

**Mammoth Lakes Foundation Board Meeting
Saturday, October 27, 2018
Mammoth Lakes Foundation Library
100 College Parkway, Mammoth Lakes, California 93546**

www.mammothlakesfoundation.org

8:30am Executive Session / MLF Executive Committee

1. Review and consider approving the Trademark Coexisting Agreement Mammoth Lakes Film Festival and TB Silver Sail Entertainment

(9am) Administrative Items

1. Board Member / Associate Directors Roll Call

*Dave McCoy - Founder	*Gary McCoy - President	*Gary Myers – Board Chairperson
*Shields Richardson – Secretary	*Luan Mendel - Treasurer	*Evan Russell - CEO
**Jack Copeland	**Stacey Bardfield	**Judy Bornfeld
Sandi Forstenzer	*Town Manager / Dan Holler	***CCCC / Dr. Deanna Campbell
***MCOE / Dr. Stacy Adler	***MUSD / Lois Klein	***MLR / Matt McClain
***ML Chamber / Ken Brengle		

- (* / Executive Committee: ** / Director: *** / Associate Directors)

2. Approve any additions to the Agenda
3. Approve the MLF Board Meeting minutes of April 28, 2018 (Att #1)
4. (10 min) FY18-19 & Q1 Financial Report / Rich & Amy (Att #2)

9:15am Staff Presentations

- A. Executive Director Report (Rich)
- B. Mammoth Arts & Cultural Center Performing Arts Theater Project update (Rich, Evan, Bruce & Shira)
- C. Capital Campaign Report (Betsy)
- D. End of the Year Campaigns (Aleks)
- E. Mammoth Lakes Repertory Programming Report (Shira)

9:45am Associate Director & Project Manager Reports (Limit to 3 minutes per report)

- a. Town of Mammoth Lakes – Town Manager – Dan Holler
- b. Cerro Coso Community College – College Director – Dr. Deanna Campbell
- c. Mono County Office of Education – Superintendent of Schools – Dr. Stacy Adler
- d. Mammoth Unified School District – Superintendent of Schools – Lois Klein
- e. Mammoth Lakes Recreation – Executive Director – Matt McClain
- f. Mammoth Lakes Chamber of Commerce – Executive Director – Ken Brengle
- g. Disabled Sports Eastern Sierra – NWWC Project Manager – Kenyon Sandvigen
- h. Southern Mono Healthcare District – South Gateway Apartments Coordinator – Brett Barker

5. Old Business
6. New Business
7. Calendar Dates:
 - a. Friends of the Foundation Dinner on November 3rd at Jimmy's Taverna starting at 5:30pm
 - b. Board of Directors Capital Campaign Workshop with Campaign Coach Andrea Kihlstedt on November 14th in the MLF Library from 9am through 3pm
 - c. Executive Committee Meeting on Tuesday, December 11 at 3pm in the MLF Library

(10:30am) Adjournment

To the next meeting of the MLF Foundation Board on Saturday, February 2, 2019 @ 8:30am in the MLF Library.

Supporting higher education and the arts in the Eastern Sierra



MAMMOTH LAKES FOUNDATION

**Meeting of the Board of Directors
Saturday, April 28, 2018 – 8:30 a.m.
Mammoth Lakes Foundation, Library**

MINUTES

The Directors of the above corporation held a meeting of the Board of Directors on the above date and at the above time. The meeting was held pursuant to a Notice of Agenda given to each Director, a copy of which has been placed in the Minute Book preceding the Minutes.

The following members and directors, constituting a quorum of the Board of Directors, were present at said meeting: John Bush, Jack Copeland, Gary McCoy, Luan Mendel, Sandi Forstenzer, Gary Myers, and Evan Russell. Bonnie Colgan participated via speakerphone. Associate Directors (formally named Ex-Officio Members) in attendance included Deanna Campbell. Staff in attendance: Rich Boccia, Executive Director; Shira Dubrovner, Artistic Director; Aleks Mendel, Marketing Director; Betsy Truax, Development Director; and Melissa Reeves, Office Manager.

The following board members were absent: Shields Richardson, Stacey Bardfield, Bob Byers, Deborah Hess, Judy Bornfeld, and Dave McCoy.

President Gary Myers welcomed everyone and called the meeting to order at 8:30 a.m.

1. MLF Board Meeting minutes of December 2, 2017 were approved as submitted (moved by Gary McCoy, seconded by Jack Copeland).
2. The Consent Agenda had the following corrections: 1d. remove “Southern Mono Healthcare District” and the last summary paragraph should state “three previous meetings” (not two). The Consent Agenda was approved (moved by Jack Copeland, seconded by Luan Mendel).
3. Marketing Director Aleks Mendel reviewed the Communications Audit Report provided by Audience Group.
4. Development Director Betsy Truax reviewed the Framework for the Capital Campaign.

5. Executive Director Rich Boccia discussed the roles and responsibilities of the board in the execution of a capital campaign, as well as the current uncertainty of the project cost. “Capital Campaign Timeline” and “Timeline Phase 1” handouts were reviewed.
6. A 10-minute break was taken between 9:35 and 9:45 a.m.
7. CEO Evan Russell provided an update of the Performing Arts Theatre project as an element to the Mammoth Arts & Cultural Center. The new PAT poster board was reviewed. The design review is in process by Design Workshop. The design team was reviewed. Gary Myers mentioned potential safety and security issues.
8. Artistic Director Shira Dubrovner provided an update of Mammoth Lakes Repertory Theatre and shared the 2017-18 end of season report. Luan Mendel requested an P&L for the theatre. Jack Copeland suggested patrons should be advised of their role in the theatre.
9. College Director Deanna Campbell provided an update of the Eastern Sierra College Center of Cerro Coso Community College. She discussed the upcoming May 4 graduation, outreach to all area high schools changing the culture of early registration, the partnership with MLF (scholarship/cohort), and expansion of concurrent enrollment, with the majority MHS students.
10. Discussion of old business included an update on the MLFF legal challenge.
11. There was no discussion of new business.
12. President Gary Myers adjourned the meeting to closed session at 10:40 a.m.

Approved: _____
Luan Mendel, Treasurer

MAMMOTH LAKES FOUNDATION
BUDGET TO ACTUAL COMPARISON FOR QTR ENDING SEP 30, 2018

		Budget YTD	Actual YTD	Last YTD	Budget 2018-19
Revenue					
1	Giving programs	\$ 10,500	\$ 13,506	\$ 9,896	\$ 82,500
2	Diamond Partnerships	-	-	-	150,000
3	Friends of the Foundation	2,000	1,000	5,000	48,000
4	MAC Release from restrictions	-	-	-	500,000
5	Capital Campaign	-	-	-	1,000,000
6	Development Director	12,500	12,500	-	50,000
7	Events	230,000	221,061	236,294	395,500
8	Arts programs	25,350	41,331	67,960	217,000
9	Other income	2,750	7,888	96,330	13,500
10	Total revenue	283,100	297,286	415,480	2,456,500
Fundraising Costs					
11	Giving programs	1,500	-	-	20,000
12	Events	140,000	174,680	153,256	289,550
13	General fundraising	-	39	-	5,150
14	Foundation public relations	-	-	412	3,600
15	Total fundraising costs	141,500	174,719	153,668	318,300
16	Gross margin	141,600	122,567	261,812	2,138,200
Administrative expense					
17	Salaries and related expenses	39,125	29,682	32,107	156,500
18	Operating expenses	29,389	22,106	34,419	129,555
19	Professional expenses	12,500	24,997	14,040	50,000
20	Total administrative expense	81,014	76,785	80,566	336,055
College program & cultural					
21	College programs	5,125	12,956	9,865	37,500
22	Arts programs	43,609	47,180	60,388	203,435
23	Campus	-	-	-	-
24	Total college & cultural	48,734	60,136	70,253	240,935
25	Other income (gains & losses)	-	-	-	-
26	Total expense	129,748	136,921	150,819	576,990
27	Net income before depreciation	11,852	(14,354)	110,993	1,561,210
28	Depreciation	12,486	10,587	10,986	49,945
29	Net income before SGSA	(634)	(24,941)	100,007	1,511,265
30	SGSA Revenue	-	43	80,610	-
31	SGSA Salaries & benefits	-	45	14,800	8,680
32	SGSA operating expense	2,500	1,864	43,266	22,000
33	SGSA before tax and depreciation	(2,500)	(1,866)	22,544	(30,680)
34	SGSA depreciation	29,358	29,358	58,378	117,432
35	SGSA net income	(31,858)	(31,224)	(35,834)	(148,112)
36	MLF Total income	\$ (32,492)	\$ (56,165)	\$ 64,173	\$ 1,363,153

Mammoth Lakes Foundation
Cash Report

		10.17.18	
Checking/Savings			
Operating accounts			
1	Wells Fargo - checking	32,525.69	AMTrust, misc
2	ESCB - checking	31,952.84	SGSA checking
3	MLF Depository	62,080.51	MLF deposit & ckg, payroll taxes
4	Events petty cash	0.00	
5	Theatre petty cash	200.00	
6	Total operating cash	126,759.04	in the bank
Interest bearing accounts			
7	Stifel	701,737.00	MACC restricted - Langston, Tambour
8	Wells Fargo endowment funds	162,440.78	Dempsey, Knoll perm restricted - interest only use for scholarsips
9	Wells Fargo investment funds	1,206,369.37	Earn interest - \$405,000 Tambour & Bldg sales proceeds of \$800,000
10	Total investments	2,070,547.15	
Total cash		2,197,306.19	
Restricted funds			
11	Permanently restricted	161,967.00	balance that is Perm restricted
12	Mammoth Art & Cultural Center	994,602.09	Tambour, Langston - interest
13	Forest Island	7,382.30	balance
14	Development Grant	37,500.00	
15	McCoy Bday & MFWE , Other gifts	24,466.52	paid \$12520 in scholarships this qtr
17	Measure U & Theatre Restricted	51,000.00	Edison Measure U 2018-19
18	Cerro Coso Fund	8,930.37	CCCD & Foulke monies years ago
20	Total Wells endowment fund	1,285,848.28	
Summary			
21	Operating	911,457.91	cash left over!!!!
22	Board recommended reserve \$250,000		Board recommended to have on hand - yrs ago
23	Restricted	1,285,848.28	
Total cash		2,197,306.19	

Rich Boccia

From: Deanna Campbell <dcampbel@cerrocoso.edu>
Sent: Monday, October 22, 2018 4:21 PM
To: Rich Boccia
Cc: Melissa Reeves
Subject: ESCC Mammoth Update for Board Meeting

Importance: High

Hi Rich,

Below is the update for Saturday's Board Meeting from ESCC Mammoth:

Accreditation

Cerro Coso Community College had its accreditation visit the week of October 1st. Three members of the accreditation team visited the Mammoth and Bishop campuses on Monday, October 1st. The official report will not be available for another month or so. However, the team provided CCCC with three commendations and one recommendation. The first two commendations specifically mentioned the Eastern Sierra College Center and commended us on the breadth of course offerings and certificate and degree options available on ground for such a small campus; they were very impressed with our scheduling. The second commendation recognized ESCC's ability to leverage college and community resources to provide nearly all services and student supports on campus for our students.

Chancellor's Visit

The Kern Community College District Chancellor is tentatively scheduling a visit to ESCC on Wednesday November 7th. I don't have confirmation or an agenda at this time, but will let you know as soon as I have more information.

Concurrent Enrollment

For Fall 2018, ESCC has 251 concurrent enrollments for Inyo and Mono counties. The vast majority of these enrollments are from Mammoth High School with 195 enrollments representing 84 students. This does not include the freshmen who are not allowed to take concurrent courses their first semester. We anticipate approximately another 40 students enrolled in approximately 80 courses for Spring 2019. Further, this does not include the articulation of Career Choices, which all MHS freshmen take. We are very excited about the continues growth in concurrent enrollment for our MHS students. Since 2016 our concurrent enrollments have steadily increased from just over 100 in spring 2016 to 251 fall 2018. We expect to be over 300 concurrent enrollments by spring 2019.

Matriculation Rates

ESCC has been very focused on increasing matriculation (assessment, orientation, counseling, education plan) completion rates. The state provides funding based on matriculation completion rates and the portion of funding coming from matriculation will increase. Nevertheless, matriculation is an important factor for student success, retention, and certificate/degree/transfer completion. ESCC has increased matriculation completion rates from 31% in 2013-14 to 60% in 2017-18. Note that this includes online students in Inyo and Mono counties who do not come to campus. We are starting to implement outreach to those students to further increase our matriculation completion rates. Note also that the matriculation completion rate for the IWV (main) campus in 2017-18 was 41% and our KRV/South Kern sites was 14%.

High School Yield

ESCC Mammoth campus has been experiencing approximately 30-35% "high school yield" from Mammoth HS, which means that 30-40% of the graduating class is matriculating to Cerro Coso Mammoth. This year we had 33% of the MHS graduating class matriculate to CCCC Mammoth for Fall 2018

Facility Updates

Mammoth Campus Science Lab Expansion and Campus Modernization Project is complete. We expanded the science lab from 24 stations to 32 stations and added an additional prep lab. This meant that we lost a regular classroom, but split the large, double classroom into two rooms with full A/V. We also added air conditioning, an external storage shed, and replace the wood siding with pressed concrete board. All carpeting in the building was replaced and we will be installing new blinds throughout the classrooms and offices and shades in the lobby next semester.

Regards,



Deanna Ing Campbell
Director - Eastern Sierra College Center
Cerro Coso Community College

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Update from the Mono County Office of Education

Our 2018-2019 school year has started in a very positive manner. We have several new senior level staff: Dr. Nnamdi Uzor, Asst. Superintendent for Special Education, Mrs. Jennifer Weston, Chief Business Office, Mrs. Dyanna Hernandez, Director of Human Resources, Mr. Christopher Platt, Director of Libraries.

We have 15 students currently attending our two community schools (13 at Jan Work Community School in Mammoth Lakes and 2 students at Sawtooth Ridge in Coleville).

Our Adult Education Program, directed by Shana Stapp, has seven students in its high school diploma track program and graduated one student earlier this year. The ESL class also has a full class of students.

We recently completed all state mandated student and teacher training on Human Trafficking for all grade 7 and 9 students in the county. This training was paid for, in part, by a grant from the PROTECT organization who sent a representative to provide our students with this sensitive, yet extremely important information to help keep them safe from predators.

Our calendar of Student Events for this year has been set:

MathCounts – Friday, January 11th

Mock Trial – Thursday, February 14th

SIM Science and Engineering Fair – February 25th

County Spelling Bee – Thursday, March 14th

For more information on any of these events, please contact Debie Schnadt at 760-934-0031

Respectfully submitted,
Dr. Stacey Adler
Mono County Superintendent of Schools



P.O. Box 7275
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Fax: 760.934.0729



NWWC lot split/ zoning amendment update

Zoning Amendment:

- The zoning amendment will include Physical wellness and rehabilitation facilities in the Institutional Public Land Use designation. This will provide clarification that The NWWC is a permitted use in the Public Quasi- Public zoning districts.
- The zoning amendment application has been submitted to the TOML listing MLF/ SMCHD as the applicant. The application is being processed by DSES
- The application has been accepted by TOML as complete.
- Town Staff is drafting language for the zoning amendment package to be forwarded to Town Council.
- Drafting of language should be in place by the end of October.

Next steps:

1. Mailing and notification to surrounding residents/ parcel owners within a 300' radius of all Quasi public- Public zoned parcels within the Town of Mammoth Lakes.
2. DSES representatives will attend the Trails HOA meeting on November 13th to answer questions regarding the zoning amendment. DSES will be available to meet with additional HOA representatives if requested.
3. Zoning amendment will go to Town Council for approval.

Lot Split:

- Lot split will create a separate two-acre parcel for the development of the NWWC.
- Application was submitted listing MLF/SMCHD as the applicant. The application is being processed by DSES/ Triad Engineering.
- Mammoth Lakes Town Staff is reviewing application and may ask for additional documentation.
- Ruth Traxler estimates approximately three weeks for staff comments on the lot split.