



Copper Mountain College Foundation
Joshua Tree, CA
Minutes of the Regular Meeting, Board of Directors
Bell Center Community Room, Monday, April 23, 2018

In attendance: Cathy Larson, Dean Pieper, Renee Anderson, Jeff Cummings, Meredith Plummer, Sherry Harwin, Jane Smith, Elaine Harman, Ginger Cowan, Sue Tsuda, Adriann Miller, Mary Lombardo, Nancy Huntington, Chuck Uyeda, Sandy Smith.

Not in attendance: Barbara Dunn, Lesley Thornburg, Sara Hutson.

Honorary Board Members in attendance: none

Guests: Deion Anderson, Mario Villescas (former Board President and Member), Marc Ryan (Fire Captain on the Marine Corps Base).

Call to Order: Cathy Larson called the meeting to order at 5:35 p.m.

Public Comment: Chuck Uyeda introduced guests Mario Villescas, Marc Ryan.

Agenda Approval: Motion to approve the agenda: Chuck Uyeda moved approval, seconded by Sue Tsuda. Motion carried.

Approval of Minutes:

Motion to approve the minutes of the February 26, 2018 meeting as amended:

1. Treasurer's Report to: Sandy Smith, Ginger Cowan and Sara Hutson are working on refining the reports
2. CMC Superintendent/President's Report for punctuation and The Athletics program has been more expensive and more work than anticipated.
3. Director's Comments: Chuck Uyeda asked that the Foundation have car magnetic signs for local parades.
4. Correction of spelling for Susan Luckie Reilly under Next Meeting Agenda items.
Nancy Huntington moved approval of meeting minutes as amended, seconded by Chuck Uyeda, Sherry Harwin abstained. Motion carried.

Executive Director Report: Written handout. Sandy Smith briefed on her report and on Greenleaf recipients. Currently four (4) Tim Estes, Kamaljit Singh and Yvonna Mullen and the addition of the new recipient Reuben Schmit for 2018. Greenleaf ceremony is May 10th in the Bell Center Community Room at 5:30pm. Cathy Larson pointed out Sandy Smith's Time Study that was presented in writing and Sandy went over the differences from the October 2017 report to the March 2018 report. Sandy Smith also stated that she had applied for the Officers Spouses Grant and the Foundation was denied but will apply again next year.

Treasurer's Report: Ginger Cowan presented written handout of report(s). Sandy Smith advised Board that the Greenleaf account is over corpus of \$2.5 million and Cathy Larson explained this item

to the guests with payouts etc. Cathy Larson questioned the Athletic account on the balance sheet, she thought that there weren't any funds left for this item. Sandy Smith explained that the "Athletic" account is the booster funds account. Cathy Larson questioned the Proudfoot Annuity having a line item in the negative on the balance sheet, Sandy Smith said she would look into that item. Cathy Larson questioned the profit shown for the Casino Nite on the March balance sheet. She was directed to look at the YTD balance sheet for complete numbers.

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

- On April 12th, last Thursday, there was a campus emergency and shut down that was due to a Dust Storm (Haboob) with 0% visibility and the particulate count tripped the fire alarm and caused an evacuation. There was also a concurrent power outage on campus. The weather service advised President/Superintendent Jeff Cummings that the conditions were not going to improve soon and would become more severe in the afternoon. Due to these events and information he decided to close the campus. Due to this, the Greenleaf Ceremony was cancelled and rescheduled for May 10th.
- Graduation ceremony will have the CSUSB Palm Desert Campus Dean, Dr. Sharon Brown-Welty as the guest speaker hoping to foster a further relationship with them.
- Jeff Cummings is part of the Joshua Tree Rotary Club and they are planting approximately 8 drought tolerant trees on campus in recognition of Arbor Day.
- Spike, the CMC Fighting Cacti Mascot, will be present at the Golf Scramble on April 28th.

Information and Possible Action Items:

- A. Real Estate Report: Sandy Smith gave verbal report that the Foundation has received phone calls and email property donation requests for property in Wonder Valley that have been forwarded to Barbara Dunn for evaluation.
- B. Funding Requests:
 1. Athletic Program – Athletic Training Room Funds request for use of Bell Funds presented in writing. There was discussion among with board and it was pointed out that this is for both the men's and women's basketball teams and also may help with recruitment of new talent for the basketball teams and an Athletic Trainer for our teams and visiting teams. Chuck Uyeda moved approval, seconded by Sue Tsuda. Motion carried.
 2. Pipe & Drape and Stage Upgrade request presented in writing. Sue Tsuda moved approval, seconded by Mary Lombardo. Discussion was had to hold off on the Stage Upgrade as there may be other options available and to approve the purchase of additional Pipe & Drape. Sue Tsuda moved to amend the motion to only include the Pipe & Drape purchase for approval, Chuck Uyeda seconded. Motion carried.
- C. BNY Mellon Investment Strategies:
 1. Section D 4.1 Board Policy for management of funds, fees, interest, etc. for Greenleaf, Bell Trust and Combined accounts. Reviewed by the Finance Committee in 2017. The Investment strategy is currently at 60/40 with no changes leading to the discussion of the management fee from the Susan Luckie Reilly bequest.
- D. Finance Committee Recommendation:
 1. Foundation takes a 1% management fee from the Susan Luckie Reilly bequest.
 - a. \$5,000.00 onetime fee leaving a balance of \$495,000.00 available for the District when they are ready for the funds. Discussion was had about the Foundation taking a onetime fee and taking all interest accrued but accepting the risk and

burden of giving the District of \$495,000.00 should the balance fall below the \$495,000.00 corpus, possibly having to take funds from another avenue. Sandy Smith to meet with the District for a time line, etc. for these funds as well as call Syndia at BNY Mellon to talk about a new account and/or ask if it can be portioned off in temporary restricted for tracking and bring these answers back to the Board next meeting.

- E. Board Self-Evaluation Survey Results: 13 of the 16 board members took the survey on Survey Monkey. Overall it was a positive response. Report was sent to the Board Development Committee for training evaluation.
- F. Fall Dinner Committee: Renee Anderson announced that the dinner is on and needs to be organized. Sandy Smith announced that the Fall Dinner is to be an elegant affair to welcome new potential supporters to the College and Foundation and introduce them to the College and its culture. Need a speaker and a program to draw people to the Fall Dinner. She asked for committee members, it was suggested by Nancy Huntington that this not be done at the board meeting, that maybe Sandy Smith should request committee members at a separate time on behalf of Renee.

X. Board Training:

- A. Form, Board Member Recommendation will be in all board agenda packets as a standing item going forward; please return your completed form to Sandy Smith with a person you have in mind for the board.
- B. Recruitment, Director Responsibilities: board members responsibilities discussed.
- C. Board Orientation - July 17, 2018, Library Meeting Room, 2:00p - 4:30p. Board Development Committee will be using the Survey Monkey results to do the orientation as well as suggestions from the board directors.

Director's Comments:

- A. Chuck Uyeda noted that Innovus Printing bartered with the Foundation for a Silver Sponsorship in return for producing the Golf Scramble Trophies and car magnetic signs.
- B. Chuck Uyeda also asked for additional golfers for the Golf Scramble on Saturday, April 28th.

Next Meeting Agenda Items:

Susan Luckie Reilly Trust donation Sec D 4.1 Board Policy for management fee to be reviewed.

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

Board Development Committee:

Board Development Committee minutes February 22, 2018

Board Manual Taskforce:

Finance Committee

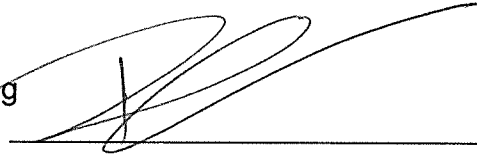
Finance Committee, minutes March 12, 2018 and April 9, 2018

Fund Development Committee:

Fund Development Committee, minutes March 19, 2018 and April 16, 2018

There being no further business President Cathy Larson adjourned the meeting.

Respectfully submitted,
Sandy Smith, Clerk for the Meeting
And Renee Anderson, Secretary



**The next meeting of the Foundation Board will be May 21, 2018 at 5:30pm
at the Community Room of the Bell Center, Copper Mountain College Campus.**