

RAP FOUNDATION

BOARD OF DIRECTORS

APPROVED MEETING MINUTES

9:00 A.M. Wednesday, June 24, 2015

73-710 Fred Waring Dr., # 115
Palm Desert, CA

667 N. Lovekin Blvd.
Blythe, CA

6186 NE Rosebay Dr.
Hillsboro, OR 97124

I. CALL TO ORDER- Roll Call

Present: C. Borba, L. Parrish, R. Loretta, J. Benson, M. DeArmond, A. Dew, A. Meza-Dawe, R. Gutierrez, B. Cox, M. Moran.

Absent: C. Galvez, R. Ortega, J. Hayes, B. Kroonen

II. CHANGES OR ADDITIONS TO THE AGENDA

In order to meet Brown Act requirements, items may be added to the agenda only upon a decision by a majority of the Board of Directors to add the item because of a need for immediate action. None

III. PUBLIC COMMENT / PRESENTATIONS

Public Comments:

Meegan Sullivan – “Y Be Fit” – Presentation made about a YMCA event to take place on Oct. 4th. M. Sullivan will follow-up with staff to inquire about funding opportunities.

IV. CONSENT CALENDAR

A. MINUTES OF THE MEETINGS of the May 27 Board meeting. Action Required

Staff Recommendation: Approve attached (#1) draft minutes as submitted.

Motion: M. Moran approve staff recommendation Second: M. DeArmond

Approved: 10 Opposed: 0 Abstention Name(s): 0

B. GRANT/ PROGRAM OFFICER REPORT – No action.

Staff Recommendation: Receive report (attachment #2) as information only

C. CEO’s REPORT – No action.

Staff Recommendation: Receive report (attachment #3) as information only

V. NEW BUSINESS ITEMS

A. FINANCIAL REPORTS- Action Required

Attachment #4: Statement of Revenues and Expenditures, Balance Sheet, Schedule of approved grants for current fiscal year. Stuart McClain is available for questions.

Motion: M.Moran approve staff recommendation Second: L. Parrish

Approved: 10 Opposed: 0 Abstention Name(s): 0

B. Adoption of 2015-2016 Budget - Action Required

Attachment #5 reflects the Board's commitment to the MHI.

Staff Recommendation: Approve the 2015-16 Budget as submitted.

Motion: M. Moran to approve staff recommendation Second: R. Loretta

Approved: 10 Opposed: 0 Abstention Name(s): 0

C. Review and provide direction regarding the Riverside County – RAP Agreement - Action Required

Our attorney Mark Edelstein, Law Firm of Fromberg-Edelestein-Fromberg, completed work on the County –RAP Agreement. I have attached the final draft copy, Attachment #6. The main issue is whether to add a 5 year clause.

M. Edelstein recommends the following language, (p. 4 of 21, line 26 and continued on p. 5 of 26)

“This Agreement shall automatically renew on July 1 each year through June 30, 2020, unless COUNTY notifies FOUNDATION of its intent to terminate as provided in Section 5 herein.”

The alternative language to be considered is as follows:

“This Agreement shall automatically renew each year unless COUNTY notifies FOUNDATION of its intent to terminate as provided in Section 5 herein.”

Upon the Board's approval of the agreement, it will be forward to County Counsel for her input and potential changes. The FINAL agreement will be presented to the RAP Board for action once County Counsel and RAP attorneys reach consensus on all items at a future Board meeting.

Executive Committee Recommendation: The Executive Committee recommended to have this item directed to the full Board for discussion and to make a decision.

Motion: M.Moran to approve the draft agreement and include the following statement: *“This Agreement shall automatically renew each year unless COUNTY notifies FOUNDATION of its intent to terminate as provided in Section 5 herein.”*

Second: A. Dew Approved: 10 Opposed: 0 Abstention Name(s): 0

D. Program Payments and Funding Requests - Action Required

The Grants Review Committee, including Board Members C. Borba, R. Ortega, & RAP staff, S. McClain & L. De Lara was directed by E. Guenther-James. It met to consider one funding request. The Reviewer's input and recommendations were discussed prior to the interview with the applicants.

1. Emergency Request - Joslyn Senior Center's *Healthy & Safe Delivery Project Meals on Wheels* Emergency Request \$5,000 Attachment #7

Description: The request is to purchase insulated delivery bags to be used by volunteers to transport the meals to homebound, frail seniors. The total cost is \$13,195, of which \$5,000 is being requested from RAP

Grants Review Committee Recommendation: Approve \$5,000 and require that a report be due in three months. The report should include an update on conversations/meetings with the Mizell Senior Center to explore a potential partnership which could lead to Mizell providing free meals to Joslyn Senior Center in the future.

Motion: A. Dew to approve the Grants Review Committee Recommendation

Second: L. Parrish Approved: 10 Opposed: 0 Abstention Name(s): 0

2. Emergency Request - Riv. Co. Community Action Partnership's (CAP) Cooling Centers in Blythe, Thermal, North Shore, and Palm Springs- \$15,000 Action Required Attachment #8

CAP is seeking funds to subsidize additional expenses associated with each site:

City of Blythe - supplies, water, snacks, educational activities, and transportation \$2,000

Christ is Salvation Church in Thermal – utilities, supplies/water/snacks, educational activities, transportation \$5,500

North Shore Beach Club Community Center - Supplies, water, snacks, transportation \$2,500

Well in the Desert, Palm Springs utilities, supplies/water/snacks, educational activities, transportation \$5,000

Unfortunately the Grants Review Committee did not have an opportunity to review the application because it was received on Jun 19th. There has been a change in leadership at CAP which caused miscommunication and inaction on coordinating with prospective Cooling Centers.

Staff Recommendation: Staff recognizes the unique circumstances for each site included in the application making each one essential. However, staff has not had the appropriate time to clarify some of the expenses. Staff recommends approval of the four sites, NTE \$5,000 for each but with the condition that budget costs be clarified.

Motion: M. Moran to approve a grant NTE \$20,000. Staff will provide \$10,000 initially to CAP and following installments to be in the form of reimbursement of costs requiring proof of expenses. RAP's contribution will cover the four sites identified above and may include additional sites meeting the following criteria: a site located in a remote area with limited funding opportunities and providing services to a hard to serve population.

Second: M. DeArmond Approved: 10 Opposed: 0 Abstention Name(s): 0

E. Approval of Resolution No. 2015-24 Authorizing the Establishment of a New Money Market Bank Account at First Foundation Bank for the benefit of the RAP Foundation- Action Required Attachment #9

Finance/Investment and Insurance Committee Recommendation: The Committee met on June 8, 2015 and recommends approving this resolution.

Motion: M. Moran to approve the Finance/Investment and Insurance Committee Recommendation Second: J. Benson Approved: 10 Opposed: 0 Abstention Name(s): 0

F. Review and potentially modify the Education Fund Policy. Action Required

The Board approved the attached Education Fund Policy on April 22, 2015 (Attachment # 10). There has been discussion as to whether Palm Springs Unified District (PSUSD) schools have the same level of needs as eastern CV school districts. There are undoubtable gaps. Consideration of RAP partnering with Foundation of PSUSD to support their efforts instead of dealing with individual requests.

The Foundation for the PSUSD, formerly the Pinnacle Fund, a nonprofit branch of PSUSD “funds additional teaching efforts, and supporting curriculum-enhancing activities in the areas of health, wellness, science, math, technology and the arts.”

Staff Recommendation: Modify the Education Fund to make available \$3,000 to the Foundation at PSUSD for educational trips.

Motion: M. Moran to approve staff recommendation Second: M. DeArmond Approved:10 Opposed: 0 Abstention Name(s): 0

G. Update on the *Collaborating for Clients* application – No Action Required Leticia De Lara will provide a status report on joint application to Feed America.

CEO provided an update on application status.

VI. COMMITTEES -

- A. AUDIT COMMITTEE– No Action Required.
- B. FOUNDATION POLICIES & PROCEDURES/PROCESS COMMITTEE– No Action
- C. BYLAWS COMMITTEE – No Action
- D. NOMINATIONS COMMITTEE – No Action

VII. BOARD MEMBER / STAFF COMMENTS

UCR Nonprofit Management Certificate Program Graduation July 10 at the Palm Desert Campus at 3:00 PM

VIII. CLOSED SESSION –Action Required

- a. **Update on CEO Annual Evaluation**
Continued to next Board meeting.

IX. ADJOURNMENT: The next regularly scheduled Board meeting will be held at **9:00 A.M.** on **July 22nd.**
Agenda Posting: Agendas will be posted on the Foundation website – www.regionalaccessproject.org - a minimum of 72 hours prior to the meeting date. All public record documents for matters on the open session of the Agenda are available for inspection at the meeting listed in this Agenda, and at the following location three (3) days prior to the meeting date: Regional Access Project Foundation, 73-710 Fred Waring Dr., Palm Desert, CA 92260. If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.