



# Foundation Development Committee Meeting

## Minutes for Thursday, January 20, 2022

**2:00PM**

Zoom Video  
[VIDEO](#)

### Meeting Participants

#### Committee Members Present

Joanne Mintz (Chair), Leslie Usow, Carol Bell Dean, Jim Greene, Carol Fragen, Jane Saltonstall

#### Committee Members Absent:

Jim Johnson, Jim Williams, Peggy Cravens

#### Guest(s)

Matthew Durkan, Liz Chambers, Catherine Abbott, Gailya Brown

#### Recorder

Juli Maxwell

### Meeting Minutes

#### 1. Call to Order/Roll Call

The meeting was called to order at 3:46 pm.

#### 2. Action Items

##### 2.1 Approval of Agenda: Foundation Development Committee Meeting of January 20, 2022

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 January 20, 2022 with any addition, correction or deletions.

## 2.2 Conclusion

Jim Greene moved to approve the agenda with modifications. Jane Saltonstall seconded.  
Motion carried unanimously.

## 3. Minutes

### 3.1 Approval of regular Foundation Development Committee Meeting Minutes November 11, 2021.

The minutes were approved as presented.

## 4. Comments from the Public

**4.1 Comments from the Public:** In accordance with Assembly Bill 361 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. Questions will be accepted by email to [codfoundation@collegeofthedesert.edu](mailto:codfoundation@collegeofthedesert.edu) and read into the record during public comment. Persons who wish to speak to the Board on any item not already on the agenda may do so at this time. There is a time limit of three (3) minutes per person and fifteen (15) minutes per topic, unless further time is granted by the Board. This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used. Requests should be directed to the Foundation as soon in advance of the Board meeting as possible.

There were no comments from the public received.

## 5. Discussion Items

### 5.1 Stepping Out for COD Update – Jane Saltonstall

Jane Saltonstall informed the committee that the Stepping Out Committee is working mostly on obtaining sponsorships to achieve the goal of \$500,00. Date is changed for the pre-party to the week before the event, March 24. Ticket sales is the next push from the committee.

#### 5.1 Follow-up Items

#### 5.1 Task of

#### 5.1 Due by

None	None	None
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### 5.2 President's Circle Update – Carol Bell Dean

Committee met on January 6, the Corktree cocktail party will not be happening due to time constraints and the situation with the uptick of COVID-19. The next event is a cocktail party at Rob Moon's home on April 8<sup>th</sup>. Committee is working on having President's Circle members attend the campus tours. J. McGlaughlin event was able to donate to COD the amount of \$2,347.00.

#### 5.2 Follow-up Items

#### 5.2 Task of

#### 5.2 Due by

None	None	None
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### 5.3 Annual Report Update – Jim Greene

No update yet. Will begin work on this shortly.

#### 5.3 Follow-up Items

#### 5.3 Task of

#### 5.3 Due by

5.3 Follow-up Items	5.3 Task of	5.3 Due by

### 5.4 Stewardship Opportunities

The committee was not able to change their name until the bylaws are changed, then the committee will become the Stewardship Committee.

#### 5.3 Follow-up Items

#### 5.3 Task of

#### 5.3 Due by

5.3 Follow-up Items	5.3 Task of	5.3 Due by

### 5.5 Campus Tours starting Mid-February – Matt Durkan/Joanne Mintz

5.5.1 Rotate Committee and Board Members to accompany tours

5.5.2 Follow-up with those attending tours

Tours will start on February 23. This is subject to change due to the rise in COVID-19 cases. Committee discussed having a member of the Development Committee attending the tours as well, and directly contacting the people that are touring to ask them to join President’s Circle or somehow get involved. campus tour. Joanne would like to see the form that the participants will be asked to complete. Matt to ask Chris Anderson to be a part of the first tour. Committee discussed Sherry Schroeder being involved in these tours as she has already expressed interest. Applications for PC and AA will be available on the tour as well. Committee discussed making personal phone calls to all attendees thanking them and asking them to join either PC or AA.

#### 5.3 Follow-up Items

#### 5.3 Task of

#### 5.3 Due by

5.3 Follow-up Items	5.3 Task of	5.3 Due by
Send form for the tours to Joanne Mintz	Matthew Durkan	ASAP

### 5.6 Scholarship Donors

Committee discussed ways to steward donors. Reaching out to scholarship donors was one way to do this. Gailya will pull together info on those that have given \$1000 or more to a scholarship, and these donors would get a call from one of the committee members. Names will be sent to the committee members and they will be given the details of the scholarship so that the calls can be made. Any questions received from donors can be diverted to Matthew Durkan. New details learned about the donor

should be noted and information sent to Gailya Brown to update their records.

**5.3 Follow-up Items**

**5.3 Task of**

**5.3 Due by**



**5.7 Legacy Leaders**

Liz reported on the current state of Legacy Leaders. Gailya Brown will be taking over for Liz coming next month when Liz retires. \$943,000 cash is currently received, and Foundation is expecting another \$300,000 before end of year from Legacy Leaders. Gailya suggested that committee members steward these people with contact in some way. By next meeting, Joanne and Gailya should have plan formulated for committee to review.

**5.3 Follow-up Items**

**5.3 Task of**

**5.3 Due by**



**6. Future Agenda Items**

None

**7. Adjournment**

The Chair adjourned the meeting at 4:42 PM.

**Next Meeting: February 17, 2022 – 3:45 pm**