



Copper Mountain College Foundation
Joshua Tree, CA
Minutes of the Annual Meeting, Board of Directors
Bell Center Community Room, Monday July 23, 2018 5:30 pm

In attendance: Dean Pieper, Cathy Larson, Renee Anderson, Jeff Cummings, Sherry Harwin, Elaine Harman, Nancy Huntington, Mary Lombardo, Mario Villescas, Meredith Plummer, Ginger Cowan, Jessica Fairfield, Marcelino Ryan, Sandy Smith, Sara Hutson.

Not in attendance: Sue Tsuda, Kevin Cosgriff, Barbara Dunn, Jane Smith, Chuck Uyeda

Honorary Board Members in attendance: none

Guests: none

Call to Order: 5:33pm by Vice President, Dean Pieper.

Public Comment: None

Agenda Approval: Motion to approve the agenda:

Discussion: it needs to be noted that the President Sue Tsuda is absent and Vice President Dean Pieper will be leading the meeting in her stead.

Motion: Nancy Huntington

Seconded: Mario Villescas

Motion approved and carried

Approval of Minutes: Motion to approve the minutes of the May 21, 2018 meeting as amended:

Discussion: amend meeting minutes to add not in attendance: Marcelino Ryan

Motion: Nancy Huntington

Seconded: Sherry Harwin

Motion approved and carried

Executive Director Report: Presented by Sandy Smith in writing. Sandy also stated that the Boosters Bowling event was a hit on July 20, 2018.

Treasurer's Report: Presented in writing.

CMC Superintendent/President's Report: Jeff Cummings is back from a car tour vacation with his wife. The College is in the 2nd ½ of the summer session and it is the last week of the 4/10 work schedule, summer is almost over. The College is gearing up for the FY 2018-2019. The College Board of Trustees have a study session on August 2, 2018 to set up the coming year's college goals and the Superintendent/President's goals for FY 2018-2019.

Information and Possible Action Items:

- A. Real Estate Report: Executive Director, Sandy Smith reported that the Cactus property was paid off by the Williamses in the amount of \$25,253.10, they were very grateful that the Foundation carried the note and allowed them to make payments.
- B. Disclosure of Interest Forms – directors present completed and turned in forms to Foundation Staff
- C. Board Meeting Calendar 2018-2019
- i. Proposed going dark for July 2019 meeting: item moved to the August 2018 agenda
 - ii. Strategic Planning Session/Board Retreat
- Discussion: Possibility of having on a Saturday in September after the College Board of Trustee's set their annual goals. Sandy Smith to look at dates, times and place to hold.
- D. Audit Engagement Letter: Messner & Hadley, August 7-9, 2018, The Finance Committee discussed and there was a consensus that the letter be signed and sent to Messner & Hadley.
- E. Budget 2018-2019:
- Discussion: Finance Committee had discussed and reviewed the budget and there was a consensus that the Budget be presented to the board and a recommendation be made to the board for approval.
- Motion: Ginger Cowan
- Seconded: Mario Villescascas
- Motion approved and carried
- F. Susan Luckie Reilly Trust donation
- Discussion: Discussion on policy for management of funds, fees, interest, etc. (i.e. Susan Luckie Reilly Trust donation) and expectations. Nancy Huntington raised a concern in the Foundation taking the brunt of any losses from the investment. The Finance Committee discussed and there was a consensus that The Finance Committee recommend that the Foundation take a 1% fee from the Susan Luckie Reilly Trust \$500,000.00 of \$5,000.00 leaving a balance of \$495,000.00 available for the College. The Foundation will guarantee the amount of \$495,000.00 to the College when they are ready for them.
- Motion: Meredith Plummer
- Seconded: Mary Lombardo
- Motion approved and carried
- G. Funding Request: Vocational Nursing Students Class of 2019 ATI Testing
- Discussion: This request is for more funds due to there being 14 students, up from 11 last year and the testing fee had increased from \$773.31 per student to \$874.53 per student. Since the Foundation has been paying this fee there has been a 100% pass rate.
- Motion: Nancy Huntington
- Seconded: Sherry Harwin
- Motion approved and carried
- H. Fall Dinner update: Chair Cathy Larson stated that the committee met on July the 11th and discussed having this event as a gathering and not a fundraiser, get back to attracting people to the college. It will be held on September 22, 2018 and the fee will be \$50 a person. Jeff Cummings and Tom Baumgarten will be the program speakers. There will be entertainment and a quilt auction. Jeff Cummings noted that the Board, in the May meeting, sent the Fund

Development Committee recommendation not to have the Fall Dinner back to the Fund Development Committee for further discussion, he just wanted to make sure that procedurally everything was handled in the correct committee structure.. Cathy Larson said it did go back to them and it was decided at the June meeting that there would be a Fall Dinner with Cathy Larson volunteered to be the chair. The next committee meeting will be held on August 1st at Nancy Huntington's residence.

- I. Committee Assignments: Nancy Huntington discussed the committee guidelines and organizational chart. She also read off the list of volunteers for each committee and Sandy Smith passed around a sign-up sheet if anyone wanted to be on a committee that they were not on. A completed list will be forwarded to the board members.

Next Meeting Information or Possible Action Items:

- A. President's checklist: President Sue Tsuda
- B. Board Meeting Calendar 2018-19: President, Sue Tsuda
 - i. Proposed going dark for July 2019 meeting
 - ii. Strategic Planning Session/Board Retreat – input on dates for end of August/beginning of September

Written Reports/Director Comments: none

There being no further business, the meeting adjourned at 7:08pm.

Respectfully submitted,
Sara Hutson, Clerk for the Meeting
And Renee Anderson, Secretary _____

**The next meeting of the Foundation Board will be August 27, 2107 at 5:30pm
In the Bell Center Community Room.**