



**Minutes of the REGULAR Meeting  
of the  
BOARD of DIRECTORS  
Crafton Hills College Foundation**

**DATE:** March 18, 2010

**LOCATION:** Crafton Center

**PRESIDING:** Donald J. Nydam, President

**Present:** Marie Alonzo, Lynn Baldi, Cheryl Bardowell, Win Carl, Gordon Clopine, Cheryl Cox, Donna Ferracone, Drew Gagner, Kimmi Grulke, Gloria Harrison, Charlie Ng, Claire Marie Teeters, Bob Temple, Betty Jo Wood

**Absent:** Joanna Averett, Daniel Bahner, Judi Battey, Ray Quinto, David Raley, James Ramos, Gene Wood

**Guests:** Ericka Paddock, Dir of Student Life; Clare Hinkle, ASCHC Social Chair

1. **Call to Order & Opening Comments** – Don Nydam called the meeting to order at 7:00 A.M.

Don introduced Clare Hinkle and continued by saying that good things are happening, noting the February 6 workshop, the San Manuel grant, the upcoming Gala, “a fun time”, and said we have “good things, good people, and an outstanding board.”

2. **College Happenings** – Gloria Harrison reported that we are “extremely busy” at the present time, and that construction project are moving along. Some highlights of note are:

- The first of the “grand openings” will be of the Living Wall/PAC area, which now includes an outdoor performance area, equipped with seating and lighting. She said that its “labyrinth” style, including seating and shelves, lends well to “hanging out”, and that students are using the area for study and socializing.
- The Library will open in the Fall- with the movement of equipment and materials to take place during the Summer. Technology, including a training room fully equipped with computers, will all be on the first floor of the building. The remaining two floors will house the library. The building will include a 100-seat auditorium, a multi-purpose room with kitchen, and an art gallery with an adjacent outdoor patio.
- She stated that 52 people had taken advantage of the SERP, District-wide. These included eleven at CHC, 33 at SBVC and eight at the District.
- The Planning and Program Review processes are finishing up.
- The College District will be getting one lump sum from the State, and must determine its distribution. She said that management is both excited, yet apprehensive, about having to prioritize, especially in regard to manpower. The District can only fill about one-half the positions vacated by retirees. However, since it was estimated that 30 people would take the SERP, and 52 did so, there may be a

little more money available. There will be new positions, such as a swimming pool manager, which may be filled instead of replacing a current position.

- She noted that the Planning and Program Review committee is an extremely hard-working committee, and that they've been working "tons of hours at marathon meetings".
- The challenge is to match revenue sources with needs, and document thoroughly for accreditation. Gloria stated that a log of hard work...a lot of good work has been done, involving students, faculty, classified staff and management. There have been many open forums, in a diligent effort to give everyone an opportunity for input on issues such as the Educational Master Plan, Planning and Program Review.

Don commended Gloria for her leadership and communication, and further noted to the Board that a lot of pertinent information is given at the executive committee meetings, at which all board members are welcome.

### 3. Minutes of the Meeting of December 10, 2009

**It Was Moved** by Kimmi Grulke, Seconded by Gordon Clopine, and unanimously carried, to approve the minutes of the regular meeting of the Board on December 10, 2009.

### 4. Financials – Win Carl

- (a) Treasurer's Report – Win noted that the Foundation assets are above the \$1,000,000.00 mark.
- (b) Gifts to College – the Santos Manuel Grant for \$200,000.00 was noted.
- (c) Balance Sheet Previous Year Comparison – the report was presented with no discussion
- (d) Financial Recap

### 5. Directors' Workshop

- (a) *Mission Statement* – Don noted that a brief mission statement will be selected as part of the Strategic Plan, and Board members were reminded that they've been asked to submit six-word suggestions. He thanked all who had attended the February 6 workshop facilitated by Gail Anderson, and said that her report was in the finishing stages and due to be delivered soon.
- (b) *Strategic Plan* – Charlie Ng & Marie Alonzo, Co-Chairs

Charlie distributed a document he created outlining the seven phases of the Strategic Planning Process, along with his recommendations in certain areas.

**It Was Moved** by Win Carl, Seconded by Marie Alonzo and unanimously carried, to adopt the Strategic Plan as proposed by Charlie Ng. The Plan will be sent via e-mail to all Directors.

**Discussion:** Lynn asked how often a strategic plan is reviewed. Charlie stated that there is not a set time frame, but that it should be monitored regularly. He said the "canned" answer is annually – with a revision every three years.

Directors were asked who would be interested and willing to become members of the Strategic Planning Committee, to participate with Charlie and Marie in the process, or in certain phases of it. He reminded that it would be very time-consuming. Among those who so indicated were:

Lynn Baldi, Donna Ferracone, Drew Gagner, Kimmi Grulke, Gloria Harrison, Ericka Paddock and Bob Temple. Note: After receiving a copy of the Plan via e-mail, Daniel Bahner also indicated his interest.

**6. The Gala / Fun Time – Resource Development Report – Cheryl Bardowell**

- (a) \$100,000 Goal –
- (b) San Manuel Gift - \$25,000 of the Grant has been earmarked for Gala sponsorship
- (c) Gala Sponsorship Updates – Cheryl reported sponsorship pledges to date of \$67,500.00, which result in 20 reserved tables.
- (d) Board Involvement – Status

Don stated that the Board has a responsibility to support the Gala in the ways previously outlined, including table sponsorships, attendance, providing opportunity baskets or cash with which to purchase the materials to make one, or giving a gift card and/or joining the President's Circle.

**7. The Board – Don Nydam**

- (a) *Matrix / New Directors* – Don stated that we will not invite new Directors to the Board until the Strategic Planning Process identifies the “mix” required to provide a balanced Board.
- (b) *Stepping Down* – Directors who have been thanked for their service, and who have agreed to serve in an advisory capacity, if asked.  
Patrick Fite  
Mick Gallagher

**8. Upcoming Dates of Note**

- March 31      Joint Foundation Board Development Dinner
- April 5        Executive Committee Meeting
- April 17      Gala Dinner & Auction “*The Mardi Gras*”

**9. Other**

Clare Hinkle briefly reported as the social secretary of the ASCHC, noting the the Associated Students have been active not only on campus, but in the community. Gloria added that the students had been active participants in shared governance committees, and had been responsible to arrange substitutes, when necessary, to ensure representation. Gloria noted that she has not seen that kind of student participation in the past. It was noted that Clare, herself, was attending the Board meeting and the Gala meeting immediately following, even though the campus is closed for Spring Break.

Donna Ferracone spoke about the Fire Academy Golf Tournament April 3, and indicated that hole sponsorships were available for \$100.00 each. It was asked if the Board should vote to sponsor a hole in the name of the CHC Foundation. Cheryl Bardowell stated that she can do so, from her cultivation fund. Don Nydam also pledged to personally sponsor a hole.

Don Nydam closed by recapping that the Foundation's number one concerns are the costs of books, supplies and classes, noting the summer session will be comprised of only 50 sections this term.

**10. Adjournment** - Don Nydam adjourned the meeting at 8:05 A.M.

**Next Meeting Date:** ANNUAL MEETING – Thursday, June 17, 2010