

CRAFTON HILLS COLLEGE FOUNDATION  
Minutes of the REGULAR MEETING  
of the  
BOARD of DIRECTORS

DATE: December 13, 2007

LOCATION: Crafton Center

PRESIDING: Donald J. Nydam, President

ATTENDANCE: Present: Marie Alonzo  
Daniel Bahner  
Win Carl  
Cheryl Cox  
Kimmi Grulke  
Charlie Ng  
David Raley  
Gene Wood  
Lynn Baldi  
Cheryl Bardowell  
Gordon Clopine  
Mick Gallagher  
Gloria Harrison  
Ray Quinto  
Claire Marie Teeters  
Betty Jo Wood  
Absent: Judi Battey  
Patrick Fite  
Donna Ferracone  
James Ramos  
Guests: Dr. Donald Averill, Chancellor; SBCCD  
Mr. Robert Temple, Vice Chancellor, SBCCD  
Ms. Neetu Bhagat; Soren McAdam Christenson, LLP

1, **Call to Order**

The meeting was called to order by President Nydam at 7:05 A.M.

2. **Opening Comments** – D Nydam

Pres. Nydam introduced new board members and guests.

3. **Our Vision** – G Harrison

Ms. Harrison introduced SBCCD Chancellor, Don Averill, who stated that he had a “political request”, and explained that the District has approved a new bond issue, Measure M. He stated that SBCCD anticipates 11,000 students by 2025, and the resulting necessity of building to meet that growth. He asked for the support of the CHC Foundation to pass the Measure on February 5.

Vice Chancellor, Robert Temple, added his encouragement, stating that there is an estimate of 42% absentee votes in the upcoming election, and that SBCCD will qualify for approximately \$170,000,000 of the \$500,000,000 the bond will raise. The Bond required 37, 500 votes to pass.

Mr. Raley stated that the voter turn-out seems low. Mr. Temple responded that the estimate is that 40% of those eligible to vote will do so.

Mr. Clopine inquired as to when we will see a project list. Mr. Temple stated that he would provide one to Ms. Harrison, who would see that it is e-mailed to the Board.

Dr. Averill stated that 64% of the Bond funds will be spent on CHC, since the growth is here and the square footage is here.

Mr. Carl stated that this is the most important issue the Foundation has at present to get involved in, and suggested the need for phone banks and money.

Pres. Nydam stated that the CHC Foundation executive committee has recommended a \$3,000 donation from the Foundation in support of the effort .

Mr. Quinto stated that one-third of Calimesa is within the SBCC District,, and suggested that someone visit the Calimesa City Council. Dr. Averill stated that he would do so, and that he would visit the Redlands City Council meeting, as well. Mr. Gallagher offered to arrange that visit.

Mr. Temple stated that it would be important to get endorsements and walk the precinct with door hangers. He invited Mr. Carl to join the campaign committee.

Ms. Teeters offered to write editorials for Highland and Yucaipa newspapers.

Chancellor Averill handed out "Support Measure M" cards.

Pres. Nydam urged, "We've got to get our fair share. This is where the growth is."

Ms. Harrison stated that, as a result of a one-year process, the educational master plan for CHC has been framed. Our Vision is to be the premiere College in public safety, health, and transfers. As of July 1, our respiratory program will be condensed from two years to 18 months, so we can process more students. Grants of 5K and 10K have been received to provide for rotation of respiratory care students to Eisenhower Medical Center. There is a huge move to go from two semesters to 18 months. The faculty will move from 10- to 12-month contracts. Proprietary schools are competing with community colleges, and students want to get their certificates or degrees as quickly as possible, and get to work. She added that our next buildings will be in the science area. CHC's laboratories are small, and the possibility of portable labs is being explored. Our biology, microbiology, chemistry and physiology classes fill quickly. Future Loma Linda students are looking to fill their prerequisites at CHC. She stated that the Board will call on people to make presentations to service clubs in the area to present our Vision – what's going on; what it means to them – for example, the swimming complex, library, tech center, smart art gallery, multi-service room with kitchen, etc., so the public can stage art shows and recitals on our campus. They will be interest in knowing that we are trying to preserve some or all of the golf course, or provide an alternate venue. She re-iterated that she would love to be invited to present to service clubs, targeting early Spring dates.

Pres. Nydam said, "We're looking toward 2008. Each of us must 'Step up to the plate.' We must 1) Tell the Story and 2) Support the Bond measure. We must stay ahead of the growth and the need."

**IT WAS MOVED** by Mr. Carl, seconded by Ms. Teeters, and unanimously carried to approve the \$3,000 donation to support the Bond issue and endorse the Bond issue, as recommended by the executive committee.

4. **Minutes of the meeting of September 20, 2007**

**IT WAS MOVED** by Col. Raley, seconded by Ms. Baldi, and unanimously carried to approve the minutes of the September 20, 2007, meeting as read.

5. **Financials**

(a) **Treasurer's Report** – W Carl

Mr. Carl stated that the Foundation's assets have increased over 20% in the last year.

(b) **CPA Audit** – Neetu Bhagat, Soren McAdam Christenson, LLC.

Ms. Bhagat presented the Foundation Audit Report for 2005-2006. She thanks Mr. Carl, Ms. Bardowell, and Ms. Cox, and stated that all went well. She stated that the "books are clean", and that revenue has increased, which "is the main thing." She provided definitions of the following terms:

*Permanently Restricted Funds* - The Foundation can only use the interest.

*Temporarily Restricted Funds* – Must be used in a given time frame.

*Unrestricted Funds* – Represent all other monies, but the Board may choose to move the funds to a restricted area.

Mr. Nydam stated that the executive committee has approved revised bookkeeping practices, as recommended by the audit, to provide better checks and balances of moneys received and expended.

Ms. Bardowell informed the Board that the audit was paid for "thanks to the Title V grant."

(c) **Gifts to the College** – *See Enclosed Report*

(d) **Balance Sheet Previous year Comparison\***

(e) **Financial Recap\***

*\*See attached copies of the Balance Sheet and Financial Recap*

6. **Plans for 2008** – C Bardowell

Ms. Bardowell distributed copies of the 2007-2008 calendar of the office of Resource Development. She stated that the first alumni newsletter was in production, with a target mail date in January. She informed the Board of the Planned Giving appeal, which mailed in November.

**Board Development** –

Ms. Bardowell reminded that there will be further Board training, and distributed copies of the Capital Venture consulting work.

7. **The Board** – D Nydam

(a) Our Commitment – Pres. Nydam distributed end-of-year giving envelopes, and urged Board members to save gift cards they may have, or receive as Christmas gifts, to be presented as “opportunity drawing” items at the Gala in April.

(b) Our Involvement – Board members were asked to complete a brief survey of their affiliations in local service clubs, organizations, etc., so that we can effectively plan our speakers’ bureau and become better informed in regard to our presence within these local entities.

Board members were presented with binders filled with resource materials.

8. **Other**

Mr. Raley expressed his concern in re: the rising cost of textbooks, and said that he would like to increase our “Emergency Textbook Fund.” He is hoping it will be a part of our Gala auction again next Spring.

Mr. Bahner informed the Board that 46% of Measure P funds will come to CHC. He stated the SBVC received the first of the Measure P funding due to its need to address seismic problems.

Ms. Alonzo made one final appeal in re: the need for all Board members to support and promote the importance of Measure M in every way possible.

9. **Adjournment**

The meeting was adjourned by Pres. Nydam at 8:30 A.M.

The next meeting date is March 20, 2008 – Crafton Center – 7:00 A.M.