

CHC Foundation Executive Committee Meeting Notes

Tuesday, April 9, 2019
7:30 a.m.
Law Office of William Nassar

Attendees:

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| <input checked="" type="checkbox"/> Bill Nassar – Pres. | <input checked="" type="checkbox"/> David Raley |
| <input checked="" type="checkbox"/> Sam Irwin – VP | <input checked="" type="checkbox"/> Michelle Riggs |
| <input checked="" type="checkbox"/> Kevin Horan – Sec. | <input checked="" type="checkbox"/> Carrie Audet - Note Taker |
| <input checked="" type="checkbox"/> Michael Strong – CFO | |

TOPIC	DISCUSSION	FURTHER ACTION
Call to Order	<ul style="list-style-type: none"> Welcome, Bill Nassar 	
Old Business	<ul style="list-style-type: none"> Meeting called to order at 7:34am by Bill Nassar Approval of Minutes from 3/12/19 – Motioned by Sam, 2nd by David, unanimously approved. 	
Continuing Business	<p>MOU with the District</p> <ul style="list-style-type: none"> No updates Position consistency (R.D. Directors) may not be updated yet – updated draft has not been shared. <p>New Foundation Directors Recruitment Update - Michelle to follow up:</p> <ul style="list-style-type: none"> Toni Momberger – MR to contact now, interested in starting in June Jeff Daines – MR to follow up (works for Borton Petrini) Luke Wooley – MR to follow up (works for County Council) David Lopez – Bill recommends Michelle set up initial meeting and include Kevin re: Allied Health at Loma Linda University. David is interested in getting involved with Crafton (per Bill). David suggested looking through Alumni list of names to see if any are familiar from the community, with focus on 1974-1980 graduates who are still in the area. <p>Gala Update</p> <ul style="list-style-type: none"> David R. mentioned concern with gala bid numbers for others to use if not secured. He left his on the table and realized the potential liability. Next year: Saturday, April 18, 2020 – to avoid spring break holidays and hope for better weather. We could have sold 2-3 more tables. Try to get a student at each table, David enjoyed speaking with Eli at this year's gala. 	<p>Bill to respond to Valley Foundation with MOU update.</p> <p>MR to talk to David Avila about interest in joining the Board.</p> <p>Bill to ask Jose Marquez for names to refer as Directors.</p>
New Business	<p>Resignation of Foundation Director, Peter King</p> <ul style="list-style-type: none"> Peter resigned due to relocation. Gave a few names to Michelle of others who may be interested in becoming Directors. <p>Foundation Board Meetings – not engaging, how to improve?</p> <ul style="list-style-type: none"> Update elevator speech 	<p>MR will also follow up with Carol Larsen (from the Chamber).</p>

	<ul style="list-style-type: none"> • Stress how scholarship program is still needed • David suggested more outreach to Directors • Bill asked for a “cheat sheet” ex: who to call and for what? • Add Director Bios to binders to help know one another • Study numbers from gala: who are the big donors? Who are new donors? • Need to find a way to let the Board know they make a difference. • More student stories at Board meetings <p>June Board Meeting – What to do/include?</p> <ul style="list-style-type: none"> • Board members to introduce and talk about themselves, why a part of the Foundation, etc. • Include a social component, have Directors call other Directors to remind about meetings • Sam suggested including bio sheets of everyone who in on the board in the binders. When a new member joins, distribute new bios for Directors to add to binders. • Kevin suggested providing update/info about Free College Promise Program, the legislative issues in Sacramento, upcoming bond plan, etc. • Stress the importance of the needs to continue supporting the scholarship program – other expenses that are not covered for everyone – especially re-entry students. • SB County has the lowest college-going rate, so purpose of College Promise is to improve the local economy so that everyone benefits. • Clarify that the College Promise Program is only for 2019 high school graduates, so re-entry/continuing/other students are not eligible. • Foundation should be focusing on those NOT a part of College Promise, but that still need help/support to complete their education, such as re-entry, etc. • Kevin suggested Educational Planning Update – new CTE programs such as Digital Media, etc. Focus on programs that earn a living wage. 	<p>Create Director bios for binder/website</p> <p>Carrie to get Director Binder to Kevin.</p> <p>Next Board meeting, promote Directors as Ambassadors of college and provide information to share with the community.</p> <p>Update the Elevator Speech</p> <p>MR to schedule review of Foundation's Strategic Plan.</p>
Reports	<p>Budget Update (Mike)</p> <ul style="list-style-type: none"> • Budget Report as of 2/28/19 – Gala not reflected. • Total YTD revenue – approx. \$428,000.00 (if include gala income, will bring to \$528,000, 95% of projected revenue). • Total YTD expenses – approx. \$293,000.00 If include gala expenses, will be \$319,000, which would be 59% of projected expenses - (\$70k for ISEEK, will write off more artwork, spring scholarships to be awarded, upcoming student recognition activities). <p>College Update (Kevin)</p> <ul style="list-style-type: none"> • <u>Promise Program Update</u> – originally hoping for 1000 intent forms, but Crafton has already received 650+, which is double the anticipated amount, but expect to see numbers go down because other forms such as FAFSA need to be completed. 	<p>MR to set up Investment Committee meeting the first week of May with Merrill Lynch.</p> <p>Sam would like pdfs to review scholarship application (Rotary).</p>

	<p>Resource Development Update (Michelle)</p> <ul style="list-style-type: none"> • Fire Academy Golf Tournament – not filling all foursomes, need help recruiting golfers, only approx. 1/3 of the way filled. • IE United Way Grant due on 4/19/19 for Emergency Grant Funds. • Scholarships being reviewed, but can always use more reviewers. • Scholars Convocation on 5/17/19. • Bill may not be available to help, Sam not available to help. • Donor Mixer – donors from Clopine scholarship to attend along with Daniel Bahner donors. • Retiree Brunch – Sam, Kevin, Mike – can all attend on 5/31/19. • Friends Luncheon and Donor/Scholar Reception are great opportunities to help share stories. 	
Adjourn	Meeting adjourned at 8:38am	
Next Meeting	Tuesday, May 14 th , 2019, 7:30am, Bill Nassar's office in Redlands.	