

BOARD OF DIRECTORS

AGENDA

May 27, 2020 9:00 AM

Join Zoom Meeting

<https://us02web.zoom.us/j/87438986851>

CALL-IN Information 669 900 6833 Meeting ID: 874 3898 6851

I. CALL TO ORDER- Roll Call at 9:03 AM by Board Chair C. Borba. Present by Zoom: C. Borba, J. Pye, M. Gialdini, M. Gonda, M. Moran, B. Kroonen, J. Hayes, V. Hudson, C. Galvez, R. Gutierrez, V. Tanner, A. Wilson, R. Ortega, M. Blue (joined at 9:11), E. Romero, P. Cooper.

II. Approval of the AGENDA -In order to meet Brown Act requirements, items may be added to the agenda only upon decision by a majority of the Board of Directors to add the item because of a need for immediate action.

**Motion: V. Tanner to approve as presented. Second: B. Kroonen Approved: 15 (M. Blue joined later)
Opposed: 0 Abstention Name(s): 0**

III. PUBLIC COMMENT / PRESENTATIONS - Any individual wishing to comment on the agenda or an item not on the agenda may do so by emailing Mreyes@RAPFoundation.org or calling in at the number above. All emailed comments must be received prior to the 9:00 AM start time.

Persons wishing to speak are requested to be recognized at the appropriate time. General comments regarding non-agenda items will be called for at this time. Specific comments regarding agenda items will be called for during discussion of each item. Please be prepared to limit your Public Comment remarks to three (3) minutes.

Pat Cooper, Supervisor Perez's Office - Update on COVID 19 – Pat provided an update and addressed questions from board members. Pat mentioned that eastern Riverside County is the highest per capita in testing and encouraged everyone to get tested if they haven't already. Supervisor Perez was at a Press Conference along with other community leaders encouraging residents to get tested.

IV. CONSENT ITEMS:

A. MEETINGS MINUTES of April 22, 2020 board meetings (attach. 1)

B. GRANT/ PROGRAM OFFICER REPORT (attach. 2) – Receive and File.

C. CNA DIRECTOR REPORT (attach. 3) – Receive and File.

D. CEO's REPORT (attach. 4) – Receive and File.

E. FINANCIALS - Receive and File Draft Financials and Treasurer's Summary up to March 31, 2020. (attach. 5). The Finance Committee met on May 20 and is recommending approval.

F. Status of Nonprofits in the Coachella Valley Presentation - Stephanie Minor, CNA Director

Staff Recommendation: Approve April 22, 2020 Minutes. Receive & file: Grant, CNA, CEO Reports and Financials.

**Motion: M. Moran to accept Staff Recommendation. Second: V. Tanner Approved:16
Opposed: 0 Abstention Name(s): 0**

V. NEW BUSINESS ITEMS – Action Required

A. Engage Marynov, Madsen, Gordon and Campbell (MMGC) for FY 2019-2020 Audit.

This firm has conducted our audit for the last three years. There is no increase in cost. Audit & Financial Statement is \$15,000 and \$1,800 for Tax Preparation.

Audit Committee Recommendation: To authorize CEO to enter into an agreement with MMGC Firm.

**Motion: M. Moran to accept the Audit Committee's Recommendation. Second: M. Gonda Approved: 16
Opposed: 0 Abstention Name(s): 0**

B. Adopt the FY 2020-21 Budget

The Finance-Investment Committee met on May 21 and reviewed in depth the reductions to the budget, approximately 20%. RAP anticipates reviewing the budget quarterly with sales tax revenue information provided by the County and make necessary adjustments. (attach. # 6)

Finance-Investment Committee Recommendation: To adopt the FY 2020-21 Budget as presented.

Motion: M. Morant to accept the Finance Committee's Recommendation as presented.

Second: V. Tanner Approved: 15 (E. Romero left the meeting before vote was taken)

Opposed:

0 Abstention Name(s): 0

C. Review and Approve the Funding Priorities for FY 2020-21.

The Board Annual Strategic Planning Session was postponed until the Fall. The attached Funding Priorities were discussed and agreed on by the Executive Committee. There was one adjustment made by Staff which was to include that Desert Fast Pitch allocation. The Board Chair was consulted and decided to advance the Priorities to the Board for action. (attach. #7)

Executive Committee Recommendation: To adopt the Funding Priorities for FY 2020-21.

Motion: M. Moran to approve the Executive Committee's Recommendation as presented.

Second: V. Tanner Approved: 14 (C. Galvez stepped out of meeting for this one vote)

Opposed: 0 Abstention Name(s): 0

D. Renew the Workers Compensation Insurance Policy

The Workers Compensation Policy is due to expire in early June. The 2019 annual amount was \$2,959 and the 2020 annual amount is \$ 2,657. No other changes to the policy.

Finance-Investment Committee Recommendation: To authorize renewal of the Policy.

Motion: M. Moran to accept the Finance- Investment's Recommendation as presented.

Second:

V. Tanner Approved: 15 Opposed: 0 Abstention Name(s): 0

E. Tenant Rent Waiver Requests

Grants Manager will provide an overview of Grants Budget (Attach. #8)

The Grants Committee took place on May 13 and was attended by: C. Borba, R. Ortega,

A. Wilson, M. Gialdini, V. Tanner, M. Blue, non-board members Ann Dew and Tricia Gehrlein along with staff: Eva, Stephanie and Lety.

1. SMART Education - \$600

SMART Education is a tenant negatively impacted by COVID -19. Their revenue has stopped due to the organization's inability to conduct classes with their regular clients. Their monthly rent is \$200. They are seeking a waiver for the maximum period, 3 months, from March, April and May. This waiver will be considered a grant to the organization. (attach. #9)

Grants Committee Recommendation: To approve a request to waive 3 months of rent, \$600.

Motion: Second: Approve: Oppose: Abstention Name(s):

2. Get in Motion – \$1100

Get in Motion is a tenant negatively impacted by COVID- 19. Their revenue has stopped due to not being able to conduct trainings/and their regular clients are dealing with financial issues. Their monthly rates are: March \$400, April \$400, May \$300. The CNA Committee recommended \$300 based on an

incorrect application. The tenant has revised the application and would like the Board to reconsider their request to waive a total of \$1,100 instead of \$300. (attach. # 10)

Grants Committee Recommendation: To approve a request to waive 3 months of rent, \$300.

Motion: M. Gialdini to approve the SMART Education waiver request of \$600 and Get in Motion request to waive \$1,100 Second: B.

Kroonen Approve: 15

Oppose: 0 Abstention Name(s): 0

- F. Adoption of the Center for Nonprofit Advancement (CNA) Business Plan (attach. #11)
The Board of Directors directed the CNA to create a Business Plan to recognize the current environment, incorporate staff and Committee member input, and forecast future market conditions. There will be annual updates to add content and make adjustments.

CNA Committee Recommendation: To adopt the Annual Plan and review it annually.

**Motion: V. Tanner to approve the CNA Committee's recommendation. Second: B.
Kroonen Approve: 15 (M. Moran left but gave C. Borba his proxy to vote on remaining items) Oppose: 0 Abstention Name(s): 0**

CEO clarified that the CNA Business Plan will be reviewed annually by the Committee.

VI. INFORMATIONAL ITEMS- No Action

- A. Small Bus. Admin. Payroll Protection Plan – RAP was approved for \$68,986.
- B. Status of Building activity - RAP staff working remotely and monitoring situation. Limited tenant activity. Meetings may proceed so long as participants abide by County and City safe distancing requirements and we will require masks to be worn in common area spaces.
- C. Board Attendance for 2020 (attach. #12).
- D. EXECUTIVE–Met May 11. Minutes for April 13 (attached #13). Next meeting set for June 8.
- E. HEALTH-MENTAL HEALTH – Next Mtg TBD.
- F. GRANTS – Met May 18. Minutes for April 13 (attach. #14). Will meet next June 8.
- G. CNA– Met April 22. Minutes for March (attach. #15). Next meeting May 27 at 11 am.
- H. FACILITIES- Met . Minutes April 6 (attach. # 16).
- I. GOVERNANCE – Met March 17. Minutes for Feb. 18 (attach. #17). Next meeting TBD.
- J. AUDIT – Met May 4.
- K. FINANCE & INVESTMENT – Met May 21. Next meeting June 15.

VII. BOARD MEMBER / STAFF COMMENTS

Board member J. Pye reported that she is participating on the AFP National Philanthropy Day event Blue Ribbon Committee as RAP's representative. There are 85 nominations in several categories. This year's event will likely be a Virtual Gala.

Ex-Officio member Dr. Ann Dew provided information about safety issues to consider when people start using the meeting rooms.

VIII. ADJOURNMENT: *Adjourned at 10:35.*

Next meeting is June 24, 2020 at 9:00 AM Until further notice, all meetings will take place by web and/or teleconference.