



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

**Minutes of the Regular Meeting, Board of Directors
Bell Center Community Room on Monday, January 27, 2020**

In attendance: Sue Tsuda, Chuck Uyeda, Renee Anderson, Liz Alvarez, Mary Jane Binge, Kevin Cosgriff, Ginger Cowan, Mary Lombardo, Kris Mitchell, Dean Pieper, Meredith Plummer, Mario Villescas, John Zaccaria, Sandy Smith, Sara Hutson.

Not in attendance: Marcelino Ryan on leave of absence, Barbara Dunn, Sherry Harwin, Jennifer Hawk-Smith, Dr. Daren Otten, Kristina Suydam.

Honorary Board Members in attendance: Bud Garrett

Guests: Robert Lombardo

Call to Order: President 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 Mario Villescas. Motion carried.

Approval of Minutes: Motion to approve the minutes of the December 16, 2019 Board meeting: Chuck Uyeda, seconded by Mario Villescas. Motion carried.

Treasurer's Report: Written handout, Sandy Smith will add variance column to the P&L Budget vs Actual, she will also change budget from monthly amounts to start when the budget starts in July 2019.

Executive Director's Report: Written handout.
Sandy Smith also noted that she is on vacation from February 18th through February 26, 2020.

CMC Superintendent/President's Report: CMC Superintendent/President Dr. Daren Otten: written hand out.

Information and Possible Action Items:

- A. Real Estate Report: none
- B. Executive Director Evaluation – Sue Tsuda appointed Sherry Harwin as chair and she or Sue Tsuda will be meeting with the Superintendent/President to continue the process.

C. Fund Development Committee recommendations

- I. Accept the Census 2020 contract as presented. A discussion was had regarding what volunteers will help out and who will go the Trusted Messenger Training in February and March. Sandy Smith said that the Foundation was asked to apply for the contract. Per the contract, the foundation will receive \$7 per pledge card completed and entered into the database. Sandy Smith also pointed out that this was a good thing to become involved in since the CMC Board of Trustees will be going to districting for voting in board members in 2022. Motion to accept the Census 2020 contract as presented: Dean Pieper, seconded by Mary Jane Binge. Motion carried.

- II. Accept the Yucca Valley Rotary Dessert Soiree's contract for April 4, 2020 event. CMC Foundation will be the event proceeds recipient. The 2019 recipient was the Morongo Basin Humane Society and they received over \$28,000.00. The Fund Development Committee and Yucca Valley Sunset Rotary met on January 24, 2020, to work out details and the event will be held on campus at the Bell Center Gymnasium with a set up for 150 attendees. Sue Tsuda pointed out that all Morongo Basin Rotarians are invited and mentioned some of the finer details of the event and recommended that the Foundation Board members sell tickets and solicit donations to make this event a success. Motion to accept the Yucca Valley Rotary Dessert Soiree's contract as presented: Sue Tsuda, seconded by Mary Lombardo. Motion carried.

D. Annual Report to Chancellor's Office: Sandy Smith stated that this is basically presenting the information from the Foundations Tax Return, Audit and 990 to the Chancellor's Office in the format they request.

E. Accept Board Resignations

- I. Nancy Huntington
- II. Cathy Larson

Sue Tsuda said she will set up a sub-committee to nominate board members to step into the positions vacated by Nancy Huntington's resignation.

Motion to accept the two board resignations as presented: Chuck Uyeda, seconded by Meredith Plummer. Motion carried.

F. Audit Committee recommendations: Kevin Cosgriff Audit Committee Chair

- I. Accept/990 Audit from Messner & Hadley, LLP. Kevin Cosgriff said that in his opinion after reviewing the Audit, 990, Tax Return and auditor notes that the audit is clean and he recommends approving, signing and filing the 990 and I99. Motion to approving, signing and filing the 990 and I99: Chuck Uyeda, seconded by Mario Villescas. Motion carried.

- II. Review of auditors and discuss going to bid: Kevin Cosgriff said that he has noted that our current audit company, Messner & Hadley, LLP have a peer review and are non-compliant. Kevin Cosgriff noted that Messner & Hadley, LLP have requested an extension to reply to the peer review but has not seen it updated. Kevin Cosgriff recommends looking at other audit companies and possibly changing. Sue Tsuda

requested that Kevin Cosgriff look into bringing 3 companies to the board for review and possible approval of changing companies.

G. Board Manual Taskforce

- I. Fill Committee Chair vacancy: Sue Tsuda said that she has asked Sherry Harwin to step in and accept the Board Development chair in light of Nancy Huntington's resignation.

Motion to accept Sherry Harwin as chair of the Board Development: Chuck Uyeda, seconded by Mario Villescascas. Motion carried.

- II. Athletic Booster Club structure report: Sandy Smith said that Nancy Huntington has forwarded to her the work that has already been performed on this item. Sue Tsuda stated that since Sherry Harwin has worked closely with Nancy Huntington she may be able to help out. This item is tabled until further date.

Board Training: none

Director Comments:

Sue Tsuda: said that there are several events coming up in the next couple of months: Presidents' Circle Brunch in the CMC Auto Lab on February 6, 2020, Casino Nite in the Bell Center Gymnasium on March 21, 2020, Yucca Valley Rotary Dessert Soiree' in the Bell Center Gymnasium on April 4, 2020, and Athletic Booster Golf Scramble at Hawk's Landing on April 25, 2020. Sue Tsuda also stated that it would be appreciated if the whole board could jump in and help out with all the upcoming events.

Chuck Uyeda: Asked for Athletic Booster Golf Scramble flyers and postcards to start putting the word out for the April 25, 2020 event. Sandy Smith said she will work on get them to him.

Chuck Uyeda also said that Mark Ryan, who is on board leave, will be receiving a promotion in mid-February 2020 to Assistant Fire Chief, which will shift some of his duties and allow him to come back to the board.

Renee Anderson: Said that she has Casino Nite tickets and would appreciate if the board members would take some and commit to selling them, obtaining sponsors and promoting the event.

Next Meeting February 24, 2020 Agenda Items:

- Real Estate Report
- Nominating Sub-Committee report
- Ad-hoc Executive Director Evaluation Committee report
- Board Manual Taskforce Athletic Booster Club Structure report

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

Board Manual Taskforce: No report.

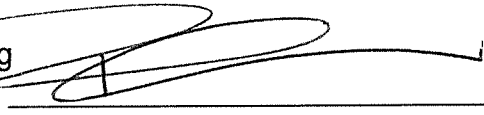
Ad-Hoc Committee for Athletic Booster Club Structure no meeting in December 2019
Finance Committee Minutes, draft January 13, 2019

Fund Development Committee Minutes, draft January 13, 2019

Board Calendars: handed out

There being no further business President Sue Tsuda adjourned the meeting at 6:18 p.m.

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



**THE NEXT CMCF BOARD OF DIRECTORS MEETING
February 24, 2020, in the Bell Center Community Room at 5:30pm**