

DESERT COMMUNITY COLLEGE DISTRICT AUXILIARY SERVICES

# MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: **Thursday, September 7, 2016**

Place: President's Board Room, Administration Building  
College of the Desert  
43-500 Monterey Avenue  
Palm Desert, CA 92260

**Minutes:**

**1. Call to Order**

The meeting was called to order at 10:00 am by Lisa Howell

Present:

Dr. Joel Kinnamon  
Lisa Howell  
Mary Anne Gularte  
John Ramont

Absent:

Diane Wirth

**2. Approval of Agenda for September 7, 2016**

Dr. Kinnamon made a motion to approve the agenda as submitted, seconded by John Ramont.

No discussion.

Motion passed, all in favor, No opposed. No Abstentions.

**3. Approval of Minutes from June 2, 2016 Meeting**

John Ramont made a motion to approve the minutes as submitted, seconded by Dr. Kinnamon.

No discussion.

Motion passed, all in favor, No opposed. No Abstentions.

**4. Election of Officers for FY2016-2017**

Dr. Kinnamon made a motion to have the slate of officers continue as is, seconded by John Ramont.

Discussion: It was noted that Diane Wirth is no longer with the District, but that the slate should continue with the same positions.

Motion passed, all in favor, No opposed. No Abstentions.

Dr. Kinnamon made a motion to replace Diane Wirth with Mary Anne Gularte, seconded by John Ramont. Per this and the prior motion, the Board of Directors for the 2016-17 Fiscal Year are as follows:

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Lisa Howell	Chairperson	2017
Dr. Joel L. Kinnamon	Vice Chairperson	2017
John Ramont	Secretary/Treasurer	2017
Mary Anne Gularte	Member at Large	2017

No discussion.

Motion passed, all in favor, No opposed. No Abstentions.

## **5. Proposed Meeting Dates**

John Ramont made a motion to accept the proposed future meeting dates as presented.

Discussion: The following dates were reviewed, and it was noted that the final date is in the following fiscal year:

Thursday, December 15, 2016  
Thursday, March 16, 2017  
Wednesday, June 14, 2017  
Wednesday, September 13, 2017

Motion passed, all in favor, No opposed. No Abstentions.

## **6. Updated Bylaws**

Dr. Kinnamon made a motion to approve updates to the bylaws as presented, seconded by Mary Anne Gularte.

Discussion: Lisa Howell recommended updates to the bylaws to reflect current personnel and titles.

Motion passed, all in favor, No opposed. No Abstentions.

## **7. Budget Revisions**

Dr. Kinnamon made a motion to approve budget revisions as presented, as amended in discussion, seconded by Mary Anne Gularte.

Discussion: John Ramont presented budget revisions to the budget that was adopted in June 2016. Changes reflected revised projections based on the results of the 2015-16 fiscal year, as well as a line item for Library textbooks, which was omitted in error from the original budget. The budget revision item was further amended to include \$20,000 for employee recognition awards, and \$25,000 to support new faculty orientation activities.

Motion passed, all in favor, No opposed. No Abstentions.

#### **8. Approval of Payments for period ending June 30, 2016**

Mary Anne Gularte made a motion to approve the payments as submitted, seconded by Dr. Kinnamon.

No discussion.

Motion passed, all in favor, No opposed. No Abstentions.

#### **9. Financial Reports for period ending June 30, 2016**

Dr. Kinnamon made a motion to approve the financial reports as submitted, seconded by Mary Anne Gularte.

No discussion.

Motion passed, all in favor, No opposed. No Abstentions.

#### **10. Ratify/Approve Expenditures for Flex Activity**

Dr. Kinnamon made a motion to ratify/approve the expenditures for Flex activities as submitted, seconded by Mary Anne Gularte.

Discussion: Items were presented as follows:

- a. All Faculty & Staff Dinner on August 25, 2016
- b. Luncheon at EVC, Indio on August 25, 2016

Motion passed, all in favor, No opposed. No Abstentions.

#### **11. Update on College Golf Center RFP**

Lisa Howell presented that two additional vendors had responded to the Request for Proposals (RFP) to manage the Golf Range. Ms. Howell indicated that neither proposal was complete.

Discussion: Lisa Howell recommended that all proposals should be rejected, and that the structure of managing the range should be reevaluated.

No action was taken.

**The meeting was adjourned at 10:47 am.**