

COLLEGE OF THE DESERT ALUMNI ASSOCIATION
Regular Meeting of the Board of Directors
MINUTES for Thursday March 24, 2022, 11AM – 12PM
43500 Monterey Ave Palm Desert CA 92260
Alumni Center Building
Meeting held by video conference

Persons with disabilities may make a written request for 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 Alumni Association as soon in advance of the Board meeting as possible. The Alumni Association minutes of the meeting are the official record of the actions of the Board. The Alumni Association meetings are governed by the Ralph M. Brown Act (California Code 54950 through 54962). The Alumni Association operates in accordance with the Non-Profit Benefit Corporations Law.

Board Members (7)

Sara Butler, Katie Chartier, Diana Galindo, Bea Gonzalez, Ricardo Loretta, Carlos A. Maldonado, John Ramont

Non-Voting Board Members (1)

Betsy Young

Quorum: Majority of sitting members.

Subject to Brown Act: Yes

1. Call to Order/Roll Call

1.1 Call to Order

The meeting was called to order at 11:01 by John Ramont. Sara Butler, Katie Chartier, Bea Gonzalez, and Ricardo Loretta present. Diana Galindo and Carlos A. Maldonado absent.

2. Agenda

2.1 Regular Alumni Association Board of Directors Meeting of March 24, 2022 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).

2.2 Confirmation of Agenda:

Approval of agenda of the Regular Alumni Association Board of Directors Meeting of March 24, 2022, with any additions, corrections, or deletions.

The agenda was approved as presented.

3. Minutes

3.1 Approval of the February 24, 2022, Alumni Association Board of Directors minutes.

The meeting minutes of February 24, 2022 were approved as presented.

4. Comments from the Public

4.1 Comments from the Public: Persons who wish to speak to the Board should complete the "request to address the Board" form and present it to the secretary. 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. 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 Alumni Association as soon in advance of the Board meeting as possible.

No public comments.

5. Consent Agenda

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.

5.1 Approve the Financial Statement for the period ending January 2022. John Ramont pulled this item for discussion. After a brief discussion Ricardo Loretta made a motion to approve the January financials and Kate Chartier seconded. Motion approved unanimously.

6. Reports

6.1 Audit presentation by Brandon Harrison of Eide Bailey. The Alumni Association received the highest opinion with no areas of concern.

6.2 Board Members- Bea Gonzalez stated she wanted to acknowledge the efforts of staff and they are doing an amazing job and she thanks them.

Ricardo Loretta- Staff is on top of everything and the Street Fair is running very well with a good feel and climate and expressed kudos to Betsy and her team.

Sara Butler- Sara stated she is on campus every other weekend and visits the Street Fair. She says it feels like nothing has changed in terms of the warm and festive atmosphere and vendors are happy to be there.

6.3 Executive Director- Report submitted in writing

7. Discussion and Informational Items

7.1 History of the Alumni Association – Report was presented Bea Gonzalez expressed her appreciation for the report and recognized the rich history of the Alumni Association

7.2 Report on the La Quinta Arts Foundation – Report was presented no discussion

7.3 Report on CV Strategies – Report was presented no discussion

8. Action Items

8.1 Approve the Audit for the Alumni Association. A motion was made by Katie Chartier and seconded by Ricardo Loretta to approve the Audit. Motion approved unanimously.

9. Future Agenda Items

Election of Officers

Budget

Action for online meetings

John Ramont stated that for communication and continuity he requests that all committee meetings are held as much as possible. Ricardo Loretta expressed that he appreciates efficient meetings. Bea Gonzalez said she would prefer in person meetings and felt that they should be participatory instead of informational and the Board should participate more.

10. Adjournment

The meeting was adjourned at 11:48AM

11. Closed Session: Any action taken during closed session will be reported out in the meeting minutes.

No closed session

College of the Desert Alumni Association
Balance Sheet
As of 2/28/2022

(In Whole Numbers)

		<u>UNRESTRICTED</u>	<u>UNRESTRICTED/ DESIGNATED</u>	<u>TEMPORARILY RESTRICTED</u>	<u>PERMANENTLY RESTRICTED</u>	<u>TOTAL CURRENT YEAR-TO-DATE</u>
Assets						
Current Assets						
PACIFIC WESTERN BANK OPERATING	1000	32,897				32,897
SF Petty Cash	1003	300				300
PETTY CASH	1004	500				500
FF New Operating	1006	21,991				21,991
FF - PAYROLL	1011	7,123				7,123
FF - STREET FAIR	1031	66,339				66,339
FF - CREDIT CARD	1034	78,700				78,700
FF MEMBERSHIP ACCOUNT	1041	2,600				2,600
SMITH BARNEY SCHOLARSHIP	1106		434,471			434,471
M. LYNCH - EMERGENCY CASH	1125		6,160			6,160
NORLAND SCHOLARSHIP	1130			32,735	20,000	52,735
PAC WESTERN C.D. J. IANTORNO	1146			15,566	200,000	215,566
M.LYNCH ALUMNI INVESTMENT	1150		59,113			59,113
Total Current Assets		210,450	499,744	48,301	220,000	978,495
Noncurrent Assets						
COMPUTER EQUIPMENT	1500	36,157				36,157
FURNITURE & FIXTURES	1510	64,507				64,507
OFFICE EQUIPMENT	1520	7,208				7,208
VEHICLES	1540	133,936				133,936
ACCUMULATED DEPRECIATION	1600	(229,109)				(229,109)
PREPAID EXPENSES	1800	(1,203)				(1,203)
Total Noncurrent Assets		11,496	-	-	-	11,496
Total Assets		221,946	499,744	48,301	220,000	989,991
Liabilities						
Liabilities						
ACCOUNTS PAYABLE - VENDORS	2001	17,292				17,292
PLEDGE Reserve	2205	-				0
Total Liabilities		17,292	-	-	-	17,292
Total Liabilities		17,292	-	-	-	17,292
Fund balance						
Fund balance		328,593	499,744	48,301	220,000	1,096,638
Current Revenue in Excess (Deficit) of Expenses		(123,939)				(123,939)
Total Fund balance		204,654	499,744	48,301	220,000	972,699
Total Liabilities and Fund balance		221,946	499,744	48,301	220,000	989,991

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA - Combined P L - Single Width
From 2/1/2022 Through 2/28/2022

(In Whole Numbers)

		Current Period Budget - Original	Current Period Actual	YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original	Total Budget - Original	
INCOME								
	DIVIDENDS	4020	1,833	556	14,667	10,041	(4,626)	22,000
	INTEREST INCOME	4040	542	755	4,333	8,732	4,399	6,500
	STREET FAIR INCOME	4100	<u>115,991</u>	<u>100,556</u>	<u>574,414</u>	<u>280,231</u>	<u>(294,183)</u>	<u>761,011</u>
	Total INCOME		<u>118,366</u>	<u>101,866</u>	<u>593,414</u>	<u>299,004</u>	<u>(294,410)</u>	<u>789,511</u>
EXPENSE								
	ACCOUNTING	5000	0	8,500	21,000	8,500	12,500	21,000
	ADVERTISING	5010	10,000	2,837	51,000	17,252	33,748	85,000
	BANK CHARGES	5030	83	(5)	667	40	627	1,000
	CREDIT CARD PROCESSING FEES	5031	1,100	1,641	6,300	3,332	2,968	8,600
	BROKERAGE FEES	5035	1,500	668	12,000	6,764	5,236	18,000
	BOARD MEETING EXPENSE	5040	100	0	600	0	600	800
	BUSINESS EXPENSE	5060	0	0	2,000	172	1,828	2,000
	CONSULTING	5090	5,000	3,000	41,000	33,839	7,161	61,000
	DEPRECIATION	5110	1,000	1,050	8,000	9,605	(1,605)	12,000
	DUES & SUBSCRIPTIONS	5120	0	429	2,800	3,253	(453)	3,000
	EMPLOYEE BENEFITS	5130	6,500	6,911	52,000	52,147	(147)	78,000
	ASCAP	5155	0	0	3,600	3,866	(266)	3,600
	EQUIPMENT RENTAL	5160	5,400	7,965	10,800	12,417	(1,617)	10,800
	S.F. EQUIPMENT/GROUNDS	5164	750	0	4,500	547	3,953	6,000
	EQUIPMENT REPAIRS	5170	0	0	4,000	0	4,000	4,000
	EVENT OTHER	5190	0	0	1,000	0	1,000	1,000
	EVENTS EXPENSES-GRADUATION	5200	0	0	0	0	0	6,000
	COD EVENTS	5258	0	0	2,000	0	2,000	2,000
	ABE/GED Graduation	5260	0	0	0	0	0	2,000
	Nursing Graduation	5261	0	0	5,600	3,896	1,704	8,400
	PSA Graduation	5263	0	0	2,200	1,040	1,160	4,400
	GIFTS - EMPLOYEE RECOGNITION	5290	0	0	100	0	100	100
	GRANTS	5300	0	0	2,000	0	2,000	2,000
	GIFTS- UNSPECIFIED	5380	0	0	1,000	0	1,000	1,000
	INSURANCE- GENERAL	5400	4,100	917	4,100	1,482	2,618	4,100
	INSURANCE- LIABILITY	5410	6,500	5,556	13,500	7,683	5,817	20,500
	SF STAND-BY INSURANCE	5415	1,000	528	3,450	1,248	2,202	5,150
	LEGAL	5420	1,000	0	8,000	5,872	2,128	12,000
	P. D. LICENSE FEES	5430	2,500	2,156	11,000	4,580	6,420	14,900
	MERCHANDISE COSTS	5450	0	0	1,336	0	1,336	2,000
	MISCELLANEOUS	5460	0	0	1,000	0	1,000	1,000
	ALUMNI OFFICE EQUIP/XEROX/COMP	5470	0	1,026	4,000	4,992	(992)	4,000
	STREET FAIR OFFICE SUPPLIES	5480	100	74	1,400	750	650	1,800
	OUTSIDE SER. GOLF CARTS/TRUCK	5482	500	0	6,000	0	6,000	6,000
	SANITATION SUPPLIES	5484	1,200	1,196	5,000	2,729	2,271	6,200
	OUTSIDE SERVICES - SWEEPING	5485	500	0	3,000	0	3,000	4,500

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA - Combined P L - Single Width
From 2/1/2022 Through 2/28/2022

(In Whole Numbers)

		Current Period Budget - Original	Current Period Actual	YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original	Total Budget - Original
PAYROLL TAXES FEDERAL	5490	4,200	2,188	23,800	11,890	11,910	36,000
STATE PAYROLL TAXES	5491	1,000	862	6,600	2,543	4,057	10,000
PAYROLL PROCESSING	5492	300	261	2,300	1,473	827	3,500
POSTAGE & MAILING	5500	200	195	1,300	224	1,076	2,100
PRINTING & LAYOUT	5510	100	0	800	0	800	1,200
PUBLIC RELATIONS	5550	0	0	500	0	500	500
REFUNDS	5560	0	411	0	32,036	(32,036)	0
SALARIES - ADMINISTRATION	5580	8,498	8,935	70,624	64,861	5,763	108,865
SALARIES - STREET FAIR	5590	23,346	17,923	151,650	87,693	63,957	242,955
PART TIME ASSISTANCE	5596	0	0	0	5,363	(5,363)	0
STAFF DEVELOPMENT	5610	0	0	1,000	0	1,000	1,000
STREET FAIR SUPPLIES-GROUNDS	5620	0	702	5,000	5,228	(228)	5,000
HEALTH DEPT	5621	0	0	3,800	1,793	2,007	6,600
OUTSIDE SERVICE - TENT SET UP	5626	1,300	0	6,500	0	6,500	11,100
OUTSIDE SERVICE - TRASH	5650	165	176	825	445	380	1,485
USE OF FACILITY	5670	0	0	0	1,000	(1,000)	1,000
WORKERS COMPENSATION INSURANCE	5680	1,200	645	4,950	2,739	2,211	7,350
ALUMNI GRANTS	5820	0	0	1,000	0	1,000	1,000
STREET FAIR BOOTH TRACKER	5825	270	310	2,160	3,990	(1,830)	3,240
Total EXPENSE		<u>89,412</u>	<u>77,057</u>	<u>578,762</u>	<u>407,286</u>	<u>171,476</u>	<u>866,745</u>
NET INCREASE (DECREASE) BEFORE OTHER INCOME/(EXPENSE)		<u>28,954</u>	<u>24,809</u>	<u>14,652</u>	<u>(108,282)</u>	<u>(122,934)</u>	<u>(77,234)</u>
OTHER INCOME/(EXPENSE)							
REALIZED GAIN/(LOSS)	4050	0	5,736	0	67,638	67,638	0
UNREALIZED GAIN/(LOSS)	4055	0	(15,230)	0	(83,295)	(83,295)	0
Total OTHER INCOME/(EXPENSE)		0	(9,494)	0	(15,657)	(15,657)	0
NET INCREASE (DECREASE)		<u>28,954</u>	<u>15,315</u>	<u>14,652</u>	<u>(123,939)</u>	<u>(138,591)</u>	<u>(77,234)</u>

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA
Fiscal Year Through 2/28/2022

		Current Year Actual	Prior Year Actual	Variance
INCOME				
DIVIDENDS	4020	10,040.94	12,760.73	(2,719.79)
INTEREST INCOME	4040	8,732.11	15,555.09	(6,822.98)
MISC INCOME	4085	0.00	370.82	(370.82)
STREET FAIR INCOME	4100	<u>280,230.80</u>	<u>9,384.93</u>	<u>270,845.87</u>
Total INCOME		<u>299,003.85</u>	<u>38,071.57</u>	<u>260,932.28</u>
EXPENSE				
ACCOUNTING	5000	8,500.00	12,000.00	(3,500.00)
ADVERTISING	5010	17,252.31	4,898.17	12,354.14
BANK CHARGES	5030	40.00	250.00	(210.00)
CREDIT CARD PROCESSING FEES	5031	3,332.02	1,257.60	2,074.42
BROKERAGE FEES	5035	6,763.53	9,162.42	(2,398.89)
BUSINESS EXPENSE	5060	172.00	263.45	(91.45)
Business Income Tax	5065	0.00	40,548.55	(40,548.55)
CONSULTING	5090	33,838.75	11,581.25	22,257.50
DEPRECIATION	5110	9,605.00	10,008.00	(403.00)
DUES & SUBSCRIPTIONS	5120	3,253.20	1,191.39	2,061.81
EMPLOYEE BENEFITS	5130	52,147.06	44,379.38	7,767.68
ASCAP	5155	3,866.00	0.00	3,866.00
EQUIPMENT RENTAL	5160	12,416.65	0.00	12,416.65
S.F. EQUIPMENT/GROUNDS	5164	547.37	133.96	413.41
Nursing Graduation	5261	3,896.17	2,004.47	1,891.70
PSA Graduation	5263	1,039.89	0.00	1,039.89
INSURANCE- GENERAL	5400	1,482.35	934.75	547.60
INSURANCE- LIABILITY	5410	7,683.01	2,780.12	4,902.89
SF STAND-BY INSURANCE	5415	1,248.00	0.00	1,248.00
LEGAL	5420	5,871.90	0.00	5,871.90
P. D. LICENSE FEES	5430	4,580.00	0.00	4,580.00
ALUMNI OFFICE EQUIP/XEROX/COMP	5470	4,991.96	3,624.99	1,366.97
STREET FAIR OFFICE SUPPLIES	5480	749.64	0.00	749.64
SANITATION SUPPLIES	5484	2,729.03	0.00	2,729.03
PAYROLL TAXES FEDERAL	5490	11,890.08	6,758.24	5,131.84
STATE PAYROLL TAXES	5491	2,543.18	1,161.08	1,382.10
PAYROLL PROCESSING	5492	1,473.15	1,316.40	156.75
POSTAGE & MAILING	5500	224.38	147.60	76.78
REFUNDS	5560	32,036.25	0.00	32,036.25
SALARIES - ADMINISTRATION	5580	64,860.65	45,465.86	19,394.79
SALARIES - STREET FAIR	5590	87,693.23	41,407.15	46,286.08
PART TIME ASSISTANCE	5596	5,363.39	0.00	5,363.39
STAFF DEVELOPMENT	5610	0.00	168.71	(168.71)
STREET FAIR SUPPLIES-GROUNDS	5620	5,227.75	27.00	5,200.75
HEALTH DEPT	5621	1,793.00	0.00	1,793.00
OUTSIDE SERVICE - TRASH	5650	445.36	0.00	445.36
USE OF FACILITY	5670	1,000.00	0.00	1,000.00
WORKERS COMPENSATION INSURANCE	5680	2,739.24	(363.87)	3,103.11
STREET FAIR BOOTH TRACKER	5825	<u>3,990.00</u>	<u>2,160.00</u>	<u>1,830.00</u>
Total EXPENSE		<u>407,285.50</u>	<u>243,266.67</u>	<u>164,018.83</u>
NET INCREASE (DECREASE) BEFORE OTHER INCOME/(EXPENSE)		<u>(108,281.65)</u>	<u>(205,195.10)</u>	<u>96,913.45</u>
OTHER INCOME/(EXPENSE)				
REALIZED GAIN/(LOSS)	4050	67,638.25	128,490.64	(60,852.39)
UNREALIZED GAIN/(LOSS)	4055	<u>(83,295.47)</u>	<u>25,255.42</u>	<u>(108,550.89)</u>
Total OTHER INCOME/(EXPENSE)		<u>(15,657.22)</u>	<u>153,746.06</u>	<u>(169,403.28)</u>
NET INCREASE (DECREASE)		<u>(123,938.87)</u>	<u>(51,449.04)</u>	<u>(72,489.83)</u>

College of the Desert Alumni Association
Balance Sheet
As of 3/31/2022

(In Whole Numbers)

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		<u>UNRESTRICTED</u>	<u>UNRESTRICTED/ DESIGNATED</u>	<u>TEMPORARILY RESTRICTED</u>	<u>PERMANENTLY RESTRICTED</u>	<u>TOTAL CURRENT YEAR-TO-DATE</u>
Assets						
Current Assets						
PACIFIC WESTERN BANK OPERATING	1000	32,832				32,832
SF Petty Cash	1003	300				300
PETTY CASH	1004	500				500
FF New Operating	1006	36,215				36,215
FF - PAYROLL	1011	8,162				8,162
FF - STREET FAIR	1031	77,627				77,627
FF - CREDIT CARD	1034	100,811				100,811
FF MEMBERSHIP ACCOUNT	1041	2,600				2,600
SMITH BARNEY SCHOLARSHIP	1106		435,607			435,607
M. LYNCH - EMERGENCY CASH	1125		6,160			6,160
NORLAND SCHOLARSHIP	1130			33,219	20,000	53,219
PAC WESTERN C.D. J. IANTORNO	1146			15,566	200,000	215,566
M. LYNCH ALUMNI INVESTMENT	1150		59,214			59,214
Total Current Assets		<u>259,047</u>	<u>500,981</u>	<u>48,785</u>	<u>220,000</u>	<u>1,028,813</u>
Noncurrent Assets						
COMPUTER EQUIPMENT	1500	36,157				36,157
FURNITURE & FIXTURES	1510	64,507				64,507
OFFICE EQUIPMENT	1520	7,208				7,208
VEHICLES	1540	133,936				133,936
ACCUMULATED DEPRECIATION	1600	(230,159)				(230,159)
PREPAID EXPENSES	1800	(1,203)				(1,203)
Total Noncurrent Assets		<u>10,446</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,446</u>
Total Assets		<u>269,493</u>	<u>500,981</u>	<u>48,785</u>	<u>220,000</u>	<u>1,039,259</u>
Liabilities						
Liabilities						
ACCOUNTS PAYABLE - VENDORS	2001	18,201				18,201
PLEDGE Reserve	2205	0				0
Total Liabilities		<u>18,201</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>18,201</u>
Total Liabilities		<u>18,201</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>18,201</u>
Fund balance						
Fund balance		326,872	500,981	48,785	220,000	1,096,638
Current Revenue in Excess (Deficit) of Expenses		(75,580)				(75,580)
Total Fund balance		<u>251,292</u>	<u>500,981</u>	<u>48,785</u>	<u>220,000</u>	<u>1,021,058</u>
Total Liabilities and Fund balance		<u>269,493</u>	<u>500,981</u>	<u>48,785</u>	<u>220,000</u>	<u>1,039,259</u>

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA - Combined P L - Single Width
From 3/1/2022 Through 3/31/2022

(In Whole Numbers)

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		Current Period		YTD Budget -		YTD Budget	
	Budget -	Current Period	YTD Budget -	Current Year	Variance -	Total Budget -	
	Original	Actual	Original	Actual	Original	Original	
INCOME							
DIVIDENDS	4020	1,833	982	16,500	11,023	(5,477)	22,000
INTEREST INCOME	4040	542	534	4,875	9,266	4,391	6,500
STREET FAIR INCOME	4100	<u>105,491</u>	<u>119,102</u>	<u>679,905</u>	<u>399,333</u>	<u>(280,572)</u>	<u>761,011</u>
Total INCOME		<u>107,866</u>	<u>120,618</u>	<u>701,280</u>	<u>419,622</u>	<u>(281,658)</u>	<u>789,511</u>
EXPENSE							
ACCOUNTING	5000	0	0	21,000	8,500	12,500	21,000
ADVERTISING	5010	10,000	6,212	61,000	24,464	36,536	85,000
BANK CHARGES	5030	83	0	750	40	710	1,000
CREDIT CARD PROCESSING FEES	5031	1,100	1,985	7,400	5,317	2,083	8,600
BROKERAGE FEES	5035	1,500	707	13,500	7,471	6,029	18,000
BOARD MEETING EXPENSE	5040	100	0	700	0	700	800
BUSINESS EXPENSE	5060	0	10	2,000	182	1,818	2,000
CONSULTING	5090	5,000	3,000	46,000	36,839	9,161	61,000
DEPRECIATION	5110	1,000	1,050	9,000	10,655	(1,655)	12,000
DUES & SUBSCRIPTIONS	5120	0	15	2,800	3,268	(468)	3,000
EMPLOYEE BENEFITS	5130	6,500	6,622	58,500	58,768	(268)	78,000
ASCAP	5155	0	0	3,600	3,866	(266)	3,600
EQUIPMENT RENTAL	5160	0	2,931	10,800	15,347	(4,547)	10,800
S.F. EQUIPMENT/GROUNDS	5164	750	0	5,250	547	4,703	6,000
EQUIPMENT REPAIRS	5170	0	7,457	4,000	7,457	(3,457)	4,000
EVENT OTHER	5190	0	0	1,000	0	1,000	1,000
EVENTS EXPENSES-GRADUATION	5200	0	0	0	0	0	6,000
COD EVENTS	5258	0	0	2,000	0	2,000	2,000
ABE/GED Graduation	5260	0	0	0	0	0	2,000
Nursing Graduation	5261	0	0	5,600	3,896	1,704	8,400
PSA Graduation	5263	0	0	2,200	1,040	1,160	4,400
GIFTS - EMPLOYEE RECOGNITION	5290	0	0	100	0	100	100
GRANTS	5300	0	0	2,000	0	2,000	2,000
GIFTS- UNSPECIFIED	5380	0	0	1,000	0	1,000	1,000
INSURANCE- GENERAL	5400	0	555	4,100	2,037	2,063	4,100
INSURANCE- LIABILITY	5410	1,750	0	15,250	7,683	7,567	20,500
SF STAND-BY INSURANCE	5415	1,300	0	4,750	1,248	3,502	5,150
LEGAL	5420	1,000	1,793	9,000	7,665	1,335	12,000
P. D. LICENSE FEES	5430	2,000	2,232	13,000	6,812	6,188	14,900
MERCHANDISE COSTS	5450	334	0	1,670	0	1,670	2,000
MISCELLANEOUS	5460	0	0	1,000	0	1,000	1,000
ALUMNI OFFICE EQUIP/XEROX/COMP	5470	0	541	4,000	5,533	(1,533)	4,000
STREET FAIR OFFICE SUPPLIES	5480	100	544	1,500	1,294	206	1,800
OUTSIDE SER. GOLF CARTS/TRUCK	5482	0	0	6,000	0	6,000	6,000
SANITATION SUPPLIES	5484	1,200	1,293	6,200	4,022	2,178	6,200
OUTSIDE SERVICES - SWEEPING	5485	500	0	3,500	0	3,500	4,500
PAYROLL TAXES FEDERAL	5490	4,200	2,201	28,000	14,091	13,909	36,000
STATE PAYROLL TAXES	5491	1,000	666	7,600	3,210	4,390	10,000

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA - Combined P L - Single Width
From 3/1/2022 Through 3/31/2022

(In Whole Numbers)

DRAFT

	Current Period		YTD Budget - Original	Current Year		YTD Budget Variance - Original	Total Budget - Original
	Budget - Original	Current Period Actual		Current Year Actual			
PAYROLL PROCESSING	5492	300	169	2,600	1,642	958	3,500
POSTAGE & MAILING	5500	200	15	1,500	239	1,261	2,100
PRINTING & LAYOUT	5510	100	0	900	0	900	1,200
PUBLIC RELATIONS	5550	0	0	500	0	500	500
REFUNDS	5560	0	1,583	0	33,619	(33,619)	0
SALARIES - ADMINISTRATION	5580	12,746	8,935	83,370	73,796	9,575	108,865
SALARIES - STREET FAIR	5590	27,268	18,989	178,918	106,683	72,236	242,955
PART TIME ASSISTANCE	5596	0	0	0	5,363	(5,363)	0
STAFF DEVELOPMENT	5610	0	0	1,000	0	1,000	1,000
STREET FAIR SUPPLIES-GROUNDS	5620	0	9	5,000	5,237	(237)	5,000
HEALTH DEPT	5621	1,900	1,793	5,700	3,586	2,114	6,600
OUTSIDE SERVICE - TENT SET UP	5626	1,300	0	7,800	0	7,800	11,100
OUTSIDE SERVICE - TRASH	5650	165	176	990	621	369	1,485
USE OF FACILITY	5670	0	0	0	1,000	(1,000)	1,000
WORKERS COMPENSATION INSURANCE	5680	1,200	689	6,150	3,428	2,722	7,350
ALUMNI GRANTS	5820	0	0	1,000	0	1,000	1,000
STREET FAIR BOOTH TRACKER	5825	270	0	2,430	3,990	(1,560)	3,240
Total EXPENSE	84,866	72,171	663,628	480,456	183,172	866,745	
NET INCREASE (DECREASE) BEFORE OTHER INCOME/ (EXPENSE)	23,000	48,447	37,652	(60,835)	(98,487)	(77,234)	
OTHER INCOME/ (EXPENSE)							
REALIZED GAIN/ (LOSS)	4050	0	175	0	67,814	67,814	0
UNREALIZED GAIN/ (LOSS)	4055	0	737	0	(82,558)	(82,558)	0
Total OTHER INCOME/ (EXPENSE)	0	912	0	(14,745)	(14,745)	0	
NET INCREASE (DECREASE)	23,000	49,359	37,652	(75,580)	(113,232)	(77,234)	

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA
Fiscal Year Through 3/31/2022

		Current Year Actual	Prior Year Actual	Variance
DRAFT				
INCOME				
DIVIDENDS	4020	11,022.75	14,459.25	(3,436.50)
INTEREST INCOME	4040	9,266.22	16,966.95	(7,700.73)
MISC INCOME	4085	0.00	36,752.83	(36,752.83)
STREET FAIR INCOME	4100	<u>399,332.56</u>	<u>9,384.93</u>	<u>389,947.63</u>
Total INCOME		<u>419,621.53</u>	<u>77,563.96</u>	<u>342,057.57</u>
EXPENSE				
ACCOUNTING	5000	8,500.00	12,000.00	(3,500.00)
ADVERTISING	5010	24,463.85	4,898.17	19,565.68
BANK CHARGES	5030	40.00	250.00	(210.00)
CREDIT CARD PROCESSING FEES	5031	5,316.70	1,481.55	3,835.15
BROKERAGE FEES	5035	7,470.96	10,122.54	(2,651.58)
BUSINESS EXPENSE	5060	182.00	404.95	(222.95)
Business Income Tax	5065	0.00	40,548.55	(40,548.55)
CONSULTING	5090	36,838.75	22,881.25	13,957.50
DEPRECIATION	5110	10,654.50	11,259.00	(604.50)
DUES & SUBSCRIPTIONS	5120	3,268.19	1,751.39	1,516.80
EMPLOYEE BENEFITS	5130	58,768.28	49,935.09	8,833.19
ASCAP	5155	3,866.00	0.00	3,866.00
EQUIPMENT RENTAL	5160	15,347.45	0.00	15,347.45
S.F. EQUIPMENT/GROUNDS	5164	547.37	133.96	413.41
EQUIPMENT REPAIRS	5170	7,457.18	0.00	7,457.18
Nursing Graduation	5261	3,896.17	2,004.47	1,891.70
PSA Graduation	5263	1,039.89	0.00	1,039.89
INSURANCE- GENERAL	5400	2,037.25	1,500.60	536.65
INSURANCE- LIABILITY	5410	7,683.01	3,338.35	4,344.66
SF STAND-BY INSURANCE	5415	1,248.00	0.00	1,248.00
LEGAL	5420	7,665.20	0.00	7,665.20
P. D. LICENSE FEES	5430	6,812.00	0.00	6,812.00
ALUMNI OFFICE EQUIP/XEROX/COMP	5470	5,532.91	4,048.09	1,484.82
STREET FAIR OFFICE SUPPLIES	5480	1,293.81	0.00	1,293.81
SANITATION SUPPLIES	5484	4,022.36	0.00	4,022.36
PAYROLL TAXES FEDERAL	5490	14,090.75	7,428.89	6,661.86
STATE PAYROLL TAXES	5491	3,209.52	1,302.00	1,907.52
PAYROLL PROCESSING	5492	1,642.35	1,433.20	209.15
POSTAGE & MAILING	5500	239.22	209.55	29.67
REFUNDS	5560	33,619.25	0.00	33,619.25
SALARIES - ADMINISTRATION	5580	73,795.60	49,933.34	23,862.26
SALARIES - STREET FAIR	5590	106,682.32	45,527.95	61,154.38
PART TIME ASSISTANCE	5596	5,363.39	0.00	5,363.39
STAFF DEVELOPMENT	5610	0.00	168.71	(168.71)
STREET FAIR SUPPLIES-GROUNDS	5620	5,236.75	27.00	5,209.75
HEALTH DEPT	5621	3,586.00	0.00	3,586.00
OUTSIDE SERVICE - TRASH	5650	621.16	0.00	621.16
USE OF FACILITY	5670	1,000.00	0.00	1,000.00
WORKERS COMPENSATION INSURANCE	5680	3,428.25	(334.29)	3,762.54
STREET FAIR BOOTH TRACKER	5825	<u>3,990.00</u>	<u>2,430.00</u>	<u>1,560.00</u>
Total EXPENSE		<u>480,456.39</u>	<u>274,684.31</u>	<u>205,772.08</u>
NET INCREASE (DECREASE) BEFORE OTHER INCOME/(EXPENSE)		(60,834.86)	(197,120.35)	136,285.49
OTHER INCOME/(EXPENSE)				
REALIZED GAIN/(LOSS)	4050	67,813.53	145,112.04	(77,298.51)
UNREALIZED GAIN/(LOSS)	4055	(82,558.36)	24,516.55	(107,074.91)
Total OTHER INCOME/(EXPENSE)		(14,744.83)	169,628.59	(184,373.42)
NET INCREASE (DECREASE)		(75,579.69)	(27,491.76)	(48,087.93)

Executive Director Report

College of the Desert Alumni Association

Alumni Association Board of Directors

April 25, 2022

The Street Fair

The Street Fair was extremely busy for the month of March which is typical during the season. April is when things begin to slow down with the heat and festivals in the valley. We hosted LifeStream for another blood donation drive which was successful. The following is a chart showing participants for the month of March.

March 2022 Stats							
	Total Signed Up	Signed Up New	Signed Up Returner	Absences	Standby	Total Participants	
3/5/2022	145	27	118	83	2	64	WIND DAY
3/6/2022	146	27	118	25	9	130	
3/12/2022	148	28	120	5	16	159	
3/13/2022	148	28	120	15	11	144	
3/19/2022	153	29	124	6	12	159	
3/20/2022	153	29	124	11	8	150	
3/26/2022	154	30	124	10	21	165	
3/27/2022	154	30	124	22	13	145	

Our season began on January 1, 2022 with 121 Merchants.

Audit

With the approval of the Alumni Association audit, it has been forwarded to the College and will be presented to the Board of Trustees.

Social Media/Website Analytics

	January	February	March
WEBSITE			
Website Traffic 2022	11,099	14,406	13,281
Acquisition:			
Organic Search	9,769	8,631	9,182
Direct	3,076	3,188	3,034
Referral	863	657	611
Social	793	505	451
Paid Search	592	1,347	2
Display Ad	29	78	1

SOCIAL MEDIA 2022			
Facebook 2021			
	4,202	4,231	4,272
Net New Page Likes	65	32	43
Total Monthly Impressions	42,846	28,208	30,463
Daily Impressions	1,382	1,007	982
Daily Reach	801	561	597
Total Engagements	2,676	1,145	1,414
Total Published Posts	14	11	13

Instagram 2022			
Followers	1,386	1,430	1,460
New Followers	68	44	31
Impressions	9,123	8,250	9,792
Engagements	177	219	160
Total Published Stories & Posts	34	41	48

Twitter 2022			
Followers	1,303	1,308	1,328
New Followers	5	5	15
Impressions	650	1,243	1,528
Engagements	42	32	24
Total Published Posts	9	10	11

Betsy Young
Executive Director



April 19, 2022

Board of Directors and Management of
College of the Desert Alumni Association
43-500 Monterey Avenue
Palm Desert, CA 92260

Dear Ms. Young

Thank you for giving Eide Bailly LLP the opportunity to propose on audit services. We believe Eide Bailly is the right firm for College of the Desert Alumni Association (the Association) for the following reasons:

Nonprofit Experience

We're confident the Association will benefit from working with Eide Bailly. Our extensive nonprofit experience and knowledge positions us to be the right firm for you. Eide Bailly currently serves over 3,000 nonprofit organizations. The proposed engagement team that will serve the Association is comprised of people who spend the majority of their time working with nonprofit clients. Each team member has significant experience in the financial aspects of nonprofits and will bring this experience to all interactions with the Association. In addition, different from other firms, our service philosophy is to have the most experienced industry people—our partners and managers—work closely with clients so that we can provide forward-thinking advice regarding the financial, operational and business issues they face.

Depth of Resources

Our size enables us to be responsive to our clients' needs and unique entity challenges. All our team members bring operational expertise to each of our clients. This means the Association will benefit from our understanding of best practices on operations and governance, in addition to recommendations on gaining efficiencies and solutions to your day-to-day challenges. You will have access through this training session to some of our top national resources specific to higher education.

Audit Approach

Our staff is passionate about their work and your success. We'll customize our approach to meet your needs. Prior to beginning the engagement, we'll meet with your management team to discuss:

- The engagement timeline.
- The audit approach and process.
- Additional considerations that may affect scope, schedules and workpapers to be prepared by your personnel.

During our audit services, we'll hold periodic meetings with your management. This continuous interchange of information will keep you fully informed and provide us with timely information so we

can best serve the Association. We'll work with your staff to deliver a quality product and limit any disruptions in your day-to-day activities.

Your Service Team

We understand local, personal service is important to our clients. You'll work with a local team from the Rancho Cucamonga office that has extensive knowledge and experience in the nonprofit industry.

Brandon L. Harrison will lead the team and serve as Engagement Partner and **Anahid Krdilyan** will serve as the in-charge. These professionals bring strong credentials and a desire to work with the Association. If awarded this engagement, these individuals will serve as your primary contacts. We'll complement the project team with additional resources as necessary.

We realize other firms are knowledgeable as well; however, we believe what differentiates us is personal and attentive service from all members of our service team, including partners and senior-level staff. We'll get to know you and your staff and take the time to understand your specific challenges and opportunities. We pride ourselves on delivering honest and insightful advice beyond what is normally experienced in the public accounting industry.

Timeliness

We will meet your deadlines. Our professionals are trained to anticipate, identify and respond to your needs in a timely manner. We'll work closely with your management team to customize our audit services to your needs. We believe in clear, up-front and open communication with no surprises.

Value for Fees

You can expect quality service at reasonable fees. Eide Bailly has established a reputation of providing quality work at a fair price. Our fees are based on the complexity of the issue and the experience level of the personnel necessary to address it. In the event you request additional services, Eide Bailly will obtain your agreement on fees before such work would begin. In other words, there will be no hidden fees.

We propose the following fee schedule based on our understanding of the scope of work and the level of involvement of the Association's staff:

Engagement Services and Fees

Professional Services	2022	2023	2024
Financial statement audit of the Association	\$12,200	\$12,800	\$13,400
Tax Return Preparation	\$1,100	\$1,200	\$1,300

Out-of-Pocket Fees

The professional fees listed above are inclusive of all out-of-pocket expenses and you will not be billed for expenses such as travel time, mileage and meals.

We Want to Work with You

We believe the qualifications of our firm merit serious consideration. Know that you will be a highly valued client. Our people would be proud to work with Girl Scouts of Orange County and build a trusting relationship with your team. Please contact me if you would like to discuss any aspect of this proposal.

Sincerely,

A handwritten signature in cursive script that reads "Brandon L. Harrison".

Brandon L. Harrison, CPA

Partner

909.466.4410

bharrison@eidebailly.com

Alumni Association Board of Directors Memorandum

Date: April 25, 2022

To: Board of Directors

From: Betsy Young, Executive Director

SUBJECT: Election of Officers/Board Committees

SUMMARY:

The Board of Directors has requested that the election of officers and committee assignments completed at the April meeting. The following is a chart showing the current Board members and assignments.

<i>Director</i>	<i>1st Term Start</i>	<i>1st Term Ends</i>	<i>Officer Appointment</i>	<i>2nd Term Start</i>	<i>2nd Term Ends</i>	<i>Eligible 2nd Term</i>	<i>Designation</i>
Carlos A. Maldonado	Nov-16	Nov-19	Secretary 11/16 & 12/18, Vice Chair 11/19	Nov-19	Nov-22	No	
John Ramont	Nov-16	Nov-19	CFO 11/16, CFO 12/18, CFO 11/19	Nov-19	Nov-22	No	
Ricardo Loretta	May-18	May-21	N/A	May-21	May-24	No	
Katie Chartier	Oct-19	Oct-22	Secretary 11/19			Yes	
Sara Butler	Apr-21	Apr-24				Yes	
Bea Gonzalez	March-22	March-25				Yes	Trustee
Diana Galindo	March-22	March-25				Yes	College Admin

COMMITTEES

The current committees and members assigned to each.

Executive- John Ramont, Katie Chartier, Diana Galindo, and Carlos A. Maldonado

Street Fair- Carlos A. Maldonado and Ricardo Loretta

Human Resources- Carlos A. Maldonado

Finance- John Ramont

Attached is the section from the current bylaws that covers committees and officers.

Section 15. Rights of Inspection. The member, through its directors, officers or agents, and every director shall have the absolute right at any reasonable time to inspect and copy any and all books, records, and documents of every kind of the corporation, and to inspect the physical properties of the corporation.

Section 16. Board Committees. The Board of Directors may designate and appoint one or more committees, each consisting of at least two (2) directors and no non-directors, and delegate to such committees any of the authority of the Board except with respect to:

- (a) The approval of any action which also requires approval of the member;
- (b) The filling of vacancies on any committee;
- (c) The amendment or repeal of bylaws or the adoption of new bylaws;
- (d) The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repealable;
- (e) The appointment of committees of the Board or the members thereof; and
- (f) The approval of any self-dealing transaction, as defined in Section 5233(a) of the Law, except as provided in Section 5233(d)(3) of the Law.

Any such committee must be established and the members thereof appointed, by resolution adopted by a majority of the number of directors then in office, and such committee may be designated by any name the Board shall specify. The Board may appoint, in the same manner, alternate members of any committee who may replace any absent member at any meeting of the committee. The Board shall have the power to prescribe the manner in which proceedings of any such committee shall be conducted. Unless the Board or such committee shall otherwise provide, the regular and special meetings and other actions of any such committee shall be governed by the provisions of this Article applicable to meeting and actions of the Board. Minutes shall be kept of each meeting of each committee.

Section 17. Advisory Committees. The Board may, by resolution adopted by a majority of the directors then in office, create one or more advisory committees to serve at the pleasure of the Board. Each advisory committee shall have at least one (1) director as a member at all times. Other appointments to such advisory committees need not, but may, be directors. The Board shall appoint and discharge advisory committee members at will. All actions and recommendations of an advisory committee shall require ratification by the Board before being given effect.

Section 18. Compensation. The corporation shall not pay any compensation to directors for services rendered to the corporation as directors, except that directors may be reimbursed for expenses incurred in the performance of their duties to the corporation, in reasonable amounts as approved by the Board. Nothing shall preclude any director from serving the corporation in any other capacity and receiving reasonable compensation for such services.

ARTICLE IV. OFFICERS

Section 1. Required Officers. The officers of the corporation shall be a Chair of the Board (if the member has not appointed a President in accordance with Section 7 of this Article), a Secretary, and a Chief Financial Officer, each of whom shall be chosen by and hold office at the pleasure of the Board. Any number of offices required or permitted by this Article may be held by the same person, except that the Secretary and Chief Financial Officer may not serve concurrently as Chair of the Board or the President. If the member has appointed a President in accordance with Section 7 of this Article, the Chair position is optional.

Section 2. Permitted Officers. The Board may choose a Chair of the Board, a Vice Chair of the Board, one or more additional Vice Chairs, one or more Assistant Secretaries, one or more Assistant Treasurers, and such other officers as the business of the corporation may require, each of whom shall hold office for such period, have such authority and perform such duties as the Board at its pleasure may from time to time determine.

Section 3. Election of Officers. The officers shall be elected by the Board at the annual meeting, or at any regular or special meeting of the Board, and may succeed themselves in office. With the exception of the Board Chair and Board Secretary, who shall serve a two-year term, each person elected as an officer shall continue in office until the next annual election of officers or until his or her successor shall have been duly elected and qualified or until his or her earlier death, resignation or removal in accordance with these Bylaws. Any member of the Board may nominate candidates for Board Chair and Board Secretary during the current Chair and Secretary's second year in office. A Board Chair and Board Secretary shall then be elected by a majority of the Board, from among the nominees presented. Vacancies of officers caused by death, resignation, removal or increase in the number of officers may be filled by the Board at a regular or special meeting.

Section 4. Removal of Officers. Any officer may be removed at any time with or without cause and with or without notice by the affirmative vote of the Board or as outlined under Article III, Section 3.

Section 5. Chair of the Board. The Chair of the Board shall, if present, preside at all meetings of the Board, and exercise and perform such other powers and duties as may be, from time to time, assigned to him or her by the Board or prescribed by the Bylaws.

Section 6. Vice Chair of the Board. In the absence or disability of the Chair of the Board, the Vice Chair of the Board shall perform all of the duties of the Chair of the Board, and when so acting shall have all of the powers of, and be subject to all of the restrictions upon, the Chair of the Board. The Vice Chair of the Board shall perform such other duties as from time to time may be assigned by the Chair of the Board or by the Board.

Section 7. President. Subject to the discretion and control of the member, the member may from time to time require that the District's Superintendent/President serve as the Association's President. At such times, the President shall have general supervision, direction and control over the affairs and property of the corporation and over its several officers, and shall have such other powers and shall perform such duties as determined by the member and which may be lawfully delegated by the Board. If the corporation has no Chair of the Board, then the Superintendent/President shall preside at all meetings of the Association's Board as the Association's President.

Section 8. Vice Chair. In the absence of the Superintendent/President or Chair or their inability or refusal to act, if the corporation has a Vice Chair, the Vice Chair (or in the event

there are two or more Vice Chairs, the Vice Chair in the order of their rank as fixed by the Board, or if not ranked, the longest serving Vice Chair) shall perform the duties and when so acting, shall have all the powers of and be subject to all the restrictions upon the Superintendent/President or Chair. Any Vice Chair shall perform such other duties as from time to time may be assigned by the Superintendent/President/Chair or by the Board.

Section 9. Secretary. The Secretary shall be the custodian of the seal of the corporation and of the books and records and files thereof. The Secretary shall keep or cause to be kept, at the principal office or such other place as the Board may order, a minute book of all meetings of the Board and its committees and all actions by the member. The Secretary shall also keep, or cause to be kept, at the principal office in the State of California the original or a copy of the Articles and Bylaws of the corporation, as amended to date. The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committee thereof required by these Bylaws or by law to be given, and shall have such other powers and perform such other duties as may be delegated by the Board.

Section 10. Chief Financial Officer. The Chief Financial Officer shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the corporation, including, without limitation, accounts of its assets, liabilities, receipts and disbursements, and shall send or cause to be sent to the directors of the corporation such financial statements and reports as are by law or these Bylaws required to be sent to them. The Chief Financial Officer shall deposit, or cause to be deposited, all monies and other valuables in the name and to the credit of the corporation and such depositaries as may be designated by the Board. The Chief Financial Officer shall disburse the funds of the corporation as may be ordered by the Board, shall render to the Superintendent/President or the directors, whenever requested, an account of all transactions and of the financial condition of the corporation, and shall have such other powers and perform such other duties as may be delegated by the Board.

ARTICLE V. INDEMNIFICATION OF AGENTS OF THE CORPORATION: LIABILITY INSURANCE

Section 1. Actions Brought by Persons Other than the Corporation. The corporation shall indemnify any person who was or is a party or threatened to be made a party to any Proceeding (other than an action by or in the right of the corporation to procure a judgment in its favor, an action brought under Section 5233 of the Law, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to assets held in a charitable trust) by reason of the fact that such person is or was an Agent, against Expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such Proceeding if such person acted in good faith and in a manner such person reasonably believed to be in the best interests of the corporation, and, in the case of a criminal Proceeding, had no reasonable cause to believe the conduct of such person was unlawful. The termination of any Proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, shall not, of itself, create a presumption that such person did not act in good faith and in a manner which such person reasonably believed to be in the best interests of the corporation, or that such person had reasonable cause to believe that such person's conduct was unlawful.

Section 2. Actions Brought By or On Behalf Of the Corporation. The corporation shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action by or in the right of the corporation or brought under Section 5233 of the Law, or brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in a charitable trust, to procure a judgment