



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

**Minutes of the Regular Meeting, Board of Directors
Bell Center Room 637 on Monday, September 23, 2019**

In attendance: Sue Tsuda, Chuck Uyeda, Renee Anderson, Liz Alvarez, Mary Jane Binge, Kevin Cosgriff, Barbara Dunn, Cathy Larson, Jennifer Hawk-Smith, Dr. Daren Otten, Kris Mitchell, Dean Piper, Sherry Harwin, Nancy Huntington, Mary Lombardo, Meredith Plummer, Mario Villegas, John Zaccaria, Sandy Smith, Sara Hutson.

Not in attendance: Kristina Suydam, Ginger Cowan, Marcelino Ryan on leave of absence.

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: Chuck Uyeda moved approval of agenda, seconded by Sherry Harwin. Motion carried.

Approval of Minutes: Motion to approve the minutes of the August 26, 2019 Board meeting: under Disclosure of Interest Forms: correct item C. II. **From:** Renee Anderson is the owner operator and **her To: she.** Motion to approve the minutes of the August 26, 2019 Board meeting as amended Mary Jane Binge, seconded by Chuck Uyeda. Abstaining: Sherry Harwin, Nancy Huntington, Mary Lombardo, and Meredith Plummer. Motion carried.

Treasurer's Report: Written handout. Kevin Cosgriff – Audit Committee Chair and Liz Alvarez met with the Auditor, Paul Messner with regards to being compliant with the FASB Memoranda to Report Financial August 2016, #958 provisions: The Foundation Financial statements to show different terminology – presentation would not change just a change in the naming from Restricted to Assets with Donor Restrictions and from Unrestricted to Assets without Donor Restrictions. Other provisions are qualitative and quantitative notes for statements and we are technically compliant with regards to liquidity and expenditures. The Auditor will look at and put in his audit report what amendments/changes and give guidance on what would need to be amended/changed for compliance.

Executive Director's Report: Written handout.

CMC Superintendent/President's Report: CMC Superintendent/President Dr. Daren Otten. Dr. Daren Otten thanked everyone for all of the hard work put into the Fall Dinner. He and his wife, Renee, had a good time and the feedback was overwhelmingly positive.

Dr. Daren Otten said, as Trustee Lombardo is aware, the Board of Trustees are setting the Superintendent/President annual goals to ensure he is doing his job on behalf of the District. The following goals will be on the October Agenda that include the Foundation in two areas: GOAL 3: Support and plan for the economic, cultural, intellectual and general well-being of the Morongo Basin for the long-term. The 5 to 20 year expectation and he expects the Foundation will have a large roll in this.

GOAL 4: Develop a strategic plan for the CMC Foundation in support of the long-term vision of Copper Mountain College. Having a long term plan for the students, he sees the biggest challenge being that all Colleges are working with a 100 year old plan that has not been updated.

Information and Possible Action Items:

- A. Real Estate Report: Barbara Dunn – no report.
- B. Disclosure of Interest Forms: President Sue Tsuda
Board Members 2019-2020: If anyone on the board has not already done so please complete, sign and return.
- C. Executive Committee Meeting Minutes, draft 9.18.19 Ratify Action Taken
Foundation Team to attend the Annual Advancement Conference for Community Colleges in San Diego October 2-4, 2019.
Chuck Uyeda moved that the Foundation pay to send the Foundation Executive Director Sandy Smith, the District Superintendent/President Dr. Daren Otten, Foundation President Sue Tsuda, District Trustee Mary Lombardo and Board Member Kris Mitchell attend the Annual Advancement Conference for Community Colleges in San Diego; October 2-4, 2019 and that attendees will share rooms, where applicable at a cost of no more than \$7,500.00; Seconded by Dean Pieper. Motion carried.
- D. Finance Committee recommendation:
 - 1. Board to consider moving checking accounts from US Bank handout
Board asked that Sandy Smith look into area banks and the viability of using them for the Foundations checking accounts and tabled to the Finance Committee for further recommendation.
 - 2. Accept Ann Vlcek request for balloon payment adjustment as amended by Barbara Dunn handout: Cathy Larson moved the Foundation Board accept the Finance Committees recommendation to accept Ann Vlcek's request for the balloon payment adjustment with a 7 % interest increase; Seconded: Mario Villescas. Motion Carried.
Barbara Dunn indicated that she will work on amending the note.
- E. Fall Dinner Committee Update: Co-Chairs Nancy Huntington and Cathy Larson: Cathy Larson thanked everyone for a wonderful event. Preliminary figures show that the funds raised were approximately \$15,000 with an approximate net of \$11,000.00. Everyone in attendance seemed to enjoy the dinner and ambiance, it was a successful Friend Raiser. Dawn Rowe was a wonderful speaker. Sandy Smith asked that next year the committee consider not having the event right before a board meeting.

F. Childcare Center Update

1. Ad-Hoc Committee for Childcare Center Notes, draft September 13, 2019
2. Ad-Hoc Committee for Childcare Center met September 23, 2019 and recommend to the Board to prioritize expenses in updated the Child Care Center starting with replacing the 4 windows in the building in the next month or so at a quoted estimated cost of \$4,500.00. Nancy Huntington requested that the Foundation put out a request to local General Contractors rather than piece meal the updates. Cathy Larson pointed out that the window quote includes a non-profit discount with the windows being on sale also and recommends moving forward before the prices change. Sandy Smith noted that the new doors have been installed. Several Board members suggested that the current renters consider changing their name as it has some negative connotations. Cathy Larson moved to proceed with the \$4,500.00 quote to replace the windows and look at the rest of the needed updates after. Seconded: Nancy Huntington. Motion carried.

G. Orchid Festival invitation to CMC Foundation to participate October 5 and 6, 2019: Sue Tsuda said that the purpose is for non-profits to get the word out, that some participants sell goods, some present info and suggested that it is a good venue to consider with a different audience than who the Foundation is usually in front of. Would need an easy up, table, chairs and printed material. Sandy Smith indicated that she would not be available that weekend. Sandy Smith pointed out that the District and Foundation have been working together at events, maybe invite the District to participate also. Mary Jane Binge suggested that the Athletic Boosters participate also. Chuck Uyeda asked about shirts for Foundation Board members and Sandy Smith said that Tease Shirts in Yucca Valley has the logo that can be put on any shirt a director takes in at a minimal cost. Nancy Huntington suggested that with the time restraint this be forwarded to the Finance Committee for future consideration and calendaring. Sue Tsuda moved that the Orchid Festival invitation be tabled to the Fund Development Committee for future consideration. Seconded: Chuck Uyeda. Motion Carried.

H. MOU / Athletic Booster Club Structure: Nancy Huntington handed out SOP #2, Section D, Tab 8, Document 4. Dr. Daren Otten indicated that he has concerns with regards to Title 5 and the Ed Code pertaining to the District and the Athletic Boosters. Nancy Huntington moved that the Foundation Board appoint a taskforce to re-examine the relationship between the Athletic Boosters and the Foundation and appoint Dr. Daren Otten as the chairperson with 4 board members to be selected by Dr. Daren Otten, along with the Foundation President and Executive Director being ex-officio members, for a total of 7 on the taskforce. Seconded Chuck Uyeda. Motion carried.

Board Training: Nancy Huntington handed out SOP #2, Section D, Tab 8, Document 4.

Director Comments:

Chuck Uyeda: The Fall Dinner was a great event.

Renee Anderson: Please take a Festival of Wreath postcard and plan on attending on Sunday, November 24. Chuck Uyeda said he will be providing his cheesecake again this year for auction and Sue Tsuda said she would be buying it again.

Next Meeting August 26, 2019 Agenda Items:

- o Real Estate Report

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

Board Manual Taskforce: No report.


Finance Committee: Minutes, draft 09-16-19

Fund Development Committee: Minutes, draft 09-16-19

Board Calendars: Sandy Smith asked that the Board Members look at and adjust accordingly as there have been some date changes due to conflicts and holidays.

There being no further business President Sue Tsuda adjourned the meeting at 6:43 p.m.

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



**THE NEXT CMCF BOARD OF DIRECTORS MEETING
October 28, 2019 in the Bell Center Room 637 at 5:30pm**