

Crafton Hills College Foundation Board of Directors
Regular Meeting Minutes
December 5, 2013

Directors Present: David Raley, Don Nydam, Cheryl Marshall, Mike Strong, Gloria Macías Harrison, Donna Ferracone, Denise Allen, Sam Irwin, William Lindsey, Tommi Ng, Lillian Vasquez and Betty Jo Wood.

Absent: Joanna Averett, Lynn Bogh Baldi, Gordon Clopine, Cheryl Cox, Bill Nassar, Patrick Dorsey, James Ramos, Michelle Tinoco, and Robert Temple.

Staff Present: Karen Childers, Michelle Riggs, and Cyndi Gundersen.

Guests: Ben Voelker, Robert Panetti

1. Call to Order and Opening Comments – President David Raley called the meeting to order at 3:15 p.m. Self introductions were made.

2. College Happenings – Cheryl Marshall

Dr. Marshall reported that CHC has grown 6.5% and enrollment is strong. CHC has added some late start classes and is up 130 FTES from last year.

CHC has an Arabic grant and is working to raise matching funds. There was an event on November 18, 2013 to increase public awareness and ask for matching funds.

CHC will be planning a 10-year anniversary for the pool next summer. Karen may discuss more information in her report to the board.

CHC is working with pathway alignment with K-12 for AB86 requirements and also working with adult education programs. CHC would like to strengthen the pathways so adult education students may continue on at CHC. CHC will continue to work on transfer degrees so students can transfer.

Construction for CHC is ramping up. The PE annex should be completed in June. The old CTE center has been demoed. There are currently 4

construction projects going on at once. CHC is currently working with the city of Yucaipa to have alternative parking for students.

3. Approval of Minutes of September 19, 2013 – All

Don Nydam made a motion to approve the minutes of September 19, 2013, as presented; the motion was seconded by Sam Irwin and passed unanimously.

4. Financial Report – Mike Strong

Mike Strong explained the budget for the foundation as of December 4, 2013. Currently the budget shows short on contributions because the Gala will be held in the spring.

Mike had members review the draft of the Use of Unrestricted Funds policy for the Foundation.

Gloria Harrison emphasized that the reason there is a President's Circle discretionary is to use for purchases of last minute projects that may need to be done. The President needs the flexibility to use this money. It also may be used for mini grants. The original donors started the fund with that intent. She also noted that there can be a report on the mini grants used with the funds.

The current amount in President's Circle is \$78,103.

Mike Strong stated that the president may use these funds to address an area of identified needs for Crafton Hills College.

Directors requested substituting the word "greatest" need with "identified" need. With that change, it was moved by Denise Allen to approve the Use of Unrestricted Funds for the Foundation; the motion was seconded by Gloria Harrison and passed unanimously.

5. Guest Presentation – Ben Voelker and Robert Panetti

Ben Voelker introduced himself and Robert Panetti. Ben is a representative of Merrill Lynch and Robert is a representative of Blackrock. The Foundation has been investing money with Merrill Lynch and its subcontractor, Blackrock.

Robert Panetti explained the reports that were passed out to members. Of the money that was invested by the Foundation \$117,984 was used for equipment and another CD in the amount of \$87,399 was added to the account. In total the account made \$10,438. The value as of Oct. 31, 2013 was \$586,342.

6. Resource Development – Karen Childers

Karen Childers informed members about possibly having some board training. Included in their holiday gifts is a book she would like members to read prior to the training. Currently the dates being looked at for training would be February 5th or March 12th. She will be sending out a survey to see when the majority of members would like to attend.

Gloria Harrison informed members she attended a conference recently where she attended training led by Francisco Rodriguez, Superintendent of MiraCosta College. The training teaches foundations to have a different mindset of the Foundation and the Resource Development office. She would like to invite Dr. Rodriguez to come speak to the Foundation. She would also like to include San Bernardino Valley College Foundation and the SBCCD Trustees and Chancellor.

David Raley stated that the members will read the book prior to the board training.

Karen Childers discussed the board members being part of committees. Members discussed ideas about getting more participation from board members on different committees.

Karen Childers introduced Cyndi Gundersen as the new part-time Account Clerk II for Resource Development. Resource Development has also hired a new Administrative Secretary, Nicole Rodriguez. One of the requirements from the auditors was to have a separate person handle the cash for the Foundation.

Karen updated members on the Krasovec estate. The house went for \$725,000 and will be split between three agencies. The car sold for \$200. The last of the equities was \$958 that was received in November 2013. The money from the house sale should come in April 2014. The total including the sale of the house will bring Krasovec account to around \$800,000 or \$900,000.

Michelle Riggs informed members of the 10-year anniversary of the Olympic try outs in the Aquatics Center pool. The Foundation is working with the City of Yucaipa and the swim team to put a celebratory event together for July 2014. There will be naming opportunities available. She asked members to let her know of any person who may be interested, please give her their name. The money received from this event will be set aside for sports and PE at Crafton Hills College.

Michelle stated that the Presidential inauguration was very well attended and liked the alumni involvement. She also mentioned that Ken Bryson will be retiring after 35 years of service. The retirement dinner will be held on December 20th. She hopes to have some alumni present at this event also.

7. Foundation information and requests – David E. Raley

David Raley discussed the CCS report to SBVC Foundation.

David informed members that the Chancellor had requested \$2500 from the Foundation for the Inland Empire Scholarship Fund. This was done last year as a one-time occurrence. Members had a discussion about the donation. Gloria Harrison moved to deny the request to donate \$2500 to the Inland Empire Scholarship Fund; this was seconded by Denise Allen. The motion carried with all in favor and one abstention from Cheryl Marshall.

Michelle Riggs reminded members to check the list for their name for name tags that will be ordered from the Foundation.

The meeting was adjourned at 4:56 p.m.

The next meeting will be: Thursday, March 20, 2014, at 3:00 p.m. in the Learning Resource Center, Room 226.