



Copper Mountain College Foundation
Joshua Tree, CA
Minutes of the Regular Meeting, Board of Directors
Community Room on Monday, October 22, 2018

In attendance: Sue Tsuda, Renee Anderson, Kevin Cosgriff, Jeff Cummings, Barbara Dunn, Elaine Harman, Sherry Harwin, Nancy Huntington, Cathy Larson, Jane Smith, Chuck Uyeda, Mario Villegas, Sandy Smith, Sara Hutson.

Not in attendance: Dean Pieper, Ginger Cowan, Jessica Fairfield, Mary Lombardo, Meredith Plummer, Marcelino Ryan.

Honorary Board Members in attendance: none

Guests: none

Call to Order: Sue Tsuda called the meeting to order at 5:30 p.m.

Public Comment: none

Agenda Approval: Motion to approve the agenda as presented: Jane Smith moved approval, seconded by Cathy Larson. Chuck Uyeda abstained. Motion carried.

Approval of Minutes:

Motion to approve the minutes of the September 24, 2018 Board meeting as amended:

- 1) Correction of Paul Messner's name in various places in the minutes.
- 2) Correction in item F of Mario Villegas name.
- 3) Amending in item F from Someone to Jeff Cummings.
- 4) Correction of item F from: asked how bringing to: asked how is bringing.

Mario Villegas moved approval of meeting minutes as amended, seconded by Kevin Cosgriff.
Motion carried.

Motion to approve the minutes of the October 1, 2018 Strategic Planning Session meeting as amended:

- 1) Correct date of minutes from: October 1, 2018 to: September 24, 2018 and October 1, 2018.
- Mario Villegas moved approval of meeting minutes as amended, seconded by Sherry Harwin.
Motion carried.

Executive Director Report: Written handout.

Treasurer's Report: Written handout.

CMC Superintendent/President's Report: CMC Superintendent/President Jeff Cummings reported the following:

- Campus is in the 2nd ½ of the Fall 2018 semester.
- Attended the Educators' Reception last week.

- The campus participated in the October 18, 2018 Great American Shakeout earthquake disaster drill.
- Local Hazardous Mitigation Plan Grant has been forwarded to the next level for approval and has a second application that is due December 3, 2018. It is looking positive.
- Heavily involved in the implementation of Guided Pathways framework.
- On track, working on the last section of the Institutional self-evaluation report that is due to the Board of Trustees on December 13, 2018 and due to the accrediting body, ACCJC, by December 15, 2018 and the peer review visiting team will be on campus March 2019.

Information and Possible Action Items:

- A. Real Estate Report – no report.
- B. Board Manual Taskforce recommendations:
 - To amend the Mission Statement.
 - To adopt the Vision and Value Statements.

Cathy Larson moved to accept the Board Manual Taskforce recommendations, seconded by Chuck Uyeda. Motion carried.
- C. Fall Dinner Recap Report presented in writing. Nancy Huntington noted that Sherry Harwin was present at this meeting but was inadvertently left off the report. Mario Villescas asked for clarification on the 2019 committee, can any board member join the committee? Nancy Huntington said that yes all committees (except: Executive Committee; Executive Director Evaluation Committee and the Nominating Committee) are open to anyone who would like to participate. Nancy Huntington also stated that the committee would like to extend invitations to the 2019 Fall Dinner to the local High School counselors in hopes of educating them more on the Foundation and the Greenleaf Scholarship and how important this is.
- D. Festival of Wreath 2018 update: Renee Anderson handed out tickets to all board members present. Renee Anderson said that she read the replies to the email recommendation to the board regarding adding the dessert auction. The replies were discussed at the last committee meeting. This year they are moving forward with sweetening the deal by adding a dessert auction to the program. She noted that it will not take away from the wreath auction. They are anticipating 20 wreaths for auction and 10 desserts for auction. There will be a raffle wreath and dessert also. She was sad to report that Jeff Cummings will not be this year's auctioneer but Dan Letourneau has committed to be this year's auctioneer. Nancy Huntington said that you can "up your game" by bringing people to come play with you.
- E. Board Calendars through January 2019 were presented in writing.
- F. Board Roster Update: Sandy Smith said that she will in touch with each board member this month to determine how they would like to be connected, phone, text, email.

Board Training:

- A. Overview of the Executive Director Evaluation process: Nancy Huntington and Jeff Cummings spoke to this being the first year of the combined annual evaluation process. They met with the executive Director Sandy Smith last week and it went well; they have a few minor adjustments to the process and provided Sandy Smith a richer evaluation than if it was just one sided, from the districts perspective. They will be moving forward and will work on adjusting the timeline so it better fits with the contact renewal and the June 30/July 1 cycle. Nancy Huntington said that you can find the information on the process under Section A, Tab 14 in the SOP. The Executive Director Evaluation Committee consists of the current Board President, Fund Development Committee Chair, Finance Committee

Chair and Board Development Committee Chair. The Executive Director is under the auspicious of the College Human Resources Department and The District because the Foundation does not have any employees. The Executive Director is an employee of the District acting as the Foundation Manager.

- B. The Directors and Officers (D&O) liability insurance declaration page was included in the board packet so the board members may update their Board Manual under Section A, Tab 5, Page 91.

Next Meeting Agenda Items:

- A. Strategic Planning Session minutes from September 24, 2018.
- B. Give Big.
- C. Wreath Auction.
- D. Executive Director Evaluation Committee.

Written Reports/Director Comments..... All, as needed

Board Development Committee: no report.

Board Manual Taskforce

- Minutes of October 10, 2018, Nancy Huntington noted that Sherry Harwin was present at this meeting but was inadvertently left off the report.

Finance Committee:

- Minutes of October 15, 2018.

Fund Development Committee:


- Minutes of October 15, 2018.

Greenleaf applications are being reviewed and updated, they go out to the local high schools on December 1st and are due February 20, 2019.

Cathy Larson noted that from last Tuesday through Saturday she was in Charleston, South Carolina. She went to Fort Sumter and was impressed with the information they gave on the tour. She feels that the kids today do not receive the education on our history that they should receive. The Park Service was there and touched on the start of the war and that President Lincoln was trying to preserve the constitution.

There being no further business President Sue Tsuda adjourned the meeting at 6:17 p.m.

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



The next meeting of the Foundation Board will be November 26, 2107 at 5:30pm at the Community Room of the Bell Center, Copper Mountain College Campus.

