

BOARD OF DIRECTORS – APPROVED MINUTES

January 23, 2019 9:00 AM

41550 Eclectic Street Palm Desert, CA 92260



- I. CALL TO ORDER- Roll Call at 9 AM. A moment of silence to recognize the passing of Mayor Greg Pettis. Present: M. Moran, C. Borba, J. Pye, A. Amaya, B. Kroonen, R. Gutierrez, J. Hayes, T. St. Johns, R. Loretta, R. Ortega, V. Tanner, A. Wilson, A. Zavala, P. Cooper. Quorum established.**

Excused absences: A. Dew, B. Gonzalez, M. Gialdini, C. Galvez, V. Hudson, E. Romero

- II. CHANGES OR ADDITIONS TO THE AGENDA - None**

- III. PUBLIC COMMENT / PRESENTATIONS –**

CNA Director John Epps made a presentation about the 2019 Desert Fast Pitch. He announced the 11 nonprofits that have been selected to participate in the program. He also provided an overview of changes implemented and timeline of trainings, semi-finals and finals.

- IV. CONSENT CALENDAR – Action Required**

- A. MEETINGS MINUTES** of December 12, 2018 Board meeting (attach. #1)
- B. GRANT/ PROGRAM OFFICER REPORT** (attach. #2) – Receive and File.
- C. CEO’s REPORT** (attach. #3) – Receive and File.
- D. FINANCIALS-Receive and File Draft Financials** up to December 30, 2018 (attach. #4). The Finance/Investment Committee met on Jan. 14. They requested that our Wells Fargo Investment Representative present a plan on how we should handle operational funds to generate investment revenue.

Also, they reviewed the 2nd Quarter Budget and directed staff to provide more realistic year-end projections.

Staff Recommendation: Approve December 12, 2018 Minutes. Receive & file: Grant, CNA, CEO Reports and Financials as submitted.

Motion: C. Borba to accept Staff Recommendation. Second: V. Tanner Approved: 14 Opposed: 0 Abstention Name(s): None

- V. NEW BUSINESS ITEMS – Action Required**

- A. Resolution of 2019-01 Renewal of Existing Policies and Procedures – (attach. #5)**

Staff Recommendation: to Approve the renewal of Policies and Procedures on listed resolutions. The Board members are requested to complete the Annual Conflict of Interest forms and submit the Form 700 by the next meeting, Feb. 27.

Motion: J. Hayes to accept Staff Recommendation with correction of date on Resolution. Second: R. Gutierrez Approved: 14 Opposed: 0 Abstention Name(s): 0

- B. Update of the 2019 Employee Handbook**

The annual revisions to be in compliance with new laws have been made by RAP’s Human Resources’ consultant. The Governance Committee met on Jan. 14 to review changes and made no modifications. (attach. #6)

Governance Committee Recommendation: To approve the 2019 Employee Handbook.

Motion: J. Hayes to approve Governance Committee Recommendation. Second: V. Tanner Approved: 14 Opposed: 0 Abstention Name(s): 0

- C. Approve the increased rates for Center for Nonprofit Advancement (CNA) membership. PowerPoint Presentation
The CNA membership model was created in 2017. This will be the first increase since creation. Currently there are 96 members, and of those 56 are pending and 15 are paid renewals. CNA membership dues generate revenue to support the program.

CNA Committee Recommendation: To approve the increase as proposed.

Motion: R. Gutierrez to approve CNA Committee Recommendation. Second: A. Zavala

Approved: 14 Opposed: 0 Abstention Name(s): 0

- D. Ratification of Executive Committee Actions - Items #1 Meeting was held on January 14 and attended by: M. Moran, C. Borba, J. Pye, M. Gialdini, J. Hayes, and B. Kroonen.

1. Request from Lift to Rise to disallow the Fiscal Fee (5%) for non-operational funds that would be held in a separate bank account.

Executive Committee Recommendation: To approve the request but to check to see if there is an option and interest to have the funds in an interest-bearing account.

Motion: V. Tanner to approve Executive Committee Recommendation. Second: C. Borba

Approved: 14 Opposed: 0 Abstention Name(s): 0

- E. To approve the renaming of the Energy Efficiency Campaign and approve the Scope (Objective, Process, Membership and Structure) of this newly created committee. (attach. #7)

Capital Campaign Committee Recommendation: To approve the scope as submitted.

Motion: B. Kroone to approve the Capital Campaign Recommendation. Second: J. Pye

Approved: 14 Opposed: 0 Abstention Name(s): 0

- F. Review the Center for Nonprofit Advancement (CNA) plan to expand services throughout Riverside County - The Board requested that Staff provide a plan to expand CNA services by Dec. 2018. CNA Director will provide a plan for the Board to consider adopting (10 minutes) – Action Required

Motion: C. Borba that CNA can expand services throughout Riverside County with CNA Committee and RAP approval with no changes to current CNA budget, unless new funding is received to support new services. Second: A. Amaya Approve: 14 Oppose: 0 Abstention Name(s): 0

VI. INFORMATIONAL ITEMS– Committees and Community Events - No Action

Review Committee Assignments for 2019. Board members are asked to notify staff if they have an interest in making a change (add or drop) a committee due to interest or availability.

Executive: Mark, Craig,, Jan, Mike, Joe, Bill

Nominations: Ricardo, Mark, Claudia, Bill

Finance/Investment: Jan, Mark, Bill, Craig, Mie

Audit: Van, Mark, Anayeli

Grants: Craig, Rosemary, Van, Ann, Anayeli, Mike, Aurora: Non-voting member Tricia Gehrlein

Facilities: Mike, Craig, Mark, Rudy, Claudia, Aurora

Capital Campaign: Mike, Mark, Aurora, Pat

CNA: Jan, Amber, Van

Mental Health Initiative: Tori, Valerie, Greg Rodriguez (representing Sup. Perez),

Non- Rap Members: Jim Grisham, Robin McCall, Garth Dale, Cristine Castro, Sylvia King, Donna Craig/Lisa Houston.

M. Moran brought it to staff's attention that the Governance Committee was not included in the roster.

Governance: Rosemary, Elizabeth, Rudy, Craig, and Mark

- A. EXECUTIVE–Met on Jan. 14 Approved Oct. 30 Minutes. Attach #8 Next meeting tentatively set for Feb. 11.
- B. MENTAL HEALTH – Scheduled to meet on Feb. 21
- C. GRANTS - Met on Dec. 3. Approved Minutes Attach. #9 for Oct. 18. Next meeting Feb. 11
- D. CNA– Next meeting TBD.
- E. FACILITIES- Met on Dec. 17. Approved September 26 and December 12 Minutes, attach.#10a #10b. Set to meet Jan. 23. after the board meeting.
- F. NOMINATION – Next meeting TBD
- G. GOVERNANCE – Met Jan. 14 at 1:30. Next meeting TBD
- H. FINANCE AND INVESTMENT – Met on Jan. 14. Approved Minutes for Oct. 24, 2018 meeting. (attach.#11) Next meeting TBD. .
- I. JAMES IRVINE FOUND. REGRANTING – Grantees met on Nov.30 in person and on Jan. 4 by phone. Next meeting is Feb. 22 (attach. # 12)

VII. BOARD MEMBER / STAFF COMMENTS

Results Based Training will take place on February 25 and April 5 - confirmed: Jan, Aurora

The following was announced by CEO:

March board meeting will be the Strategic Planning meeting instead of waiting for April. This meeting is traditionally 8 am to 1 pm.

May board meeting will include budget

Jan. 29 – Eve Fromberg will be delivering a training, “ Centering the Board.”

April 24 is next Sexual Harassment training.

Board member Van Tanner announced that the CVAG Homelessness committee is working to resolve homelessness regionally.

VIII. ADJOURNMENT: Next meeting is February 27, 2019 at 9:00 AM at 41550 Eclectic St. Palm Desert.