

COLLEGE OF THE CANYONS FOUNDATION  
Video/Teleconferencing Executive Committee Meeting  
Wednesday, January 13, 2021

Closed Session: 4:00pm

Open Session: 4:30pm

VIA ZOOM VIDEO CONFERENCING

Meeting ID: 944-8572-537

Live Stream Link – (Copy & Paste Link into your Browser) ~

<https://canyonsonline.zoom.us/j/9448572537>

Call-In # 1 669 900 9128, Meeting ID: 944-8572-537, and follow the prompts.

*Materials will be available upon request by calling the College of the Canyons Foundation office at (661) 362-3433 (Gov. Code, § 54957.5.)*

**AGENDA**

\* Executive Orders N-25-20, N-29-20, and N-35-20 signed by Governor Newsom, authorizes local bodies to hold public meetings via teleconference and waives some of the requirements of the Brown Act. The full text of Executive Orders N-25-20, N-29-20, and N-35-20 are available at:

<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.12.20-EO-N-25-20-COVID-19.pdf>

<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf>

<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.21.20-EO-N-35-20.pdf>

Consistent with the provisions of the Executive Orders, the above-noticed meeting of the COC Foundation Executive Committee shall take place as follows:

**PARTICIPATION:** Members of the COC Foundation Executive Committee and the public may participate remotely by using the Zoom link and phone number above.

**PUBLIC COMMENT:** Members of the public wishing to provide public comment on **closed session items, open session items, and those items NOT on the agenda** that are within the jurisdiction of the COC Foundation Executive Committee, **MUST** submit their comments by 3:00pm for this meeting (as closed session starts at 4:00pm) via email to: [michelle.rey@canyons.edu](mailto:michelle.rey@canyons.edu).

**PLEASE NOTE:** Executive Committee Members are prohibited by the Brown Act from responding to comments made regarding topics **NOT** on the official agenda.

Please remember that Public comment is limited to **THREE MINUTES** per speaker (calculated at approximately 300 words). Members of the public who submit comments by the deadline above will be given the option to read their comments to the Executive Committee or have them read by Foundation staff. For those who wish to read their comments at the meeting, the Board Chair will invite you to speak, you will read your comments, and then you will be muted after you finish.

Please adhere to the following procedures:

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**PROCEDURES:**

- Public comment is limited to three minutes per speaker (calculated at approximately 300 words).
- Please submit an individual comment for each item by 3:00pm for this meeting.
- Please include in the email the following information:

1. Name
  2. Agenda Item Number
  3. Comment
  4. Your preference to either read your submitted comments or have a foundation staff member read it to the Board.
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Please note the following:

\* Submissions of public comments will be considered a public record under the Public Records Act and are therefore subject to public disclosure.

#### DISABILITY ACCOMMODATIONS

For any accommodations, please contact Michelle Rey at (661) 362-3433 or via email at [michelle.rey@canyons.edu](mailto:michelle.rey@canyons.edu)

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| <b>I. CALL TO ORDER</b>                                                                                                                                                                                                                                                 | <b>Steve Corn</b>                                             |
| <b>II. PUBLIC COMMENT</b><br>Comments by Members of the Audience on Closed Session Items                                                                                                                                                                                | <b>Steve Corn</b>                                             |
| <b>III. CLOSED SESSION</b><br>Pursuant to Government Code section 54957.9 subdivision (a):<br>Conference with Legal Counsel – Existing Litigation<br>Name of case: In re: College of the Canyons Foundation, FPCC Case No. 19/475                                       |                                                               |
| <b>IV. REPORT OUT OF CLOSED SESSION</b>                                                                                                                                                                                                                                 | <b>Steve Corn</b>                                             |
| <b>V. APPROVAL OF THE AGENDA AND MINUTES</b><br>Executive Meeting Minutes 11/12/20                                                                                                                                                                                      | <b>Steve Corn</b>                                             |
| <b>VI. PUBLIC COMMENT</b><br>Comments by Members of the Audience NOT on the Agenda                                                                                                                                                                                      | <b>Steve Corn</b>                                             |
| <b>VII. APPROVAL</b><br>A. Revisions to Investment and Spending policy<br>B. Financial Report through November 30, 2020<br>C. Transfer of \$80,000 from Fund 86 Scholarship Endowment Fund in LACOE to the Endowed Scholarship Fund in Raymond James Investment account | James Schramm<br>Jeff Thomas<br>Michelle Rey                  |
| <b>VIII. RATIFICATION</b><br>Professional Service Agreements<br>- MISSTRAN, Inc                                                                                                                                                                                         | <b>Michelle Rey</b>                                           |
| <b>IX. INFORMATION</b><br>A. Update on Foundation’s Employer Identification Number<br>B. 2019 Form 990<br>C. 2019-2020 Commensurate Return<br>D. Fundraising Report and Update                                                                                          | Cathy Ritz<br>Michelle Rey<br>Sharlene Coleal<br>Michelle Rey |
| <b>X. ADJOURNMENT</b><br>Next Meeting - Board Meeting – January 26, 2021                                                                                                                                                                                                | <b>Steve Corn</b>                                             |