Copper Mountain College Foundation
Joshua Tree, CA

Minutes of the Regular Meeting, Board of Directors
Bell Center Community Room on Monday, May 20, 2019

In attendance: Sue Tsuda, Renee Anderson. Barbara Dunn, Kevin Cosgriff, Jeff Cummings, Jeff Haig for Dean Piper, Elaine Harman, Sherry Harwin, Nancy Huntington, Cathy Larson, Mary Lombardo, Marcelino Ryan, Chuck Uyeda, Sandy Smith and Sara Hutson.

Not in attendance: Ginger Cowan, Dean Piper, Meredith Plummer, Mario Villescas.

Honorary Board Members in attendance: none

Guests: Deion Anderson

Call to Order: Sue Tsuda called the meeting to order at 5:34 p.m.

Public Comment: none

Agenda Approval: Motion to approve the agenda as amended: Cathy Larson moved approval with tabling of item j under Information and Possible Action Items: Executive Director 2019-2020 Contract to be tabled to August 2019 Board meeting, seconded by Chuck Uyeda. Motion carried.

Approval of Minutes:
Motion to approve the minutes of the April 29, 2019 Board meeting as amended: Under director comments clarify the correction of Nancy Huntington's comments. Under Childcare Center update Sue Tsuda asked. Chuck Uyeda moved approval of meeting minutes as amended, seconded by Sherry Harwin. Motion carried.

Treasurer's Report: Written handout with notes.

Executive Director's Report: Written handout.
Sherry Harwin asked about the freeze on hiring student workers. Sandy Smith explained that this is a campus wide freeze due to District budgetary constraints and possible redirecting of Federal Work-study allocation funds to Pell Grants next fiscal year.

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

- We are in finals week and last week of the Spring 2019 Semester, a culmination of this year's hard work.
- The CMC RN Pinning ceremony is on May 22, 2019 in the Bell Center.
- Graduation Commencement ceremony is on May 23, 2019 in the Bell Center.

- Student Success Center Graduation ceremony is May 24, 2019 in the Bell Center Community Room.

Information and Possible Action Items:

A. Real Estate Report – no report

B. CMCCD Project Update, Susan Luckie Reilly Trust. Sandy Smith reported that she and Meredith Plummer met with Ruth Rieman, Steve Bardwell and Dr. Laraine Turk of the Morongo Basin Conservation Association (MBCA) about NetZero campus wide. They asked if they could reach out to their consultants (who have done the UC Riverside Cert Center, a NetZero building) and bring them up to our campus to make a presentation at all staff day in August and see what the proposal would be. Also we could possibly talk about it or do a presentation at Presidents' Circle, if it gets some ground on campus, for next fall. MBCA also gave Meredith Plummer and Sandy Smith some leads for state funding to further taking NetZero campus wide.

C. Finance Committee – 2019-2020 Budget Recommendation. The Finance Committee recommends that the sitting board approve the proposed balanced budget for 2019-2020. Nancy Huntington pointed out that the budget for 2019-2020 has a line item for the Foundation to hire a student worker. Sandy Smith said, yes, if deemed necessary. Jeff Cummings said that it could possibly be coordinated with CalWorks to help fund a student worker for the Foundation. Nancy Huntington moved approval, seconded by Renee Anderson. Motion carried.

D. Revisiting approved Funding Request (CMCF Board 9.24.18 meeting) – Copper Mountain Community College District – Update CMC's Emergency Operations plan, training, prepare District's first hazard mitigation plan, $50,000.00. Jeff Cummings stated he was bringing it back to the Foundation Board for transparency, that the FEMA grant that was discussed in September 2018, was applied for but did not come through. The County of San Bernardino has a local emergency mitigation plan that the District can work under. Jeff Cummings is bringing this request back to the board for CMC's Emergency operation plan which Keenan, an outside vendor, can do for approximately $25,000.00 instead of the $50,000.00 originally requested and approved.

E. CMC Funding Request Classroom Sympodiums 05.16.19, $125,000.00. Jeff Cummings reported that the Academic Senate has been working with the District's Information Services (IS) Department for over two years on new technology to update and upgrade the classrooms on campus. $125,000.00 from Bell Funds is being requested to implement the upgraded technology over a three year period, one third at a time. A regular rotation for campus technology will follow. The District has already implemented a technology replacement plan and is budgeting $50,000.00 a year for the rotation. The technology replacement plan has a master tracking sheet for a 5 to 7 year cycle to replace and upgrade technology on campus. Chuck Uyeda moved approval of the concept of three years at one third per year, and a commitment to funding the first year, up to $50,000.00 in Summer 2019. And then as technology and pricing develops over the next two years, the District can bring the funding request back to the Foundation Board to approve a specific amount of money, seconded by Nancy Harwin. Motion carried.

F. Childcare Center Update. Sandy Smith provided the current lease and last year's rent increase letter. She has contacted Brewer Construction for a complete estimate of necessary upgrades – new flooring, interior work, kitchen remodel, heating and air, etc. The Foundation is not looking to do the work right now (or even this year probably) but we would like an idea about what needs to be done and the cost to update/modernize the building. CMC's Child Development Program is looking into possibly leasing the childcare center building for a lab school and/or ask the Foundation to look at another childcare business that would work better with the CMC Faculty and students for training/lab work. The Dean of Instruction, CMC Child Development Program and Meredith Plummer are looking at how this would work for the District and the feasibility of such a move. Sue Tsuda requested that a line item be included in the budget for the childcare center repairs/rehab/deferred maintenance over and above regular maintenance costs based on the estimate from Brewer Construction.

G. Nominating Subcommittee: Nancy Huntington.
Presented slate of 2019-2020 board members for approval by the sitting board.

- The Nominating Subcommittee recommends acceptance of the report and recommendation for action:

1. Report:

a. <u>Board Composition</u>
- Year 2018/19 — 18 members. 11 Independent and 6 Dependent
- Resigned 2019 — Jane Smith (I) February, Jessica Fairfield (D) April
- Termed 2019 — Ginger Cowan, Sherry Harwin, Nancy Huntington, Cathy Larson

b. <u>Board Member Recruitment</u>
- Invite four termed members to reaffirm.
- Augment the Board with an additional 4 to 6 independent members within the next six months.

2. Recommendations to Confirm:

a.	Honorary Director	Jane Smith	
b.	Board of Directors:		
	• Board Member	Ginger Cowan (I)	2019-2022
	• Board Member	Sherry Harwin (I)	2019-2022
	• Board Member	Nancy Huntington (I)	2019-2022
	• Board Member	Cathy Larson (I)	2019-2022
	• New - Board Member	Mary Jane Binge (I)	2019-2022
	• New – Board Member	Kris Mitchell (I)	2019-2020
	• New – Board Member	Kristina Suydam (I)	2019-2020
	• New - Board Member	John Zaccaria (I)	2019-2022
c.	Ex-officio Board Members, Constituency Appointment		
	• Faculty Senate	Dean Pieper (D)	2019-2020
	• Classified Senate	Jennifer Smith (D)	2019-2020
d.	Ex-officio Board Member, Superintendent/President Appointment		
	Student Representative	Liz Alvarez (D)	2019-2020

Chuck Uyeda moved approval, seconded by Kevin Cosgriff. Motion carried.

- The Nominating Subcommittee recommends acceptance of the report and recommendation for action

3. Recommendation to Elect:
Officers, Board of Directors

1.	President	Sue Tsuda (I)
2.	Vice President	Chuck Uyeda (I)
3.	Secretary	Renee Anderson (I)
4.	Treasurer	Ginger Cowan (I)

Cathy Larson moved approval, seconded by Mary Lombardo. Motion carried

H. Installation Dinner June 24, 2019, Bell Center Community Room. Invitations were handed out to all present. New board members and Jane Smith, Honorary Director, will be invited. Sandy Smith will reach out to the new Superintendent/President Dr. Daren Otten with an invitation as well as the Board of Trustees and employees of the District.

I. Strategic Plan – Report and Goal Tracking Form; written handout.

J. Executive Director 2019-2020 Contract tabled to the August 2019 board meeting.

Board Training:
Board Orientation, August 6, 2019, Bell Center Community Room from 10 am to 4 pm with Lunch provided.

Director Comments:

Renee Anderson: passed around a signup sheet for the Foundation's Opening Nite Gala at Theatre 29 of the Glass Menagerie on August 9, 2019.

Sherry Harwin: clarification on the Finance Committee minutes. Where it says Audit Engagement Letter Scheduling – Staff will contact Paul Messner and set up an August Foundation 2017-2018 Audit. Should it say 2018-2019? Sandy Smith said yes, the minutes will be corrected.

Cathy Larson: verified that the Foundation phones will be forwarded during the two weeks in July that the Foundation Office will be closed. She also requested that a sign or a note be placed on the Foundation door with contact information.

Next Meeting August 26, 2019 Agenda Items:

- Real Estate Report
- Strategic Plan – Report and Goal Tracking Form
- Executive Director 2019-2020 Contract as an information item after approved by the Board of Trustees of the District
- Recap 2018-2019 Annual Report

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

Board Development Committee:

No report.

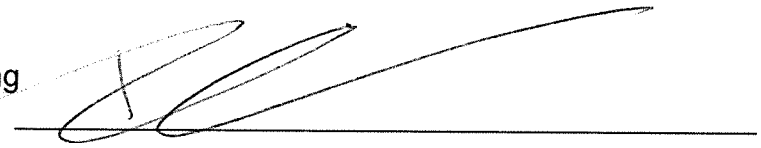
Board Manual Taskforce:
No report.

Finance Committee:
Minutes, draft 05-13-19

Fund Development Committee:
Minutes, draft 05-13-19

There being no further business President Sue Tsuda adjourned the meeting at 6:36 p.m.

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



THE NEXT CMCF BOARD OF DIRECTORS MEETING/INSTALLATION
June 24, 2019 at Bell Center Community Room at 5:30pm