



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

DATE: December 10, 2009
LOCATION: Crafton Center
PRESIDING: Donald J. Nydam, President

Present: Marie Alonzo, Joanna Averett, Daniel Bahner, Cheryl Bardowell, Win Carl, Gordon Clopine, Cheryl Cox, Donna Ferracone, Kimmi Grulke, Gloria Harrison, Charlie Ng, David Raley, Claire Marie Teeters, Betty Jo Wood

Absent: Lynn Baldi, Judi Battey, Patrick Fite, Drew Gagner, Mick Gallagher, Ray Quinto, James Ramos, Bob Temple, Gene Wood

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

Don congratulated David Raley on his election to the water district. He announced that Donna Ferracone is running for the San Bernardino Community College board of trustees. He stated that we are glad to have on the foundation board directors who are involved in the community and District. He reminded once again that the Foundation's primary function is to support Gloria and the CHC faculty and students. He said that, as he looks at all the construction, and the jobs it is creating, and realizes the construction has a positive effect on local economy...but that it also presents a "PR" issue for the College, since many are not aware that the funding came from a Measure voted on before the present downturn. He announced to the Board that the Foundation has an "ask" on the table of \$311,000.00 from the San Manuel Band of Mission Indians.

3. **Our Vision** – Gloria Harrison

Among Gloria's highlights were the following:

- She tours the campus about once a month, and is very excited to see the new elements taking shape. Campus tours will be arranged for anyone who is interested.
- The Library/Resource Center will be an "iconic building" in the region. It will feature
 - the centralization of the IT Department operations
 - a state-of-the-art library, approximately twice the size of the present facility.
 - a "Kinko-type" copy center for staff and students.
 - a tutorial center.
 - an art gallery with adjacent patio for receptions.
 - a 100-seat auditorium/lecture hall.
 - a multi-purpose room with kitchen
- The aquatics center is moving along. The pool has been set. The Locker/Shower/office building adjacent to it is progressing. Solar panels will heat the pool and the building. She

noted that the College has enjoyed extremely good communication with Kitchell and Tilden-Coil throughout, including regarding modifications implemented as work progresses.

- The “Living Wall” has benches, and planters that will be filled with drought-resistant plants.
- The Finkelstein Performing Arts Center will be enhanced by a terraced area that will serve as an outdoor performance area, with additional seating.
- The PAC area has been incorporated into the campus by opening up the area, and more students are utilizing the area than did previously.

She closed by stating that general goals include lowering maintenance, utility and water usage costs.

In regard to the budget, Gloria stated that the situation is “not good.” The State is paying for less FTE (full-time enrollment) students. 166 classes have been cut. Positions have been re-assigned to try to cover vacant spots. She noted the loss of Patrick Fite, former Director of Marketing, as a very visible loss. She expressed her gratitude that the team which is in place is supportive in helping her to make the hard decisions.

She reiterated her great appreciation to the Foundation for underwriting the cost of a number of events that would not have taken place were it not for the Foundation’s financial support.

Further updates were in regard to the Library, which will be completed for occupancy by Fall 2010, and the Community Recreation Facility (swimming pool complex). In regard to the CRF, a Memorandum of Understanding (MOU) is due to be approved at the District Board of Trustees meeting that evening (Dec. 10). The City of Yucaipa has already approved the MOU, which describes the relationship between the two entities in regard to cooperative use and responsibility.

Don urged each Director to consider one or two people who could take a tour of the campus and then, perhaps, have lunch afterward.

Claire Marie Teeters expressed her appreciation and gratitude to Gloria and to Dean June Yamamoto and her staff for the success of the Native American Day “Wa-at” event on campus.

Don asked the Directors to review the important dates for 2010, which were included in their agenda packages, particularly citing the Directors’ Workshop on Feb. 6.

4. Minutes of the Meeting of September 17, 2009

It Was Moved by Win Carl, Seconded by Marie Alonzo, and unanimously carried, to approve the minutes of the regular meeting of the Board on September 17, 2009, as amended on P.3, Sec. 6, to strike the phrase “of unrestricted funds” after the Foundation’s goal of raising \$250,000.00 this year.

5. Projects & Dollars -

(a) Books - David Raley reported that he receives lots of information about book programs by e-mail, and offered to forward the information to other Directors. Kimmi Grulke asked to be included in that group. David stated that colleges are struggling to stay alive and are being asked to become involved in textbook changes. Initially, David wanted to use a minimal workload, but as we put more

money into it, we'll need to more firmly "encourage" the return of either the books or the money. He stated some needs to be:

- People to administer the selected program, and that perhaps the manpower could come from the work study program.
- We'll need to move from book purchase to book rental, but books must be returned.
- Some community colleges are using bookstores to serve as agents for book rental companies.

He stated that Gloriann Chavez has been very helpful and cooperative throughout the process. In his opinion, one of the most encouraging concepts is that of "Open Source" textbooks, wherein:

- A professor writes his/her own textbook – then puts it on-line so others can utilize and/or modify it.
- Students can read or download it.
- The concept can be offered to faculty members, with an honorarium as an incentive.

David continued by saying that we must ensure that the number of books on reserve in the library is adequate for the courses offered and that, perhaps, the lending period should be extended.

He closed by stating the Cabrillo College had applied for and received a federal grant to support its book loan program.

Additional discussion:

- Charlie Ng informed of a web site called FlatWorldKnowledge.com that offers free access to students of books by participating authors. They may view for free, but must pay to print. He added, "If that business model takes off, it will offer 'serious relief'."
- Kimmi Grulke asked if the College could put a hold on students' accounts until the books are returned. The answer is "Yes, that practice is observed."
- Donna Ferracone said, "Part of the problem is that professors give a list of four required text, but only use one. Additionally, we need to conform to one textbook for each department, as opposed to each professor offering a unique one."
- Win Carl suggested addressing the problem as part of the agenda for in-service day Jan. 8.
- Don Nydam noted that we must hold faculty to using texts for three years.
- David Raley added that the plans need an advocate on the faculty.

It was Moved by Gordon Clopine, seconded by Claire Marie Teeters, and unanimously carried, to empower the executive committee to move in regard to the research and implementation of book options.

(b) Science Department Supplies - Request for \$ 32,500.00 (*a copy was provided*)

It was Moved by Marie Alonzo, Seconded by Gordon Clopine, and unanimously carried, to approve the science department's request for funds. Cheryl Bardowell suggested that one-half of the VIP sponsorships go toward the Science Department Infusion Fund. The Board agreed.

6. Financials – Win Carl

- (a) Treasurer's Report – Win noted that the Foundation assets are above the \$750,000 mark.
- (b) Gifts to College – the report was presented with no discussion
- (c) Balance Sheet Previous Year Comparison – the report was presented with no discussion
- (d) Financial Recap – Win Carl noted that the figure was up +/- 30% over last year.

Discussion: David Raley suggested that, at the quarterly meetings, the Board of Directors should have a written report of budget expenditures to date. It was decided that the Executive Committee would address that suggestion and report to the Board.

7. Development Report – Cheryl Bardowell

- (a) Benefactor Award – The video produced for the benefactor award presented to San Manuel Band of Mission Indians was shown to the Board. Cheryl pronounced the banquet an inspiring event.
- (b) Heritage Society Tea – The tea on Dec. 3, in honor of Foundation supporters, was attended by a number of supporters, and the alumna speaker was well received.
- (c) The President's Jewelry Sale has netted \$700 to date, with two outstanding pledges yet to be fulfilled.
- (d) The Annual Giving Mailer, prepared and underwritten by David Raley for the second year, is bringing responses. Cheryl thanked David for his generosity of time and funding.

8. The Board – Don Nydam

Don reminded the Board of the Directors' Workshop, to be conducted on Saturday, February 6, by Gail Anderson and hosted in the Nydam home. A detailed letter will be sent to all Directors.

9. Other - There was no other discussion.

Adjournment (Don Nydam)

Next Meeting Date: March 18, 2010