



**Copper Mountain College Foundation
Joshua Tree, CA**

**Minutes of the Regular Meeting, Board of Directors
Bell Center Community Room on Monday, January 28, 2019**

In attendance: Renee Anderson, Kevin Cosgriff, Ginger Cowan, Jeff Cummings, Barbara Dunn, Elaine Harman, Sherry Harwin, Nancy Huntington, Mary Lombardo, Meredith Plummer, Chuck Uyeda, Mario Villescas, Sandy Smith, Sara Hutson.

Not in attendance: Sue Tsuda, Jessica Fairfield, Cathy Larson, Dean Pieper, Marcelino Ryan, Jane Smith.

Honorary Board Members in attendance: none

Guests: Liz Alvarez, Deion Anderson.

Call to Order: Renee Anderson called the meeting to order at 5:30 p.m.

Public Comment: none

Agenda Approval: Motion to approve the agenda as presented: Chuck Uyeda moved approval, seconded by Mary Lombardo. Motion carried.

Approval of Minutes:

Motion to approve the minutes of the December 17, 2018 Board meeting: Kevin Cosgriff moved approval of meeting minutes, seconded by Chuck Uyeda. 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:

- Spring Semester classes started January 25 and with the 16 week semester there are interesting start/stop dates. Today the parking lot was full, it is all very exciting.
- Had a wonderful all staff day. There was a presentation on the new funding calculations.
- Kevin Cole was announced as the new Facilities and M&O head at the last Board of Trustees' meeting.
- The Fighting Cacti are really thriving. The men's team beat the number one state ranked team. There have been a lot of high school students and their parents attending the games.
- The warehouse looks wonderful with the new desks and flooring.
- Accreditation visit is coming up in March.

Information and Possible Action Items:

- A. Real Estate Report – Barbara Dunn is working on a potential property on Appian Way. It has been difficult to locate the property and she has not been able to find ingress and egress. The property owner is not local.
- B. Strategic Plan –
 - Strategic Plan Report
 - Goal Tracking Form
- C. Funding Request First Read – Copper Mountain College – Public Relations – Touch Screen kiosks for communication to students \$17,500.00. Board has requested that Sandy Smith gather additional information for the second read at the next board meeting.
- D. Board Manual Taskforce recommendations to amend:
 - a. The Foundation and the Executive Director: Add items:
 - 1. c. 1) The employment parameters and compensation package are managed through the District’s Office of Human Resources as directed by the Superintendent/President.
 - 2. d. Generates, invests, and monitors funds necessary to operate and fulfill the mission. Chuck Uyeda moved acceptance of the recommendations to amend, seconded by Mario Villescas. Motion carried
 - b. Standing Committee, Finance Committee:
Add: Only the Board of Directors is empowered to act, approve, authorize, implement or direct implementation of any policy, program or funding consideration that commits or binds the Foundation or the District in any manner.
Add:
 - e. Ensures that authorized signatories required to conduct Foundation business are monitored for accuracy and directs revisions as appropriate.
 - 1. The June installation of incoming officers compels resolutions to amend authorized account and document signatures during the first meeting of the new fiscal year.
 - a) Bank account(s) signatures.
 - b) Investment account(s) signatures.
 - c) Documents and instructions related to the State of California Board of Equalization seller’s permits.
 - d) Acquisition, transfer, or sale of property on behalf of the Foundation.
 - m. Approves reimbursement requests for Executive Director expenditures. Sherry Harwin moved acceptance of the recommendations to amend, seconded by Mario Villescas. Motion carried.
- c. Standing Committee, Fund Development:
Add: Only the Board of Directors is empowered to act, approve, authorize, implement or direct implementation of any policy, program or funding consideration that commits or binds the Foundation or the District in any manner.
- d. Standing Committee, Board Development:
Add: Only the Board of Directors is empowered to act, approve, authorize, implement or direct implementation of any policy, program or funding consideration that commits or binds the Foundation or the District in any manner.

Chuck Uyeda moved acceptance of the recommendations to amend, seconded by Ginger Cowan. Motion carried.

- E. Board Manual Taskforce recommendation to adopt:
 - a. Board Development - Executive Director Advocacy Subcommittee (Procedure)
 Add: c. Executive Director Advocacy Subcommittee. To provide a conduit for effective communication and managerial interfacing among the District, the Foundation Board, and the Executive Director for board enhancement, concept generation, and conflict resolution.
 Mary Lombardo moved acceptance of recommendation to adopt, seconded by Kevin Cosgriff. Motion carried.
- F. Fall Dinner, Committee Configuration: Nancy Huntington stated: Co-Chairs Cathy Larson & Nancy Huntington with committee members: Sue Tsuda, President, Renee Anderson, Fund Development Chair, Sandy Smith, Executive Director, Ginger Cowan, Bud Garrett, Jane Smith, Sherry Harwin. Everyone that is interested are welcome to attend the meetings.

Board Training: Foundation Document Styles: presented in writing.

Director Comments:

Mario Villescas – President Circle 2.8.19 – have sent invites to: past board members, honorary board members, charter booster members, presidents’ circle members. If you know any of them personally maybe contact them and ask them to attend. Sandy Smith will forward the invite list.

Sherry Harwin – calendar comment: January 31 is the last day for HOWL submissions.

Next Meeting Agenda Items:

Second Read: Funding Request First Read – Copper Mountain College – Public Relations – Touch Screen kiosks for communication to students \$17,500.00. Board has requested that Sandy Smith gather additional information for the second read at the next board meeting.

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

Board Development Committee:

No report.

Board Manual Taskforce:

Minutes, 11.28.18 and 01.09.19

Nancy Huntington – The next BMT meeting is on January 30 at her house at 2pm. BMT’s next task is the HOWL and campus changes and how this will affect the Foundation with financing etc. Also under discussion will be the Alumni Association and the Athletic Boosters and how they are defined. The meeting is a conduit for healthy discussion to develop a position statement on these items. Mario Villescas wants to see documents and to have input. Nancy Huntington said she will forward the documents to him and to Superintendent/President Jeff Cummings.

Finance Committee:

Minutes, 1.16.19 draft

Fund Development Committee:

Minutes, 1.16.19 draft

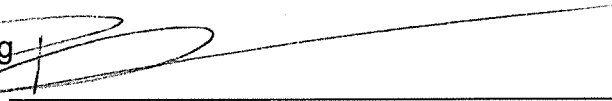
Renee Anderson – Thanked everyone for their support of Casino Nite on 3.16.19. She has passed out envelopes with tickets and save the date postcards to everyone.

There being no further business Secretary Renee Anderson adjourned the meeting at 6:59 p.m.

Respectfully submitted,

Sara Hutson, Clerk for the Meeting

And Renee Anderson, Secretary



The next meeting of the Foundation Board will be February 25, 2019 at 5:30 pm at the Bell Center Community Room.