



Copper Mountain College Foundation
Joshua Tree, CA
Minutes of Regular Meeting, Board of Directors
Room 410
December 19, 2011

In attendance: Fred Bryant, Kevin Cosgriff, Karen Coghill, Barbara Dunn, Nancy Huntington, Stephanie Ince, Cathy Larson, Meredith Plummer, Vala Stults, Roger Wagner, Sandy Smith, Diana Morris.

Not in attendance: Mario Villescas, Chuck Uyeda, Liz Meyer, Dean Pieper, DeWayne Roberts, Jane Smith, Pete Wood.

Guests: None

Call to Order

President Cathy Larson called the meeting to order at 5:30 pm.

Public Comment: None

Agenda Approval: Motion to approve the agenda: Roger Wagner; Seconded: Stephanie Ince. Motion passed.

Approval of Minutes: Motion to approve the minutes of the Nov. 28, 2011 meeting: Stephanie Ince; Seconded: Meredith Plummer. Motion passed.

Executive Director Report: Sandy Smith added to her written report that she will be speaking with an attorney from San Diego regarding the Greenleaf Trust on Dec. 20, 2011. The Presidents' Circle went very well with 38 attendees.

Treasurer's Report: Written report in the Board packet.

Real Estate Report: Barbara Dunn reported the Landers Property has closed and will be put on the market.

Information and Discussion Items:

- a. Distribution of Board Manuals: Section A was distributed to each Board member present. The members thanked the Board Manual Task Force for all of their hard work spanning two years.
- b. Major Gifts Campaign update: The promotional video is almost ready for distribution. Sandy asked the Board members for suggestions for potential donors or contacts.
- c. 2012 Board meetings will be held in the Bell Center East Conference Room.
- d. Presidents' Circle recap--in the Executive Director report.
- e. Golf Tournament update and sponsorship forms: Tournament is April 14, 2012. The committee is looking for a \$2500 title sponsor. The person who acquires this level of sponsorship will receive a \$100 gift certificate to the 29 Palms Inn. Sandy Smith asked for

each Board member to purchase or obtain a raffle prize, at least one sponsor and a team. We will keep track of each member's progress on a chart located in the office!

Action Items:

- a. Finance Committee recommendations:
 1. Approval of IRS Form 990—tabled until next meeting pending minor changes.
 2. Motion to approve 2010 Audit Report: Meredith Plummer; Seconded: Vala Stults. Motion passed. In the future, Kevin Cosgriff would like to see a more comprehensive testing of compliance and methodology from the auditors.
 3. Health Sciences Funding Request for NCLEX LVN Study Program--Motion to approve \$200 per person testing fee for this year only: Vala Stults; Seconded: Roger Wagner. Barbara Dunn voted no. Motion passed.
- b. Copier lease proposals: Tabled until complete price quote is received from Desert Images for a smaller copier.
- c. eTapestry database proposal: Motion to approve changing to ETapestry database software beginning January 2012 at \$199 per month and no set up fee for up to 5000 records: Stephanie Ince; Seconded: Fred Bryant. Motion passed.
- d. CMC Funding Requests
 1. Motion to approve the District request of \$2800 for carpet extractor: Vala Stults; Seconded: Meredith Plummer. Motion passed.
 2. Motion to approve the District request of \$6328 for iPads to be used for Board Docs: Stephanie Ince; Seconded: Kevin Cosgriff. Motion passed.

Next Meeting Discussion Items:

Next Meeting Action Items:

- a. IRS Form 990
- b. Copier lease

Written Reports/Director Comments

The next regular meeting of the Board of Directors will be January 23, 2011 in the Bell Center East Conference Room.

There being no further business, the meeting adjourned at 6:40pm.

Respectfully submitted,

Diana Morris, Clerk for the Meeting
Administrative Assistant II and

Nancy Huntington, Secretary
