

# DESERT COMMUNITY COLLEGE DISTRICT AUXILIARY SERVICES

## MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: **Monday, September 21, 2015**

Place: President's Conference 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 3:07 pm.

Present:

Dr. Joel Kinnamon  
Lisa Howell  
Diane Wirth  
John Ramont

Absent:

None

#### **2. Approval of Agenda for September 10, 2015**

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, 2015 Meeting**

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

No Discussion.

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

#### **4. Election of Officers for FY2015-2016**

Dr. Kinnamon made a motion to reelect officers in current roles and to add Diane Wirth as Member at Large for 2015-16, seconded by John Ramont.

No Discussion.

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

**5. Follow-up Items**

- a. Review & Approve 2013/2014 Annual Audit Management Letter

Dr. Kinnamon made a motion to approve and accept the 2013/2014 Annual Audit Management Letter as submitted, seconded by John Ramont.

No Discussion.

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

**6. Approve Purchase of Abila Software from NP Solutions, Inc.**

Item was pulled as this was added in error to the current agenda. Item had been approved at a previous meeting.

**7. Approve Donation of Abila Software to College of the Desert**

Dr. Kinnamon made a motion to approve the donation of Abila Software to College of the Desert, seconded by Diane Wirth.

No Discussion.

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

**8. Approval of Payments for period ending June 30, 2015**

Dr. Kinnamon made a motion to approve the Auxiliary Payments as submitted, seconded by Diane Wirth.

No Discussion.

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

**9. Financial Reports for period ending June 30, 2015**

Dr. Kinnamon made a motion to approve the Auxiliary Payments as submitted, seconded by Diane Wirth.

No Discussion.

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

#### **10. Approval of Second Amendment with Coca-Cola Bottling Company**

Dr. Kinnamon made a motion to approve the Second Amendment with Coca-Cola Bottling Company, seconded by John Ramont.

No Discussion.

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

#### **11. Approval of Second Amendment to the Bookstore with Follett**

John Ramont made a motion to approve the Second Amendment with Follett to continue operating the campus bookstore, seconded by Diane Wirth.

No Discussion.

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

#### **12. Approval of Agreement with Pacific Dining**

Dr. Kinnamon made a motion to approve the initial contract agreement amended with corrections to certain typographic errors, seconded by John Ramont.

No Discussion.

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

#### **13. Addition of Item: Approval of Golf Pro Agreement**

Dr. Kinnamon made a motion to accept the additional agenda item and to approve the presented Golf Pro Agreement with changes to the fee schedule to increase the fees in steps over the current fiscal year, seconded by John Ramont.

Discussion: John Ramont informed the Board that the Golf Center has offered special arrangements to Golf Pros to facilitate private lessons for a monthly fee, for which there were no formal agreements. A draft agreement was presented for review and approval. Lisa Howell remarked that she did not believe that the current fees were in line with industry practice. Dr. Kinnamon proposed increasing fees in steps over the current fiscal year.

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

#### **14. Adjourn**

The meeting was adjourned at 3:40 pm.