

**MINUTES OF THE MEETING
OF THE
BOARD OF DIRECTORS REGULAR MEETING
CRAFTON HILLS COLLEGE FOUNDATION**

DATE: September 18, 2009

PLACE: Crafton Room

PRESIDING: Donald Nydam

ATTENDANCE:

Present: Marie Alonzo, Joanna Averett, Daniel Bahner, Lynn Bogh Baldi, Cheryl Bardowell, Judi Battey, Winston Carl, Gordon Clopine, Cheryl Cox, Donna Ferracone, Drew Gagner, Gloria Harrison, Don Nydam, David Raley, Claire Marie Teeters, Robert Temple

Absent: Patrick Fite, Mick Gallagher, Kimmi Grulke, Charlie Ng, Ray Quinto, James Ramos, Gene Wood

Guests: Ericka Paddock, Kaylee Hrisoulas, Jordan Faragher

1. Call to Order – Don Nydam

The meeting was called to order by President Don Nydam.

2. Opening Comments & Introductions – Don Nydam

- New Board Members Bob Temple and Drew Gagner were welcomed and introduced.
- CHC Student Trustee Kaylee Hrisoulas, Student Trustee and Jordan Faragher, CHC Student Senate Executive Vice President were introduced.
- President Nydam announced that the Foundation’s Executive Committee meets on the first Monday of each month and anyone who would like to attend is welcome.

3. Campus News – Gloria Harrison

- Budget - categorical programs (DSP&S, EOPS, Health Services, & Matriculation) have been hit hard. The remainder of this year looks ok for personnel costs, but 2010 is in question. CHC enrollment has increased, but the State is not paying for growth.
- Construction - The new parking lot is now open. Construction of the Living Wall has eliminated isolation in the quad area. The new Technology Center will include a “Kinko” type printing center, a 100-seat auditorium, a multipurpose room and art gallery. All projects should be completed by late Spring 2010. We need to get the message out that these projects are funded by Bond money and the funds cannot be used for anything else.

- Report on Emergency Textbook Loan Fund:

Ms. Harrison reported on the number of books loan given as follows:

- Fall 2005 – 1
- Fall 2006 – 2
- Fall 2007 – 7
- Fall 2008 – 22
- Fall 2009 – 43

Last year it was decided to fund a maximum of \$350 for books.

4. **Minutes of the Meeting**

It Was Moved by Ms. Ferracone, seconded by Claire Marie Teeters, and unanimously carried, to approve the minutes of the June 18, 2009 Annual Meeting.

5. **Treasurer's Report - Win Carl**

- (a) Gifts to the College
- (b) Balance Sheet Previous Year Comparison
- (c) Financial Recap

Mr. Carl presented the reports listed above.

- Title V Endowment Directive was reviewed. It was noted that funds in Title V endowments can't be spent for 20 years. We may, however, spend up to 50 percent of what the fund earns.

CHC funds are invested in CDs and Money Market accounts and while many Foundations lost 7%-25% of their investments, the CHC Foundation gained.

6. **Resource Development Report - Cheryl Bardowell**

- (a) Osher Grant

Ms. Bardowell reported that the first Osher scholarship check was received August 17 for \$2,500.

- (b) Naming of Facilities

Ms. Bardowell asked for support of the *Naming of Facilities Policy* which was distributed.

It Was Moved by Marie Alonzo, Seconded by Joanna Averett, and unanimously carried to approve the *Naming of Facilities Policy/Crafton Hills College*.

- (c) Save the Date

The Annual Gala Dinner and Auction will be held on April 17th at the San Bernardino Hilton. Ms. Bardowell reported that the Hilton suggested adding \$10.00 to each meal and hold an open bar during the first hour of the Gala. Some Foundation members opposed the idea. It was mentioned to increase the ticket price to \$75.00 regardless.

7. The Board – Don Nydam

- Gail Anderson of Gail Anderson & Associates will facilitate the Directors' Workshop on February 6, 2010. The workshop will be funded as part of Board development through the Title V Co-Op Grant.
- The Foundation's goal this year is to raise \$250,000 of unrestricted funds.
- Pres. Nydam reported that the Foundation's Executive Committee is recommending the following motion to the board.

The board approve the concept that each Board member will each year bring \$500 into the Foundation. The total amount can be a contribution of personal giving or personally bringing in dollars.

It Was Moved by Ms. Baldi, seconded by Ms. Alonzo, and unanimously carried, to approve the motion as stated above.

8 Other

- **Textbook Fund**
Col. Raley stated that the Foundation's Executive Board received a briefing on the SBVC Rental Program. In order to help more students on limited funds two recommendations are being submitted:
 1. The foundation should make an agreement with the bookstore to establish an enterprise based rental fund for several high enrollment classes similar to the SBVC program.
 2. The foundation should establish a Textbook Support office to assist students with short-term financial needs with interest free loans, and students with long-term financial needs with a grant.

Col. Raley suggested an initial investment of \$17,500 for the Textbook Support office. The development of a Business Plan would also be necessary.

A committee of faculty, students, bookstore staff, and foundation members will be formed to discuss the above recommendations. David Raley, Kimi Grulke, Charlie Ng, Ericka Paddock, and Ray Quinto will serve on the committee.

- Bond Oversight Committee

It was agreed that Ms. Battey would serve on the Citizen's Bond Oversight Committee.

9. **Adjournment**

The committee adjourned at 8:15 a.m.

Next Regular Meeting Date: December 10, 2009, 7: 00 A.M., Crafton Center.