

# EXECUTIVE COMMITTEE AGENDA

**January 19, 2022 at 8:30 AM**

41550 Eclectic St. Palm Desert, CA 92260

To Join Zoom Meeting: <https://us02web.zoom.us/j/89282040997>

Meeting ID: 892 8204 0997

Printable Agenda

**Committee members:** Chair: C. Borba, Vice-Chair J. Pye, Treasurer: M. Gonda, Secretary: M. Gialdini, Members: M. Moran, A. Wilson, B. Kroonen, J. Hayes.

## I. CALL TO ORDER and ROLL CALL

## 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: Second: Approved: Opposed: Abstention Name(s):**

## III. PUBLIC COMMENT / PRESENTATIONS

**Public Comments:** All persons wishing to speak may contact RAP (Mreyes@RAPFoundation.org) for instructions on how to participate and 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 remarks to 3 minutes.

**IV. Approval of the Executive Committee Draft Minutes for Joint Executive-Audit November 15 meeting (Attach. #1a), November 15 (Attach. #1b), Special Meeting on November 23 (Attach. #1c), Special Meeting of Dec. 8 (Attach. #1d), Special Meeting on Dec. 10 (attach. #1e).**

**Motion: Second: Approved: Opposed: Abstention Name(s):**

## V. New Business – Action Required

- A. **Review the Employee Handbook for 2022(Attach. #2 Summary of Changes) and make recommendation to the Board for adoption.** RAP's HR Consultant has updated our annual Handbook for the past Five Years. She is familiar with all the State and Federal Laws and has made the changes to ensure compliance.

**Motion: Second: Yes: No: Abstentions:**

### B. Earthquake Insurance Policy

The policy is due to expire in early February 8, 2022. The cost for the policy with Desert Insurance Solutions (DIS) for last year was \$6826.19. DIS requested that RAP obtain a replacement Earth Quake Quote for this with our new agent so all of our insurance policies are with the same agent. The quote is attached (Attach#3)

**Motion: Second: Approved: Opposed: Abstention Name(s):**

**C. Review Resolution 2022.01 (attach. #4) Renewal of Existing Policies and Procedures.**

The following Resolutions have been deleted:

- 2014.02 Authorizing the establishment of a new bank account at First Foundation Bank for the benefits of the Senior Inspiration Awards (SIA) luncheon.
- 2015.24 Authorizing the establishment of a new money market bank account at First Foundation Bank for the benefit of the Regional Access Project Foundation.
- 2016.05 Transfer of Investment Funds and Beneficial Interest
- 2016.06 Transfer of Investment Funds and Beneficial Interests
- 2018.04 Amending Authorized signatures required on Bank Accounts – Amending Resolution 2015.23. Replaced in 2019
- 2018.08 Authorizing the Establishment of a New Bank Account at Provident Bank for the Benefits of Lift to Rise - Replaced in 2020
- 2019.02 Amending Authorized Signatures Required on Mechanics Bank Account
- 2020.01 Renewal of Existing Policies and Procedures – **Amending Resolution 2021.01**
- 2020.03 To address COVID – 19 Impacts

Resolutions included in Resolution 2022.01 have been reviewed by Staff and have been determined as being relevant and correct.

**Motion: Second: Approved: Opposed: Abstention Name(s):**

**D. Resolution 2022.02 Organizations Must Be In “Good Standing” In Order To Receive Funding - Resolution of the Regional Access Project (RAP) Foundation, Inc. (Attach. #5)**

**Governance Committee Recommendation:** The Governance Committee will meet on January 18. Staff will provide update.

**Motion: Second: Approved: Opposed: Abstention Name(s):**

**E. Resolution 2022.03 -The Credit Authorized Use and Maintenance Policy for RAP Foundation Funds (Attach. #6).** This Resolution amends Resolution 2019.06 and incorporates changes approved by the Board to authorize the positions included to be authorized users.

**Motion: Second: Approved: Opposed: Abstention Name(s):**

**F. Resolution 2022.04 Amending the Investment Accounts and Restating Signatories (Attach. #7)**

This Resolution amends Resolution 2015.03 which included the investment accounts with Desert Community Foundation and Inland Empire Community Foundation previously. Subsequently the RAP Board decided to close those two accounts and only has the one investment account at Well Fargo Investments.

**Motion: Second: Approved: Opposed: Abstention Name(s):**

**G. Decision on Information Technology (IT) Support**

The IT 3-year contract with Acorn expired in October and we have continued on a month-to-month basis. Seven entities were reviewed and the two finalists were ACORN and Google Workspace. Due to limited knowledge of Google Workspace, the Executive Committee granted Staff’s request to allow until December to provide an opportunity to explore the two options further (Attach. #8)

**Motion: Second: Approved: Opposed: Abstention Name(s):**

**VI. Board Member/Staff Comments**

**SCHEDULE next meeting for Monday February 14, 2022 at 9:00 AM MEETING?**

**VII. ADJOURNMENT:** Agenda Posting: Agendas will be posted on the Foundation website – [www.RAPFoundation.org](http://www.RAPFoundation.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 three days prior to the meeting date on the website. 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 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.