

Summary & Recommendation

Efforts to find a permanent Executive Director have not been fruitful, and the Recommendation is to ask former Executive Director, La Neice Jones to increase her hours so that operations can continue, while we continue to recruit applicants for the position.

Concern: Full-time Pay is just over \$124,000. Notwithstanding, the governor approved an 8.22% increase in COLA. PCF Board may want to establish an ad-hoc taskforce to review and revise a contract that builds incentives based on performance in order to recruit talented applicants.

Discussion:

Consensus was reached that we Do Not increase the billable hours but ask that the hours not exceed 40hrs/month, given LaNeice has a very demanding full-time position.

Dr William (Bill) Riley will voluntarily assist during the period January through April, and focus on the fundraising efforts for the Swing to Success Golf Tournament.

ACTION ITEMS:

1) Re-look and Re-think the role of

- the independent contract (ICC) for Ms. Jones, for the upcoming months to ensure the focus and the needs of the PCF organization are being fulfilled. Dr Jackson agreed to send out the existing ICC to the PCF Board for their input and possible modification, prior to the end of the year.

Consensus from the PCF Board is that once this action occurs an extension to Ms. Jones' contract can be initiated to extend to June 30, 2024.

- Review the job description of the permanent Executive Director for possible changes/additions. Also, a review of other community college foundation executive directors' salaries will be conducted. PCF Board member, Adam Sanchez corrected the \$124,000 yearly salary so that it accurately reflects a salary of \$140,000.

2) Require the sitting PCF Board members to reaffirm their commitment to the organization or ascertain if they wish to continue to be a member.

3) Bylaws:

Post the Bylaws on the PCF webpage, along with an online application process for becoming a member. PCF Board member Sanchez will provide the name and contact information to Dr Jackson so that this can be accomplished.

Research the existing membership to identify if there are term limits and post that information on the web and bring it to the next PCF Board meeting.

The meeting was adjourned at 6:12 p.m.