

# Copper Mountain College Foundation Joshua Tree, CA Minutes of Regular Meeting, Board of Directors Bell Center East Conference Room August 22, 2011

<u>In attendance</u>: Fred Bryant, Kevin Cosgriff, Karen Coghill, Barbara Dunn, Nancy Huntington, Cathy Larson, Liz Meyer, Jane Smith, Vala Stults, Mario Villescas, Pete Wood, Roger Wagner, Sandy Smith, Diana Morris, Stephanie Ince, Dean Pieper, Meredith Plummer

Not in attendance: Chuck Uyeda

**Guests:** None

### Call to Order

President Cathy Larson called the meeting to order at 5:35 pm.

Public Comment: None

<u>Agenda Approval:</u> Motion to approve the agenda: Stephanie Ince; Seconded: Pete Wood. Motion passed.

<u>Approval of Minutes:</u> Motion to approve the minutes of the July 25, 2011 meeting: Jane Smith; Seconded: Fred Bryant. Motion passed.

**New Director Oath of Office and Renewal of Oath:** President Cathy Larson read the oath of office to Meredith Plummer and Dean Pieper.

<u>Executive Director Report:</u> Sandy Smith reported \$28K in Unclaimed Property from the Greenleaf Trust. Sandy will investigate advertisement in the Art Tours guide.

<u>Treasurer's Report:</u> Pete Wood distributed his report with investment comparison graphs. CMC has paid off the \$1 million loan.

## **Information and Discussion Items:**

- a. Document Status
  - 1. Pending Joint Task Force Action-Foundation Bylaws Amendment
  - 2. Pending Board of Trustee Action-Funding Requests
    Both items will be on the September Board of Trustee agenda per Liz Meyer.
- b. Fall Dinner October 1, 2011- Cathy and Sandy will meet to discuss. The theme will be "30 Years of Friends."
- c. Internal Audit Recap-Kevin concluded that the Foundation is ready for the Messner and Hadley Audit August 23-25.

- d. Childcare Center-the monthly rent has increased to \$3106 from \$3001.
- e. 4<sup>th</sup> Annual Taste of Morongo and Craft Fair September 9, 2011 at the Bell Center-the Foundation is partnering with Joshua Tree Rotary on this event. The event will have 20 arts and crafts tables. The Foundation will receive 10% of the artists' proceeds.

#### **Action Items**

- a. Board Manual Task Force Recommendations
  - 1. CMCF Approved Policy, Conflicts of Interest, 09-08-old policy for review,
  - 2. Recommended Amendments, Conflicts & Disclosure, 08-22-11-BMTF will correct and resubmit. Once Directors approved, it goes to Superintendent/President for approval.
  - 3. CMCF Approved Policy, Investment Policy 2009, 10-19-09-old policy for review
  - 4. Recommended Amendments, Investment Policy, 08-22-11-1<sup>st</sup> read; BMTF will correct and resubmit. Once Directors approve, it goes to Superintendent/President for approval.
  - 5. Policy: Real Property, Acquisition and Sale-Motion to approve policy: Fred Bryant; Seconded: Vala Stults. Motion passed and is ready for CMC Superintendent/President approval.
- b. Authorize funding for Board members and staff to attend NCCCF Conference Oct. 12-14, 2011 in Anaheim, CA-Funding for Executive Director only in budget. Any Board members interested in attending may contact Sandy, but will have to pay themselves.
- c. Revised LG Landscape Contract approval-Motion to approve new contract: Mario Villescas; Seconded: Pete Wood. Motion passed.
- d. Finance Committee recommendation to not fund Graduate School for Greenleaf Scholars was discussed. Motion to continue policy of not funding graduate school and continue funding new scholar each year up to Bachelor's degree: Stephanie Ince; Seconded: Fred Bryant. Motion passed.
  - Sandy will contact the students. Management of the scholars will be conducted by the Foundation office and the Greenleaf Committee will continue to meet as needed.
- e. Greenleaf Scholars individual expenditure requests-Motion to deny request for car repair invoice: Kevin Cosgriff; Seconded: Jane Smith. Motion to deny request for GRE expenses: Pete Wood; Seconded: Liz Meyer.

## **Written Reports/Director Comments**

- The Wreath Auction will be November 20, 2011.
- Pete Wood expressed appreciation for the work the Board Manual Task Force is doing.
- Barbara Dunn stated the buyers of the Hughes Property have received certification. \$160 has been spent on a real estate donation ad.

# **Next Meeting Discussion Items**

Art Tours advertisement

# **Next Meeting Action Items**

Board Manual Task Force recommendations Simi Dabah contract Mini-grant incentives Procedure for further fund raising opportunities Real Estate

The next regular meeting of the I	Board of Directors will be	September 26, 20	011 at 5:30pm in	the Bell
	Center Foyer Conference	ce Room.		

Respectfully submitted,

Diana Morris, Clerk for the Meeting Administrative Assistant II and

Nancy Huntington, Secretary

\_\_\_\_\_