

COLLEGE OF THE CANYONS FOUNDATION

Executive Committee Meeting  
Wednesday, March 6, 2019 4:00pm  
Canyons Hall 249

**AGENDA**

- I CALL TO ORDER** Brian Koegle
- II REVIEW OF MATERIALS**  
Executive Meeting Minutes 1/10/19 Brian Koegle
- III. APPROVAL**
- A. Financial Report through January 31, 2019** Jeff Thomas/Sharlene Coleal
- B. Master Operating Agreement** Sharlene Coleal
- C. Public Relations Fund – Fundraising Development** Cathy Ritz
- D. Board Member Resignation – Steve Chegwin & Randy Wrage** Cathy Ritz
- E. New Board Member recommendations** Doris Marie Zimmer
- a. Ed Masterson
- b. Sharlene Duzick
- c. Amanda Benson
- d. William Harwood
- e. Heather Duncan
- F. Professional Service Agreements** Cathy Ritz
- a. Charlotte D’Evelyn – Art Gallery Lecture
- b. Drago Culinary – Silver Spur Caterer
- G. Revisions to Foundation Policies** Cathy Ritz
- a. Purchasing Policy
- b. Planned Giving Policy
- c. Gift Acceptance Policy
- d. Endowment and Similar Funds Policy
- e. Alcohol Policy
- f. Scholarship Policy
- g. Real Estate Acquisition and Development Policy
- h. Board and Committee Meeting Policy
- i. Delegation of Authority and Authorized Signatures Policy
- j. Cash Acceptance Policy
- k. Source and Use of Public Relations Fund Policy
- l. Employee Salaries, Benefits and Working Conditions Policy
- m. Compensation Plan Policy
- n. Nepotism: Employment of Relatives Policy
- IV INFORMATION**
- Fundraising Update Murray Wood
- V. ADJOURNMENT**

Next Meeting Board Meeting – March 26, 2019