

COLLEGE OF THE CANYONS FOUNDATION

Executive Committee Meeting
Thursday, November 12, 2020 4:00pm
<https://cccconfer.zoom.us/j/95061933769>

AGENDA

PUBLIC COMMENT: Members of the public wishing to provide public comment please remember that Public comment is limited to **THREE MINUTES** per speaker (calculated at approximately 300 words) and the submitted comments will be read by Foundation Staff. Please adhere to the following procedures:

Public comment on closed session agenda items must be submitted in advance no later than 1 hour before the start time of the meeting via email to: cathy.ritz@canyons.edu Comments will be read by Foundation staff for the record during the meeting.

Public comments on an agenda item or another topic within the jurisdiction of the Foundation Board must submit their comments in advance or during the meeting via email to cathy.ritz@canyons.edu The comments will be read by Foundation staff during the meeting.

PROCEDURES:

- Public comment is limited to three minutes per speaker (calculated at approximately 300 words).
- Please submit an individual comment for each item.
- Please include in the email the following information:
 1. Name
 2. Agenda Item Number
 3. Comment

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.
 - *Submissions will be read aloud at the meeting and must comply with the time limit allotted.
 - *Submissions must either address an item listed on the agenda or be within the subject matter jurisdiction of the Board.
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- I. CALL TO ORDER** **Jill Mellady**

- II. PUBLIC COMMENT**
Comments by Members of the Audience

- III. REVIEW OF MATERIALS - Jill Mellady**
Executive Meeting Minutes 7/1/20, 8/11/20, 9/2/20

- IV. APPROVAL**
 - A. 2019-20 Foundation Audit – Brandon Harrison/Kevin Holmes**
 - B. Executive Director – Delegation of Authority and Authorized Signatures – Policies, Procedures and By-laws – Cathy Ritz**
 - C. Financial Report through September 30, 2020 – Jeff Thomas**

V. RATIFICATION – Michelle Rey

Professional Service Agreements

-Mark Kashirsky

-Stacey Stanley

-Paul Rose

-Firebrand Creative House

-FE Brand Films, LLC

VI. INFORMATION – Michelle Rey

A. Update on Foundation's Employer Identification Number

B. Fundraising report and update

VII. ADJOURNMENT

Next Meeting – Board Meeting – November 17, 2020 – Zoom Meeting