

EXECUTIVE COMMITTEE AGENDA

January 17, 2023 at 9:00 AM

41550 Eclectic

Palm Desert, CA 92260

Join Zoom Meeting

<https://us02web.zoom.us/j/81605792054>

Call-In: 1 669 444 9171

Meeting ID: 816 0579 2054

Committee members: Chair: J. Pye, Vice-Chair M. Gialdini, Treasurer: M. Gonda, Secretary: A. Wilson, Members: C. Borba, 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 Draft Minutes November 14, 2022 (Attach. #1).

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

V. New Business – Action May Be Required

- A. 2023 Employee Handbook -** RAP's HR consultant has provided the changes effective Jan. 1, 2023 for California employers. The substantive changes are provided in a summary (Attach. #2) and the changes are reflected in the updated 2023 Employee Handbook. (Attach. #3).

Staff Recommendation: To review the changes and recommend to the Board to adopt the updated 2023 Employee Handbook.

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

B. The Draft Strategic Plan for 2023 (Attach. #4)

The RAP Board participated in a Strategic Planning session on November 9. This is the draft Plan to be presented to the Board for adoption.

Staff Recommendation: To address any questions from committee members and to recommend to the Board to adopt the updated Strategic Plan.

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

C. Earthquake Policy- The current earthquake policy expires in early February. The cost of the 2022 policy is \$7674.87 (the 2021 policy was \$68,26.19). The new policy (Attach. #5) has an increase in cost of \$5,088.71 proposed to be \$12,763.58. The Desert Cornerstone Insurance agent attributed the increased cost to the market being very competitive and this policy includes flood and sprinkler coverage. The broker fee is waived. Also, we had hope to cancel this policy in 6 months to have it aligned with the other insurance policies due to expire in mid-year. However, the rates may increase and we would no longer be locked in to this rate.

Staff Recommendation: To recommend to the Board to authorize the CEO to enter into contract for this policy.

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

D. Annual Review of Resolutions in effect. Renewal of existing policies listed in Resolution 2023.01(Attach. #6)

The following resolutions will be deleted:

2014.01 - Revising a Conflict of Interest Policy

2015.06 - Signature Authorization for Technical Assistance Agreements

2015.12 - Maximum Annual Expenditure

2015.15 - Foundation Document Retention and Destruction Policy- **REPLACE WITH 2023.02**

2015.16 - Fiduciary Responsibility for Grant Funds Received from Other Organizations

2018.09 - To Designate Board Contributions as the Reserved Building Repairs/Maintenance Fund

2019.09 - Funding Opportunities – **Amending Resolution 2015.20**

2020.06 - Signatures First Republic Bank - **REPLACE with 2023.03**

Staff Recommendation: For the Board to approve Resolution 2023.01.

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

E. Resolution No. 2023.02- Foundation Document Retention and Destruction Policy (Attach. #7)

RAP staff is proposing making changes to duration of retention of certain documents, in line public agency policies.

Staff Recommendation: For the Board to approve Resolution 2023.02.

F. Resolution No. 2023.03-Amending Authorized Signature Required on First Republic Bank Account (Attach. #8**)**

RAP staff is proposing to update the signatories to acknowledge that Jan Pye is Chair Person.

Staff Recommendation: For the Board to approve Resolution 2023.03.

VI. Board Member/Staff Comments:

Coachella Valley Giving Day Launch on February 3 from 9 AM – 10:30 (program at 9:30). Please RSVP.

Fiscal Sponsorship interest from two organizations

RAP is waiting for the County to decide on the joint proposal submitted by Inland SOCal United Way And IE Community Foundation. Tentative date for Awarding in approx. 60-120 days.

Big Horn Cares Grant for \$5,000 for NPO Centric

DHCD grant to match MHI grant and for NPOC funds is pending

VII. SCHEDULE next meeting for February 14 at 9:00 AM

VII. ADJOURNMENT: Agenda Posting: Agendas will be posted on the Foundation website – 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.