

COLLEGE OF THE DESERT ALUMNI ASSOCIATION
Regular Meeting of the Board of Directors
Agenda for Thursday June 23, 2022, 11AM – 12PM
43500 Monterey Ave Palm Desert CA 92260
Alumni Center Building

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 (6)

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

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

2. Agenda

2.1 Regular Alumni Association Board of Directors Meeting of June 23, 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 June 23, 2022, with any additions, corrections, or deletions.

3. Minutes

3.1 Approval of the May 26, 2022, Alumni Association Board of Directors minutes.

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.

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.

6. Reports

6.1 Board Members

6.2 Executive Director

6.3 Merchants Association

7. Discussion and Informational Items

8. Action Items

8.1 Approve the Financial Statement for the period ending April 2022

9. Future Agenda Items

10. Adjournment

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

COLLEGE OF THE DESERT ALUMNI ASSOCIATION
Regular Meeting of the Board of Directors
Minutes for Thursday May 26, 2022, 11AM – 12PM
43500 Monterey Ave Palm Desert CA 92260
Alumni Center Building

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 by John Ramont at 11:02AM

Members Present - John Ramont, Katie Chartier, Diana Galindo, Bea Gonzalez, and Sara Butler. Members Absent, Carlos A. Maldonado and Ricardo Loretta.

2. Agenda

2.1 Regular Alumni Association Board of Directors Meeting of May 26, 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 May 26, 2022, with any additions, corrections, or deletions.

The agenda was approved as presented.

3. Minutes

3.1 Approval of the April 28, 2022, Alumni Association Board of Directors minutes.

The minutes 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 March 2022 – Item moved to an action item with discussion. The March financial statements were reviewed. A motion was made by Sara Butler and seconded by Katie Chartier to approve the March financial statements. Motion carried unanimously.

6. Reports

6.1 Board Members – John Ramont announced that this would be his last meeting as he is resigning from the board and from his position at the college.

6.2 Executive Director – Report presented.

6.3 Merchants Association – No report.

7. Discussion and Informational Items

7.1 Board officers and committees' information – report presented for information to the board members.

8. Action Items

8.1 Approve the Alumni Association budget for the fiscal year 2022-2023 – An overview of the proposed budget was presented by Betsy Young. Discussion ensued regarding the Alumni Associations previous contributions to Pledge and Campus Work Study which totaled \$385,000 per year and are not included in the budget. Due to the extended closure of the Street Fair and several years prior with a deficit budget approved by the board it was discussed that the 2022-2023 budget presented is a fiscally sound budget with a potential surplus of funds instead of a deficit at the end of the fiscal year. The board agreed that the 2022-2023 budget presented without contributions to Pledge and Campus Work Study is appropriate. A motion was made by Katie Chartier and seconded by Sara Butler to approve the 2022-2023 Alumni Association budget. Motion approved unanimously.

A motion was made by John Ramont and seconded by Katie Chartier to table items 8.2, 8.3, 8.4, and 8.5. Motion approved unanimously.

8.2 The Board will vote to retain the current officers until October 2022 when a new slate of officers will be selected.

8.3 The Board will vote to select a new slate of officers at the May 26, 2022, meeting.

8.4 Election of Officers

8.5 Committee Assignments

9. Future Agenda Items – None

10. Adjournment – The meeting was adjourned at 11:49 and staff were dismissed.

11. Closed Session: The board members entered closed session to further discuss the budget. Closed session ended at 12:05 PM with no reportable action.

College of the Desert Alumni Association
Balance Sheet
As of 4/30/2022

(In Whole Numbers)

		UNRESTRICTED/D UNRESTRICTED	ESIGNATED	TEMPORARILY RESTRICTED	PERMANENTLY RESTRICTED	TOTAL CURRENT YEAR-TO-DATE
Assets						
Current Assets						
PACIFIC WESTERN BANK OPERATING	1000	32,764				32,764
SF Petty Cash	1003	300				300
PETTY CASH	1004	500				500
FF New Operating	1006	48,527				48,527
FF - PAYROLL	1011	11,467				11,467
FF - STREET FAIR	1031	92,348				92,348
FF - CREDIT CARD	1034	84,466				84,466
FF MEMBERSHIP ACCOUNT	1041	2,600				2,600
SMITH BARNEY SCHOLARSHIP	1106		407,319			407,319
M. LYNCH - EMERGENCY CASH	1125		6,010			6,010
NORLAND SCHOLARSHIP	1130			29,705	20,000	49,705
PAC WESTERN C.D. J. IANTORNO	1146			15,566	200,000	215,566
M.LYNCH ALUMNI INVESTMENT	1150		55,831			55,831
Total Current Assets		272,972	469,160	45,271	220,000	1,007,403
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	(231,208)				(231,208)
PREPAID EXPENSES	1800	(1,203)				(1,203)
Total Noncurrent Assets		9,397	0	0	0	9,397
Total Assets		282,369	469,160	45,271	220,000	1,016,800
Liabilities						
Liabilities						
ACCOUNTS PAYABLE - VENDORS	2001	9,231				9,231
PLEDGE Reserve	2205	0				0
Total Liabilities		9,231	0	0	0	9,231
Total Liabilities		9,231	0	0	0	9,231
Fund balance						
Fund balance		362,207	469,160	45,271	220,000	1,096,638
Current Revenue in Excess (Deficit) of Expenses		(89,069)				(89,069)
Total Fund balance		273,138	469,160	45,271	220,000	1,007,569
Total Liabilities and Fund balance		282,369	469,160	45,271	220,000	1,016,800

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA - Combined P L - Single Width
From 4/1/2022 Through 4/30/2022

(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	1,829	18,333	12,852	(5,481)	22,000
	INTEREST INCOME	4040	542	570	5,417	9,836	4,419	6,500
	STREET FAIR INCOME	4100	<u>51,791</u>	<u>81,512</u>	<u>731,696</u>	<u>480,845</u>	<u>(250,851)</u>	<u>761,011</u>
	Total INCOME		<u>54,166</u>	<u>83,911</u>	<u>755,446</u>	<u>503,533</u>	<u>(251,913)</u>	<u>789,511</u>
EXPENSE								
	ACCOUNTING	5000	0	3,000	21,000	11,500	9,500	21,000
	ADVERTISING	5010	10,000	5,260	71,000	33,662	37,338	85,000
	BANK CHARGES	5030	83	0	833	40	793	1,000
	CREDIT CARD PROCESSING FEES	5031	800	2,666	8,200	7,983	217	8,600
	BROKERAGE FEES	5035	1,500	843	15,000	8,314	6,686	18,000
	BOARD MEETING EXPENSE	5040	100	0	800	0	800	800
	BUSINESS EXPENSE	5060	0	0	2,000	182	1,818	2,000
	Business Income Tax	5065	0	0	0	1,195	(1,195)	0
	CONSULTING	5090	5,000	0	51,000	36,839	14,161	61,000
	DEPRECIATION	5110	1,000	1,050	10,000	11,704	(1,704)	12,000
	DUES & SUBSCRIPTIONS	5120	0	325	2,800	3,593	(793)	3,000
	EMPLOYEE BENEFITS	5130	6,500	6,622	65,000	65,390	(390)	78,000
	ASCAP	5155	0	0	3,600	3,866	(266)	3,600
	EQUIPMENT RENTAL	5160	0	0	10,800	15,347	(4,547)	10,800
	S.F. EQUIPMENT/GROUNDS	5164	750	25	6,000	573	5,427	6,000
	EQUIPMENT REPAIRS	5170	0	0	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	40	0	40	(40)	6,000
	COD EVENTS	5258	0	0	2,000	0	2,000	2,000
	ABE/GED Graduation	5260	2,000	0	2,000	0	2,000	2,000
	Nursing Graduation	5261	2,800	0	8,400	3,896	4,504	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	580	4,100	2,617	1,483	4,100
	INSURANCE- LIABILITY	5410	1,750	250	17,000	7,933	9,067	20,500
	SF STAND-BY INSURANCE	5415	200	312	4,950	2,080	2,870	5,150
	LEGAL	5420	1,000	0	10,000	7,665	2,335	12,000
	P. D. LICENSE FEES	5430	1,000	2,350	14,000	9,162	4,838	14,900
	MERCHANDISE COSTS	5450	0	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	893	4,000	6,426	(2,426)	4,000
	STREET FAIR OFFICE SUPPLIES	5480	100	117	1,600	1,411	189	1,800
	OUTSIDE SER. GOLF CARTS/TRUCK	5482	0	0	6,000	0	6,000	6,000
	SANITATION SUPPLIES	5484	0	618	6,200	4,640	1,560	6,200
	OUTSIDE SERVICES - SWEEPING	5485	500	0	4,000	0	4,000	4,500
	PAYROLL TAXES FEDERAL	5490	4,000	2,038	32,000	16,129	15,871	36,000
	STATE PAYROLL TAXES	5491	800	544	8,400	3,753	4,647	10,000

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA - Combined P L - Single Width
From 4/1/2022 Through 4/30/2022

(In Whole Numbers)

		Current Period	Current Period	YTD Budget -	Current Year	YTD Budget	Total Budget -
	Budget -	Current Period	Actual	Original	Actual	Variance -	Original
	Original					Original	
PAYROLL PROCESSING	5492	300	164	2,900	1,806	1,094	3,500
POSTAGE & MAILING	5500	200	37	1,700	276	1,424	2,100
PRINTING & LAYOUT	5510	100	0	1,000	0	1,000	1,200
PUBLIC RELATIONS	5550	0	0	500	0	500	500
REFUNDS	5560	0	470	0	34,089	(34,089)	0
SALARIES - ADMINISTRATION	5580	8,498	8,935	91,868	82,730	9,138	108,865
SALARIES - STREET FAIR	5590	23,346	17,014	202,264	123,697	78,567	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	509	5,000	5,746	(746)	5,000
HEALTH DEPT	5621	0	0	5,700	3,586	2,114	6,600
OUTSIDE SERVICE - TENT SET UP	5626	1,300	0	9,100	0	9,100	11,100
OUTSIDE SERVICE - TRASH	5650	165	176	1,155	797	358	1,485
USE OF FACILITY	5670	0	0	0	1,000	(1,000)	1,000
WORKERS COMPENSATION INSURANCE	5680	1,200	608	7,350	4,036	3,314	7,350
ALUMNI GRANTS	5820	0	0	1,000	0	1,000	1,000
STREET FAIR BOOTH TRACKER	5825	270	310	2,700	4,610	(1,910)	3,240
Total EXPENSE		75,262	55,754	738,890	542,173	196,717	866,745
NET INCREASE (DECREASE) BEFORE OTHER INCOME/(EXPENSE)		(21,096)	28,158	16,556	(38,640)	(55,196)	(77,234)
OTHER INCOME/(EXPENSE)							
REALIZED GAIN/(LOSS)	4050	0	1,182	0	68,995	68,995	0
UNREALIZED GAIN/(LOSS)	4055	0	(36,865)	0	(119,424)	(119,424)	0
Total OTHER INCOME/(EXPENSE)		0	(35,683)	0	(50,429)	(50,429)	0
NET INCREASE (DECREASE)		(21,096)	(7,525)	16,556	(89,069)	(105,625)	(77,234)

College of the Desert Alumni Association
Statement of Revenues and Expenditures Combined SF GA
Fiscal Year Through 4/30/2022

		Current Year Actual	Prior Year Actual	Variance
INCOME				
	4020	12,852.16	15,414.00	(2,561.84)
	4040	9,836.03	18,879.39	(9,043.36)
	4085	0.00	36,752.83	(36,752.83)
	4100	<u>480,844.56</u>	<u>9,384.93</u>	<u>471,459.63</u>
Total INCOME		<u>503,532.75</u>	<u>80,431.15</u>	<u>423,101.60</u>
EXPENSE				
	5000	11,500.00	12,000.00	(500.00)
	5010	33,661.81	4,898.17	28,763.64
	5030	40.00	250.00	(210.00)
	5031	7,982.76	1,616.50	6,366.26
	5035	8,313.79	11,222.01	(2,908.22)
	5060	182.00	479.95	(297.95)
	5065	1,194.95	40,548.55	(39,353.60)
	5090	36,838.75	27,131.25	9,707.50
	5110	11,704.00	12,510.00	(806.00)
	5120	3,593.18	1,751.39	1,841.79
	5130	65,389.50	55,741.79	9,647.71
	5155	3,866.00	0.00	3,866.00
	5160	15,347.45	0.00	15,347.45
	5164	572.67	133.96	438.71
	5170	7,457.18	0.00	7,457.18
	5200	39.89	0.00	39.89
	5261	3,896.17	2,004.47	1,891.70
	5263	1,039.89	0.00	1,039.89
	5400	2,617.15	2,657.30	(40.15)
	5410	7,932.84	3,896.60	4,036.24
	5415	2,080.00	0.00	2,080.00
	5420	7,665.20	2,700.00	4,965.20
	5430	9,162.00	0.00	9,162.00
	5470	6,425.75	4,714.07	1,711.68
	5480	1,410.99	0.00	1,410.99
	5484	4,640.31	0.00	4,640.31
	5490	16,128.54	8,214.60	7,913.94
	5491	3,753.46	1,302.00	2,451.46
	5492	1,806.00	1,550.00	256.00
	5500	275.87	209.55	66.32
	5560	34,089.25	0.00	34,089.25
	5580	82,730.54	55,390.97	27,339.57
	5590	123,697.05	50,340.88	73,356.17
	5596	5,363.39	0.00	5,363.39
	5610	0.00	168.71	(168.71)
	5620	5,745.58	27.00	5,718.58
	5621	3,586.00	0.00	3,586.00
	5650	796.96	0.00	796.96
	5670	1,000.00	0.00	1,000.00
	5680	4,036.12	(309.38)	4,345.50
	5825	<u>4,610.00</u>	<u>2,700.00</u>	<u>1,910.00</u>
Total EXPENSE		<u>542,172.99</u>	<u>303,850.34</u>	<u>238,322.65</u>
NET INCREASE (DECREASE) BEFORE OTHER INCOME/(EXPENSE)		(38,640.24)	(223,419.19)	184,778.95
OTHER INCOME/(EXPENSE)				
	4050	68,995.10	177,428.14	(108,433.04)
	4055	(119,423.82)	16,459.82	(135,883.64)
Total OTHER INCOME/(EXPENSE)		(50,428.72)	193,887.96	(244,316.68)
NET INCREASE (DECREASE)		(89,068.96)	(29,531.23)	(59,537.73)