



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

**Minutes of the Regular Meeting, Board of Directors  
Via Zoom Meeting on Monday, August 24, 2020**

**In attendance:** Chuck Uyeda, Mario Villescas, Renee Anderson, Kristina Suydam, J. Ovler Alvarez, Mary Jane Binge, Kevin Cosgriff, Ginger Cowan, Jennifer Hawk, Annie Hilderbrand, Mary Lombardo, Kris Mitchell, Daren Otten, Meredith Plummer, Ron Sears, Melynie Schiel, Sandy Smith, Sara Hutson.

**Not In attendance:** Marceline Ryan, John Zaccaria.

**Honorary Board Members in attendance:** none

**Guests:** none

**Call to Order:** President Chuck Uyeda called the meeting to order at 5:30 p.m.

**Public Comment:** none

**Agenda Approval:** Motion to approve the agenda: Kevin Cosgriff moved, seconded by Mary Jane Binge. Motion carried with a unanimous roll call vote.

**Approval of Minutes:** Motion to approve the minutes of the June 17, 2020 Board meeting, with corrections adding: John Zaccaria asked that J. Ovler Alvarez please include the size of the potential parcel for additional information to the report. Mary Jane Binge requested that J. Ovler Alvarez also add a plat map for each parcel to his report for additional information. Ron Sears to accept the minutes as amended, seconded by Mario Villescas. Motion carried with a unanimous roll call vote.

**Treasurer's Report:** Written handout, Kristina Suydam reviewed with the board.

**Executive Director's Report:** Written handout. Sandy Smith reviewed with the board.

**CMC Superintendent/President's Report:** CMC Superintendent/President Dr. Daren Otten: Written handout. Daren Otten reviewed his written handout with the board and added that today was the first day of Fall 2020 semester, teaching and learning was happening all over campus. Zoom had an issue and was down for a couple of hours during the morning. Governor Newsom, two Fridays ago, clarified what a county that is on the watch list (as we are) is able to do in person, which is laboratories where social distancing can be met and there is no other alternative. He also thanked Chuck Uyeda for introducing him to Mark Drummond. He had a chance to meet with him last week. For those that do not know him, he is former State Chancellor of the California Community Colleges System, former Chancellor of Los Angeles Community Colleges District, and former President of Eastern up in Washington State system who lives in Joshua Tree. If anyone else has an opportunity or someone that has a passion for education that they would like Dr. Otten to meet with please let him know.

**Information and Possible Action Items:**

- A. Faculty Senate representative to the Foundation Board, installed Melynie Schiel.
- B. Disclosure of Interest Forms: President Chuck Uyeda, requested any board members that have not completed and turned into the office to please do so.
- C. President's Committee Checklist: President Chuck Uyeda, asked for volunteers for the committees:  
Board Development Committee: Mary Lombardo  
Ad HOC Committee – 20<sup>th</sup> Anniversary: Ron Sears
- D. Real Estate Report: J. Ovier Alvarez stated that the one pending donation of APN 3039-381-06 and APN 3039-381-07 vacant land from Anne Heimlich was rescinded. He was notified by Ms. Heimlich that she was able to sell the property so it was no longer available for donation.
- E. 2019-2020 Audit scheduled for September 1 - 2, 2020. Foundation staff is meeting via zoom with the auditors this week for a pre-audit. Kevin Cosgriff has a zoom appointment with them also to go over information and then meet with them, along with the Foundation Staff, for the audit.
- F. Funding Request: CMC Health Sciences VN Program ATI Funding Request Form for \$12,500. Chuck Uyeda said that in the past Tortoise Rock has funded this but this year they are not in a position to do so. Sandy Smith noted that since 2012, when the Foundation started funding this practice testing, there has been a first-time pass rate of 100% for every class. She said that funds from the Fall Fundraising Week are earmarked for this testing. Mario Villescas moved to approve the funding request, seconded by Kevin Cosgriff. Motion carried with a unanimous roll call vote.
- G. Fund Development Committee recommendation: Fund Development Committee recommends forming of the Ad-Hoc Committee for the CMC 20<sup>th</sup> Anniversary celebration in 2021. Moved by the Fund Development Committee, seconded by Chuck Uyeda. Motion carried with a unanimous roll call vote. Sandy Smith will put out a call to the Alumni, CMC Campus, and Honorary Board Members to see ask for volunteers to join in on this committee. Sandy Smith believes that there will be some sub-committees for the different pieces of this event, from celebratory to fundraising.
- H. Fall Fundraising Week – September 12 - September 19, 2020. Meredith Plummer spoke to this virtual, weeklong event and that the goal is \$20,000 and the funds will be earmarked for the CMC Health Services department. She asked for help with fundraising items for the online auction, which will open up online on September 1<sup>st</sup> at <https://www.biddingowl.com/CopperMountainCollegeFoun>, if you have anything to donate please email the information to Sandy Smith. There will also be social media contests as well as a 50/50 raffle. Meredith Plummer also stated that each board member will receive a packet in the mail with information and postcards, please send out these informational postcards by September 10<sup>th</sup>. Plus everyone will be receiving daily reminder emails with talking points and information that can be forwarded to your friends and family to get them interested in the event. The event will culminate at 6 pm on September 19<sup>th</sup> with a live zoom toast with Dr. Otten and Chuck Uyeda, who will also announce the winners of the different contests, auction items, and the 50/50 raffle, as well as thanking people for attending.

**Board Training:** Guided Pathways discussion on donor development. Sandy Smith went through the PowerPoint handout, as a handbook for the board member to understand what the breadth of the Foundations programs are, but it can also be portioned out as pieces for donors so there isn't so much to digest on their part. Sandy Smith also mentioned that Mary Lombardo was the reason this came about as a pathway or roadmap for donors and how to articulate to donors what the Foundation does, getting the donor involved and how to keep the cycle going, a structured approach to donor development. Dr. Otten acknowledged that there is a lot of information and that they are looking for help and the feedback to make sure that people understand the pieces and parts of this. He commended Sandy Smith and thanked Mary Lombardo for the hard work putting this together. He encouraged everyone to take a look at this piece and provide feedback to Sandy Smith, anything that can be done to help clarify the whole process only better the Foundations ability to communicate with the donors and community.

**Director Comments:** All attendees introduced themselves and welcomed Melynie Schiel to the board.

**Next Meeting May 18, 2020 Agenda Items:**

- o Real Estate Report
- o Ad-hoc Executive Director Evaluation Committee report
- o Board Manual Taskforce Athletic Booster Club Structure report
- o BNY Mellon visit
- o Ad-Hoc Committee for the CMC 20<sup>th</sup> Anniversary celebration in 2021

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

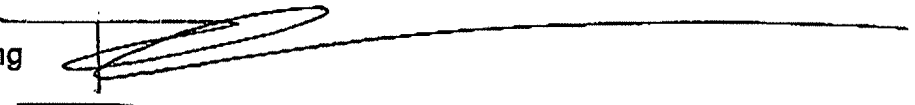
**Finance Committee Minutes, draft August 17, 2020**

**Fund Development Committee Minutes, draft August 17, 2020**

**Board Calendars:** handout.

There being no further business President Chuck Uyeda adjourned the meeting at 6:19 p.m.

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



**THE NEXT CMCF BOARD OF DIRECTORS MEETING  
September 28, 2020, Zoom at 5:30 pm  
(Pending social distancing)**