



**Copper Mountain College Foundation**  
**Joshua Tree, CA**  
**Minutes of the Regular Meeting, Board of Directors**  
**Community Room on Monday, August 28, 2017**

**In attendance:** Cathy Larson, Dean Pieper, Renee Anderson, Ginger Cowan, Jeff Cummings, Barbara Dunn, Kayla Eberhardt, Sherry Harwin, Mary Lombardo, Adriann Miller, Nancy Huntington, Meredith Plummer, Sue Tsuda, Chuck Uyeda, Sandy Smith, Sara Hutson.

**Not in attendance:** Jane Smith, Lesley Thornburg.

**Honorary Board Members in attendance:** none

**Guests:** Deion Anderson

**Call to Order:** President Cathy Larson called the meeting to order at 5:32 p.m.

**Public Comment:** None.

**Oath of Office:** Director Meredith Plummer sworn in.

**Agenda Approval:** Motion to approve the agenda: Director Nancy Huntington moved approval, seconded by Secretary Renee Anderson. Motion carried.

**Approval of Minutes:**

Motion to approve the minutes of the July 24, 2017 meeting as amended:

- 1) agenda approval motion to amend not approve
- 2) CMC Superintendent/President's Report correct Mascot logo campaign; Booster Club correction "be selected at"; AEBG stands for "Adult Education Block Grant"
- 3) Information and Possible Action Items: a. Presidents' Circle invites for Presidents' Circle include Payroll Donors
- 4) b. i. Bylaws Amendments approved. Will go to College Superintendent/President for the College Board of Trustees
- 5) b. iii Athletic Program "funds considered as requested"  
b. v. 5. "Invite Chelsea Vinson to meeting"

Vice President Dean Pieper moved approval of meeting minutes as amended, seconded by Director Mary Lombardo. Motion carried.

**Executive Director Report:** Written – corrections to the written report: we have 6 new payroll donors and increased monthly giving by \$110.00. It was proposed to send out invites to dedication for Donor Wall. Mention of donation from Susan Luckie Riley Trust of \$500,000 for research, development, teaching, construction and maintenance of solar energy applications.

**Treasurer's Report:** Written – have adjusted sales price of \$55,000.00 for sale of Cactus/Sierra Property on P&L. Mention that Bell Center BNY Mellon account is showing an increase even after having spent funds.

**Real Estate Report:** Chair Barbara Dunn handed out plot maps for 5 prospective properties for consideration of donation to the Foundation:

Property 1 APN # 0622-211-19 Chair Barbara Dunn recommended not pursuing acceptance of this property for donation to CMCF – letter of decline to be sent to Marian G. Shewell Trust.  
Motion: Nancy Huntington; Seconded: Dean Piper; Motion approved and carried

Property 2 and 3 APN # 0623-221-06 and 07 Chair Barbara Dunn recommended pursuing more information towards acceptance of these properties for donation to CMCF.  
Motion: Nancy Huntington; Seconded: Renee Anderson; Motion approved and carried

Property 4 APN # 634-021-01 Chair Barbara Dunn recommended not pursuing acceptance of this property for donation to CMCF.  
Motion: Nancy Huntington; Seconded: Renee Anderson; Motion approved and carried

Property 5 APN # 0595-172-01 Chair Barbara Dunn recommended not pursuing acceptance of this property for donation to CMCF.  
Motion: Nancy Huntington; Seconded: Renee Anderson; Motion approved and carried

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

- The kickoff for the new semester was a success and had a collegiate feel.
- Student Success Center is being completed and should be open soon for the transfer of their offices.
- Copper Mountain College accreditation is on the calendar; accreditation self-evaluation is being written with backup data to address standards and make claims and will be submitted to the Board of Trustees by December of 2018. The visiting accreditation team will be on campus for review in Spring 2019.

**Information and Possible Action Items:**

- a. Disclosure of Interest forms presented to board members for completion.
- b. President's Committee List – submitted in writing by President Cathy Larson.  
Discussion: Add Nancy Huntington as Chair of Board Development Committee and add Sue Tsuda, Renee Anderson and Chuck Uyeda to the committee.  
Director Nancy Huntington moved to accept President's Committee List as amended, seconded by Director Chuck Uyeda. Motion carried.
- c. Resolutions for the 2017-18 year read to board by Executive Director Sandy Smith
  - i. Resolution 17-01 US Bank 8.28.17  
Director Nancy Huntington moved to accept resolution as read, seconded by Director Chuck Uyeda.  
Roll Call Vote: Cathy Larson: Yes, Dean Pieper: Yes, Renee Anderson: Yes, Ginger Cowan: Yes, Jeff Cummings: Yes, Barbara Dunn: Yes, Kayla Eberhardt: Yes, Sherry Harwin: Yes, Mary Lombardo: Yes, Adriann Miller: Yes, Nancy Huntington: Yes, Meredith Plummer: Yes, Sue Tsuda: Yes, Chuck

Uyeda: Yes, Jane Smith: Absent, Lesley Thornburg: Absent. Motion carried.

- ii. Resolution 17-02 BNY Mellon Authorization 8.28.17  
Director Chuck Uyeda moved to accept resolution as read, seconded by Director Nancy Huntington.  
Roll Call Vote: Cathy Larson: Yes, Dean Pieper: Yes, Renee Anderson: Yes, Ginger Cowan: Yes, Jeff Cummings: Yes, Barbara Dunn: Yes, Kayla Eberhardt: Yes, Sherry Harwin: Yes, Mary Lombardo: Yes, Adriann Miller: Yes, Nancy Huntington: Yes, Meredith Plummer: Yes, Sue Tsuda: Yes, Chuck Uyeda: Yes, Jane Smith: Absent, Lesley Thornburg: Absent. Motion carried.
- iii. Resolution 17-03 State Board of Equalization 8.28.17  
Director Chuck Uyeda moved to accept resolution as read, seconded Vice President Dean Piper.  
Roll Call Vote: Cathy Larson: Yes, Dean Pieper: Yes, Renee Anderson: Yes, Ginger Cowan: Yes, Jeff Cummings: Yes, Barbara Dunn: Yes, Kayla Eberhardt: Yes, Sherry Harwin: Yes, Mary Lombardo: Yes, Adriann Miller: Yes, Nancy Huntington: Yes, Meredith Plummer: Yes, Sue Tsuda: Yes, Chuck Uyeda: Yes, Jane Smith: Absent, Lesley Thornburg: Absent. Motion carried.
- iv. Resolution 17-04 Transfer & Sale of Property 8.28.17  
Director Nancy Huntington moved to accept resolution with amendment of Treasurer to Ginger Cowan, seconded Director Chuck Uyeda.  
Roll Call Vote: Cathy Larson: Yes, Dean Pieper: Yes, Renee Anderson: Yes, Ginger Cowan: Yes, Jeff Cummings: Yes, Barbara Dunn: Yes, Kayla Eberhardt: Yes, Sherry Harwin: Yes, Mary Lombardo: Yes, Adriann Miller: Yes, Nancy Huntington: Yes, Meredith Plummer: Yes, Sue Tsuda: Yes, Chuck Uyeda: Yes, Jane Smith: Absent, Lesley Thornburg: Absent. Motion carried.

- d. Audit Engagement Letter; presented in writing to board.  
Director Sue Tsuda moved to approve as presented, seconded by Director Chuck Uyeda. Motion carried.
- e. Donor Wall update: Executive Director Sandy Smith presented mockup of Donor Wall plaques and positioning; the cost will be \$5500.00. The donor levels are cumulative since 2010 and will cost approximately \$500-\$600 to update annually; it has CMC's signature (copper, modern) look; M&O will install hopefully be installed by first home basketball game.
- f. Athletic Program Update: Executive Director Sandy Smith noted the charter member donor plaque is in progress. Constituency Fundraising Plan process is that the form be completed and submitted to the Foundation Executive Director. Executive Director is to review and make recommendation as needed. Athletic Boosters are working on the following areas: Membership, Sponsors and Media Guide. Devin Aye has been hired as the Athletic Director and Men's Head Coach, Hosie Ward as the Head Women's Coach/Athletic Program Coordinator and they are both working on the Athletic Director duties to make sure all are handled appropriately. Athletic Booster Board consists of: Paul Hoffman, President; Emily Helm, Vice-President; Jolie Alpin, Secretary and Sara Hutson as Treasurer. Establishing committees is next on the Athletic Boosters agenda.

g. Committee Reports

- i. Financial Committee meeting was cancelled.
- ii. Fund Development Committee meeting information and recommendations to the board:

Recommendation to turn over the Golf Tournament to Athletic Booster Club this year.

Treasurer Ginger Cowan moved that board accept recommendation, seconded by Director Chuck Uyeda. Motion carried.

Recommendation to forego the Fall Dinner this year due to the timing of the event and include with the Installation Dinner for 2017-18. Add a recognition component to the event. No action taken.

Recommendation that the Festival of Wreaths be held November 19, 2017 with Jeff Cummings being the auctioneer. No action taken.

**Board Training:**

- a. Presidents' Circle funding is unrestricted and pays for items such as:
  - i. LVN Testing: Executive Director Sandy Smith noted that for the last three years that the nursing students have been reimbursed for the testing fee that there has been a 100% pass rate.
  - ii. Morongo Basin Transit Authority (MBTA) subsidy for 50c rides and check has been sent out. The Presidents' Circle next event is the Holiday Gathering on December 11, 2017.
- b. Board Manual for each director to be updated.

**Next Meeting Agenda Items:**

- A. Fund Development Calendar planning
- B. Athletic Booster Representative

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

There being no further business President Cathy Larson adjourned the meeting at 7:02 p.m.

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



**The next meeting of the Foundation Board will be September 25, 2017 at 5:30pm at the Community Room of the Bell Center, Copper Mountain College Campus.**