of November 12, 2020 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 Executive Committee Meeting of November 12, 2020 with any addition, correction or deletions.

Bill Chunowitz required adding item 5.4 to discuss an additional Foundation Board meeting and an Executive Committee meeting in February 2021.

2.1 Conclusion

Barbara Fromm moved to approve the agenda as updated, Joanne Mintz seconded.

Motion carried.

2.1 Follow-up Items

2.1 Task of

2.1 Due by

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 – September 24, 2020.

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 November 11, 2020 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 Follow-Ups Items from Finance & Investment Committee Meeting:

5.1.1 Creation of a Debt Policy

The Executive Committee discussed the draft Debt Policy that was distributed in the material packet.

In the memo, there was a note that this should be either a By-Laws provision or a policy requirement. The Committee recommended keeping this as a policy requirement, for management purposes.

The Executive Committee approved the Finance & Committee Ad-Hoc Committee's recommendation that board approval should be required for the issuance of any debts instruments with a principal amount in excess of \$ 25,000.

5.1.1 Conclusion

Tom Minder moved the approval of the proposed Debt Policy, as a policy requirement, recommending that board approval should be required for the issuance of any debts instruments with a principal amount in excess of \$ 25,000. Diane Rubin seconded. Motion carried.

5.1.1 Follow-up Items	5.1.1 Task of	5.1.1 Due by
None	None	None

5.1.2 Minimum amount of a contract which requires Board approval that binds the Foundation.

Tom Minder indicated that the Finance & Investment Ad-Hoc Committee met and discussed the minimum amount of a contract which requires Board approval that binds the foundation. They were reminded that an existing policy was already in place and previously approved by the Board.

5.1.2 Conclusion

The Ad-Hoc Committee recommended continuing to follow that policy.

5.1.2 Follow-up Items	5.1.2 Task of	5.1.2 Due by
None	None	None

5.1.3 Discuss the 23% represented by Fundraising Expenses and Management & General Expenses

Tom Minder indicated that the Finance & Investment Ad-Hoc Committee discussed the 23% represented by Fundraising Expenses and Management & General Expenses and provided information on what was discussed. Bill Chunowitz stated that Catherine Abbott was planning on providing a five-year report showing fundraising expenses, and management and general expenses percentages to the Executive Committee today, however, due to unforeseen circumstances; she was not able to attend the meeting.

5.1.3 Conclusion

The Committee asked to table this item for further discussion and recommended scheduling a Special Committee meeting before the next Board meeting to discuss this topic.

5.1 Follow-up Items	5.1 Task of	5.1 Due by
The Committee asked to schedule a Special Committee meeting to discuss this item.	Catherine Abbott	December 2, 2020

5.2 Status of the College of the Desert Foundation By-Laws and Master Agreement By and Between College of the Desert Foundation and Desert Community College District

Tom Minder informed the Committee that there were no report available at this time as he is currently working on this with Catherine Abbott.

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

5.3 Long term strategy by the College as it relates to international aspects and future technology

Dr. Kinnamon reported that College of the Desert is currently working on how to obtain CENIC 100GB per second broadband access throughout Coachella Valley. The College has worked with Coachella Valley economic partnership on the Palm Springs Campus, trying to get business partners and to attract more high tech

businesses in the hope of providing some high technology training, comparable to what is provided within the Silicon Valley. The pandemic put a light on access issues of a large portion of the population of the Coachella Valley, and some of the cities and other groups were looking into obtaining the broadband independently. The College has worked on avoiding duplication of efforts by investing on this project. The 100GB broadband would help the College design different type of programs in new technology and emerging fields such as artificial intelligence and cyber security, which would be attractive to students, including international students. Given the pandemic, having a permanent online program would allow international students who are not able to access the territory physically to still attend COD. The Foundation could also work on obtaining some extra funding for this project.

The Committee agreed to move this item to the Full Board Meeting of December 2, 2020 for further discussion.

5.3 Follow-up Items	5.3 Task of	5.3 Due by
The Committee asked to add this discussion on the Board meeting on December 2, 2020 agenda.	Catherine Abbott	December 2, 2020

5.4 Foundation Board of Directors Meeting and Executive Committee meeting additional meeting in February 2021

Bill Chunowitz proposed adding a Board of Directors Meeting on February 24, 2021 and an Executive committee meeting on February 10, 2021.

5.4 Conclusion

Diane Rubin made the motion to add an Executive Committee Meeting on February 10, and a Board Meeting on February 24, 2021, Jane Saltonstall seconded. Motion carried. The Committee will bring the additional February Board meeting date for approval at the December 2, 2021 Board meeting.

5.4 Follow-up Items	5.4 Task of	5.4 Due by
The Committee asked to add this item for Board approval at the December 2, 2020 the Board meeting.	Catherine Abbott	December 2, 2020

6. Adjournment

The Chair adjourned the meeting at 1:51PM.

Next Meeting: Wednesday, January 13, 1PM - Zoom