

BOARD OF DIRECTORS – APPROVED MINUTES

December 11, 2019 8:30 AM

41550 Eclectic Street Palm Desert, CA 92260

900 University Avenue Hinderaker Hall 3144 Riverside, CA 92521

240 North Spring Street Blythe, CA 92225

6114 Terrace Dr. Johnston, IA 50131

- I.** CALL TO ORDER at 8:30 by Board Chair M. Moran- Roll Call: *Vice Chair C. Borba, Secretary M. Gialdini, Treasurer M. Gonda, A. Dew, B. Kroonen, R. Gutierrez, C. Galvez, J. Pye, J. Hayes, T. St. Johns, R. Loretta, R. Ortega, E. Romero, V. Tanner, A. Wilson, P. Cooper and V. Hudson on telephone (all votes taken by roll call until the conclusion of the agenda item V. D when V. Hudson left due to another commitment.)*
- II.**
- III.** CHANGES OR ADDITIONS TO THE AGENDA - *None*
- IV.** PUBLIC COMMENT / PRESENTATIONS – *Only one scheduled presentation.*
- V.** Lionel Contreras – Executive Director of the Riverside County Latino Commission - *Riv. Co. Latino Commission Representative Justina Larson (Clinician) followed by CVUSD Karina Vega made a presentation about services provided at CVUSD. They addressed board member questions.*
- VI.** CONSENT CALENDAR – Action Required
- A.** MEETINGS MINUTES of October 23, 2019 Board meeting (attach. 1)
- B.** GRANT/ PROGRAM OFFICER REPORT (attach. 2) – Receive and File.
- C.** CNA DIRECTOR REPORT (attach. 3) – Receive and File.
- D.** CEO’s REPORT (attach. 4) – Receive and File.
- E.** FINANCIALS-Receive and File Draft Financials up to November 30, 2019. Recommended for Approval by the Finance/Investment Committee on Nov. 14 (attach. 5).

Staff Recommendation: Approve October 23, 2019 Minutes. Receive & file: Grant, CNA, CEO Reports and Financials.

Motion: J. Hayed to approve the Oct. 23 Minutes as submitted, Receive and file the Grant, CNA Reports. Continue the Financials until next month because they were not ready due to early meeting date.

Second: V. Tanner Approved: 18 Opposed: 0 Abstention Name(s): A. Dew and R. Ortega were absent at previous meeting and chose to abstain from approving the 10/23 Minutes.

- VII.** NEW BUSINESS ITEMS – Action Required
- A.** Request for Nominations for Chair, Vice-Chair, Treasurer, and Secretary. The two-year term is scheduled to start at the Jan. 22, 2020 Board meeting. The Nominations Committee Chair will ask for nominations at this time for all positions. The Nominations Committee will consider all interested nominees at a future meeting and will recommend the Slate of Officers at the January 22 meeting. Nominations as follow: Chair: Craig Borba, Vice-Chair: Jan Pye, Secretary: Mike Gialdini, Treasurer: Matt Gonda
- B.** Consider amending the Bylaws regrading number of Directors. Per RAP bylaws dated Jan. 2018, “Section 4: Number of Directors. The authorized number of Directors shall be twenty one (21) until changed by amendment of the Bylaws.

Nominations Committee Recommendation: We currently have 19 board members and two vacancies. The Nominations Committee interviewed three board candidates and would like to recommend to the board at the January Board meeting to appoint the three. However, before doing so, the Board would need to amend the Bylaws if they agree with their recommendation. *No action taken.*

C. Grants Funding Requests

Grants Manager will provide an overview of Grants Budget & Summary of Requests (attach. #6 & #7)

The Grants Committee met on Nov. 14. In attendance: C. Borba, R. Ortega, A. Wilson, T. Gehrlein, A. Dew, V. Tanner and Mike Gialdini.

1. Small Grant Request

a. Hidden Harvest– Request \$ 5,000

“The Senior Market project was developed to benefit low to very low income seniors who not only struggle to afford healthy fruits and vegetables and with transportation. Locations are in low-income housing communities. Also, provided are market locations at senior centers which are located in low-income neighborhoods (Coachella Senior Center, Indio Senior Center, Cathedral Center, First Baptist Church in north PS). “

Interviewed: Sandra Carroll, Assistant Director

Reviewers Rating: 89%

Grants Committee Recommendation: To approve \$5,000 and require exploring volunteers to assist in obtaining data for RAP and other funders.

Motion: J. Hayes to approve the Grants Committee Recommendation. Second: V. Tanner

Approved: 18

Opposed: 0

Abstention Name(s): 0

2. Performance Grant Request

a. Colorado River Senior Center – Request \$38,400

Funds are to pay for part-time staffing, food costs for weekday lunches, preparation and delivery charges for Meals on Wheels, and Commodity program, and vaccine, medical exams, and blood tests for annual Health Fair. Request for 19th year of funding 18th year \$38,550 (\$38,400 plus \$150.00 half of CNA membership), 17th year \$38,400, 16th year \$40,000, 15th year \$40,000. The Exec. Director shared that the Center will experience a decrease of \$8,500 in revenue due to the County’s shift of emphasis to only Veterans, children & music programs.

Interviewed: John Ewing, Executive Director Reviewers: 80% w/ requirement for continued assistance from CNA to address sustainability, succession planning, evaluation and grant writing training opportunities.

Grants Committee Recommendation: To approve \$38,400 and an additional amount of \$2,500 to include CNA membership renewal, and supplementary amount to cover anticipated CNA costs.

Motion: M. Moran to approve Grants Committee Recommendation but to include a letter to Supervisor Peres on behalf of the board asking that he reconsider the Center’s CID request. At the request of board member V. Hudson the RAP Board will revisit funding in 6 months. Second: V. Tanner

Approved: 18

Opposed: 0

Abstention Name(s): 0

3. Sponsorship Request

a. California CareForce - \$2,500

California CareForce will host a 2-day free clinic at the Riverside County Fairgrounds (Indio, CA), providing dental, vision and medical service to the underinsured and in-need individuals of Riverside County and surrounding areas, on March 27 - 28, 2020, serving an estimated 1,500 veterans, seniors, and families. Funds will be used for volunteer support; medical, dental and vision disposable supplies, equipment transportation to establish the clinic, and clinic promotion.

Staff Recommendation: The Grants Committee directed staff at their Nov. 14 meeting to advance applications directly to the Board if the number of applicants was less than two. Staff has evaluated application and has no questions or concerns and is seeking the Board’s direction.

Motion: M. Moran Second: V. Tanner Approved: 18 Opposed:0 Abstention Name(s): 0

- D. Resolution 2019.05 CEO's Grant Discretion Policy (attach. 8) - The Executive Committee met on Dec. 6 and made 3 changes which include 1. Correct grammar in A. 2. Increase amount to \$5,000 to be consistent with the Small Grants amount. 3. Include that the CEO's action will be ratified by the Executive Committee at the next meeting.

Executive Committee Recommendation: To approve the Resolution 2019.05 with edits indicated.

Motion: J. Hayes to approve Executive Committee Recommendation. Second: R. Ortega

Approved: 18 Opposed: 0 Abstention Name(s): 0

- E. Resolution 2019.07 Annual Meeting Date – An Annual Meeting is required by our Bylaws. Updated to reflect that the meeting date is on the 4th Wednesday of the month. (attach. 9). The Executive Committee met on Dec. 6 and made no changes.

Executive Committee Recommendation: To approve Resolution 2019.07

- F. Resolution 2019.08 Regularly Scheduled Board of Directors Meeting Date – Updated to reflect that the Board meets the 4th Wednesday of the Month. (attach. 10) The Executive Committee met on Dec. 6 and made no changes.

Executive Committee Recommendation: To approve Resolution 2019.08 as submitted.

Motion: C. Borba to approve Executive Committee Recommendations for item E. and F. Second: V. Tanner

Approved: 17 (V. Hudson left meeting) Opposed: 0 Abstention Name(s): 0

- G. Resolution 2019.09 Renewal of Funding Processes – Updated to reflect the changes approved by the RAP Board on Sept. 25, 2019. (attach. 11) The Executive Committee met on Dec. 6 and decided to remove reference to Attachment A (Flowchart) in the first paragraph. The Flowchart will be reviewed by Grants Committee before being advanced to the full Board for consideration.

Executive Committee Recommendation: To approve the Resolution 2019.09.

Motion: J. Hayes to approve Executive Committee Recommendation. Second: R. Ortega

Approved: 17 Opposed: 0 Abstention Name(s): 0

- H. Resolution 2019.06 Credit Card Authorized Users and Maintenance Policy. – Designation of two credit cards, and authorized users. (attach. 12) The Finance Committee met on Dec. 6 and made one edit to the Resolution presented.

Finance Committee Recommendation: To approve Resolution 2019.6

Motion: A. Dew to approve Finance Committee Recommendation. Second: V. Tanner Approved: 17

Opposed: 0 Abstention Name(s): 0

- I. CNA Changes to Membership Fees-The CNA Program includes a Membership component available to nonprofits. - CNA Committee met on Dec. 4 and discussed lessons learned after one year of providing Membership services, other capacity building membership models, the sustainability of the services, and potential for generating revenue. (attach. 13)

CNA Committee Recommendation: For the Board to approve the changes to the Membership Matrix which includes fees and associated entitlements.

Motion: J. Hayes to approve CNA Committee Recommendation for both I. and J. (below) Second: M.

Gialdini Approved: 17 Opposed: 0 Abstention Name(s): 0

- J.** CNA Funding Requests – CNA Members are entitled to services depending on the amount they pay. However, CNA Members may require additional services that they may not be able to afford. Therefore, CNA Members providing services to Fourth District residents and meeting RAP funding criteria may apply for funding to pay for additional CNA services. (attach. 13 same as above)

CNA Committee Recommendation: For the Board to designate this Committee to review and make decisions on whether the applicant meets the eligibility criteria to be allocated funds from CNA budget for additional services. The Committee’s decision will be advanced to the Board as a recommendation for consideration.

- K.** Approve the Meeting Dates for 2020. Unless otherwise stated, the meetings start at 9 AM.

Jan. 22

Feb. 26

March 25

April 22

May 27

June 24

July 22 (The Board has cancelled meetings in 2018 and 2019 due to lack of quorum)

August – No meeting

September 23

Oct. 28

December 9 (Replaces the November and December meetings)

Motion: *V. Tanner to accept the 9 meeting dates listed above, and not meet in July, August, and November.* **Second:** *R. Gutierrez* **Approved:** 17 **Opposed:** 0 **Abstention Name(s):** 0

VIII. INFORMATIONAL ITEMS- No Action

A. Board Attendance for 2019 (attach. #13.1)

B. Desert Fast Pitch – Nov. 20 at 2 PM at UCR Palm Desert

C. EXECUTIVE–Met on Dec. Minutes for Nov. 13 attached #14 Next meeting set for Jan. 13.

D. MENTAL HEALTH – Met on Nov. 21. Minutes for Oct. 17 meeting attached, attach. #15. Next Meeting Jan. 16 at 2 pm

E. GRANTS - Met on Nov. 14. Approved Oct. 14 Minutes Attach. 16.

F. CNA– Met Dec. 4. Oct. 23 Minutes attached # 17. Next meeting Jan 22 after Board meeting

G. FACILITIES- Met on June 19. Next meeting TBD

H. NOMINATION – Met on Dec. 11 at 7:30 AM. Approved March 1, 2019 Minutes Attached #18. Next meeting in early January. *Will have a joint meeting with Executive Committee in early January.*

I. GOVERNANCE – Has not met since Sept. 16, 2019. Next meeting TBD

J. FINANCE AND INVESTMENT – Met on Dec. 6. Approved Minutes for Nov. 13 meeting. (attach. #19) Next meeting will take place Jan. 13.

VII. BOARD MEMBER / STAFF COMMENTS

R. Gutierrez asked that we adjourn in memory of Jean Benson. Executive Committee members mentioned that they will be discussing at a future meeting ideas on how to recognize Jean’s service to RAP and the community.

CEO mentioned Desert Fast Pitch’s success and increase media coverage which included: Desert Sun, NBC Palm Springs and Desert Charities News.

R. Loretta mentioned the Dr. Carreon Holiday event on Dec. 23 at Las Casuelas in RM at 5 PM
Board members to advise CEO of Committee(s) assignment changes for next year.

Board Member Annual contribution reminder – last opportunity to claim for Tax Deduction.

VIII. ADJOURNMENT: *at 10:10* Next meeting is January 22, 2020 at 9:00 AM at 41550 Eclectic St. Palm Desert.

