

# RAP FOUNDATION

## BOARD OF DIRECTORS – APPROVED MINUTES

9:00 A.M. Wednesday, Nov. 4, 2015

73-710 Fred Waring Dr., # 115 and 667 N. Lovekin Blvd.  
Palm Desert, CA 92260 Blythe, CA 92225

### I. CALL TO ORDER- Roll Call:

*Present: Joe Hayes, Bill Kroonen, Larry Parrish, Mark Moran, Rosemary Ortega, Jean Benson, Rudy Gutierrez, Annica Meza Dawe, Ricardo Loretta, Ann Dew, Michelle DeArmond.*

*Excused absence: Craig Borba*

*Absence: Brandy Cox, Claudia Galvez.*

### II. CHANGES OR ADDITIONS TO THE AGENDA

In order to meet Brown Act requirements, items may be added to the agenda only upon a decision by a majority of the Board of Directors to add the item because of a need for immediate action.

### III. PUBLIC COMMENT / PRESENTATIONS

**Public Comments:** All persons wishing to speak are requested to fill out a comment card so they may be recognized at the appropriate time. General comments regarding non- agenda items will be called for at this time. Specific comments regarding agenda items will be called for during discussion of each item. Please be prepared to limit your remarks to three (3) minutes.

**2015 State of Nonprofits Report Presentation - Presentation by Denys Arcuri**

### IV. CONSENT CALENDAR

#### A. MEETINGS MINUTES of the September 30, 2015 Board meeting. Action Required

*Staff Recommendation:* Approve attached (#1) draft minutes as submitted.

*Motion: M. Moran to approve the consent calendar. Second: L. Parrish Approved: 11  
Opposed: 0 Abstention Name(s): 0*

#### B. GRANT/ PROGRAM OFFICER REPORT – No action.

*Staff Recommendation:* Receive report (attachment #2) as information only

#### C. CEO's REPORT – No action.

*Staff Recommendation:* Receive report (attachment #3) as information only

### V. NEW BUSINESS ITEMS

#### A. FINANCIAL REPORTS- None

#### B. Oct. 21<sup>st</sup> Annual Communications Conference and Desert Fast Pitch Review - Action Required

Attachment #4 Program and budget

Approximately 180 people attended the Oct. 21<sup>st</sup> event. We received positive feedback from attendees. The featured speakers, Nancy Berlin, Dr. Laura Deitrick, Dr. Peter Long and Dr. Beatriz

Solis, three workshops ( Utilizing Research and Data, Developing Nonprofit Professionals, and Multi-Sector Collaboration provided informative material. The Desert Fast Pitch and Scott Budnick were inspirational and motivational. The cost of the event was less than amount budgeted by approximately \$8,000.

**Staff Recommendation:** RAP to plan on hosting a 2016 Annual Conference and Desert Fast Pitch. The event is to be a one day event, possibly at the Annenberg Health Center. The RAP contribution requested is \$70,000 (2015 amount is \$72,000). In order to make the best use of the Board and Staff time, the Conference Committee would consist of Board members who are interested in assisting staff with securing sponsors.

*Motion: R. Loretta to approve staff recommendation with a change to the requested amount "is up to \$70,000". Second: M. Moran Approved: 11 Opposed: 0 Abstention Name(s): 0*

**C. County – RAP Agreement update – Action Required** L. De Lara and M. DeArmond Supervisor Benoit and his Chief of Staff Michelle DeArmond recently met with County Counsel and the Executive Office to discuss the draft agreement approved by the RAP Board on June 24, 2015. They met with L. De Lara on Oct. 23 and the following issues were discussed:

- a. The County is requiring the term of the agreement to change from one year to five. County Counsel presented a strong legal argument as to why this is necessary. They want consistency with other County agreements that do not exceed five years.
- b. The reporting responsibilities. The Annual Report and the annual Audit will be presented to the full Board of Supervisors as a "Receive and File" agenda item each year. This is actually a reversion to an earlier policy changed by the Executive Office a few years ago. This allows for elected officials to have oversight of funding decisions and to ensure the activities are in compliance with RAP's Mission.
- c. The County would like to remove the identifying parcel numbers from the agreement. The reason is that parcel numbers have changed through the years and can no longer be identified with the old numbers. The County proposes to replace the parcel numbers with language describing the boundaries. The actual property included in the new agreement will remain the same as the original agreement between the County and the City of Palm Desert.
- d. The need to clarify accounting terminology and scope of services. The Executive Office will work with RAP staff to review our accounting processes and terminology to ensure clear understanding.

**Staff Recommendation:** The RAP CEO is seeking a reconsideration from the RAP Board to replace the following language in the agreement "The Agreement shall automatically renew on July 1 each year through June 30, 2021, unless COUNTY notifies FOUNDATION of its intent to terminate as provided in Section 5 herein."

In addition, to allow the RAP CEO to meet with County Counsel and Michelle DeArmond to work on making revisions that are acceptable to both the County and RAP. Upon completion of this work, the next draft be submitted to the RAP Board for consideration.

*Motion: M. Moran to approve staff recommendation. Second: A. Dew Approved: 11 Opposed: 0 Abstention Name(s): 0*

**D. Program Payments - \$20,000- Action Required**

FIND Food Bank-Final payment, 3 <sup>rd</sup> year	\$500
Galilee Center – Final payment, 2 <sup>nd</sup> year	\$500

Palo Verde Valley Senior Center-Final payment, 2 <sup>nd</sup> year	\$9,000
Colorado River Senior Center- Second payment, 15 <sup>th</sup> year	\$10,000

**Staff Recommendation:** Authorize the above quarterly payments, for a total of \$20,000. All amounts were previously approved by the RAP Board.

*Motion:* B. Kroonen to approve staff recommendation. *Second:* R. Ortega *Approved:* 11  
*Opposed:* 0 *Abstention Name(s):* 0

**E. Synergy Music & Art Festival Sponsorship Request \$2,000 – Action Required.**

The event is scheduled to take place November 14 in the City of Coachella. The event will benefit the overall community and promotes “health, wellbeing, and gives local artist a place to showcase their talents.” The requested amount was not within the CEO’s discretion to take action. Attachment #5

**Staff Recommendation:** Approve a \$500 sponsorship.

*Motion:* M. Moran to approve a \$500 sponsorship. Ann Dew suggested we fund the event’s health aspect instead of the community aspect. Also, that there may be a need for TAP services. *Second:* L. Parrish *Approved:* 9 *Opposed:* 2 *Abstention Name(s):* 0

**F. The Fourth Annual Michael Rosenfeld Children’s Development Fund Mixer Benefit \$3,000- Action Required**

The event will take place on Nov. 20 at the La Quinta Museum. The event will benefit farmworkers and low income families utilizing the San Jose Community Center located in the community of Oasis. The requested amount is not within the CEO’s discretion to take action. Attachment #6

**Staff Recommendation:** Approve a \$1,500 sponsorship.

*Motion:* R. Ortega to approve a \$1000 funding request and notify applicant that sponsor requests should be made four months in advance of the event. *Second:* M. Moran *Approved:* 2  
*Opposed:* 9 *Abstention Name(s):* 0 *Motion failed.*

*B. Kroonen suggested staff communicate to the applicant that they may consider applying for Small Grant and provide more detail about their afterschool program.*

**C. Arrange to have the December 9 Board meeting at an alternate site- Action Required**

At the May 2015 Strategic Plan Update meeting, the Board indicated an interest in having a meeting, possibly once a year, at a location of one of our funded organizations.

**Staff Recommendation:** To arrange to have the December 9 meeting at either the Galilee Center in Mecca, the Desert Hot Springs Boys and Girls Club or FIND Food Bank in Indio.

*Motion:* *Second:* *Approved:* *Opposed:* *Abstention Name(s):*

*There was a Board consensus to have a future meeting at an alternative site, but the location was not decided. Staff agree to take a poll of Board members of their preference. The Dec. 9 meeting will be at the RAP office.*

**VI. COMMITTEES -**

**A. AUDIT COMMITTEE– No Required**

**The 2015 Audit is complete. However, it will be reviewed by the Audit Committee as soon as a meeting can be scheduled and presented to the full Board on Dec. 9.**

**B. FOUNDATION POLICIES & PROCEDURES/PROCESS COMMITTEE**– No Action

**C. BYLAWS COMMITTEE** – No Action

**D. NOMINATIONS COMMITTEE** – Stuart is in the process of setting up meetings for the committee.

**E. EXECUTIVE COMMITTEE**– Meeting scheduled to take place on Nov. 4 at 8:15. Any reportable action will be summarized by J. Hayes.

*J. Hayes reported that the Executive Committee met earlier to discuss the CEO evaluation. They will present their recommendation to the full Board at the Dec. 9 Board meeting in closed session.*

**VII. BOARD MEMBER / STAFF COMMENTS**

**Mark Moran – to provide update of discussions with Skip Paige, Golden Voice**

**Desert Sun Article on October 22 (attachment #7)**

**The Volunteer Fair at CSUSB- PD Campus**

**AFP Philanthropy Luncheon on Nov. 18**

*M. Moran reported that in a recent meeting with Skip Paige, Skip announced that Golden Voice would be making a financial contribution to RAP to support our youth mental health efforts in the eastern Coachella Valley.*

*Annica Meza Dawe reported that Bradman University will have their official Ribbon Cutting event on Nov. 19.*

*Ann Dew shared a story of a person she know who could not afford to purchase her medication. Later on Ann learned that there are coupons available on-line for many medications with major monetary savings. Ann mentioned that RAP should explore working with the Future Physicians Program, formerly administered by Dr. Raul Ruiz, to maintain a resource manual listing program that provide coupons for medications.*

**VIII. ADJOURNMENT:** The next regularly scheduled Board meeting will be held at **9:00 A.M. on December 9, 2015. Agenda Posting:** Agendas will be posted on the Foundation website – [www.regionalaccessproject.org](http://www.regionalaccessproject.org) - a minimum of 72 hours prior to the meeting date. All public record documents for matters on the open session of the Agenda are available for inspection at the meeting listed in this Agenda, and at the following location three (3) days prior to the meeting date: Regional Access Project Foundation, 73-710 Fred Waring Dr., Palm Desert, CA 92260. If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.