

**CHC Foundation Executive
Committee
Meeting Notes**

**Tuesday, Nov. 12, 2019
7:30 a.m.
Law Office of William Nassar**

Attendees:

- | | |
|--|---|
| <input 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 type="checkbox"/> Michael Strong – CFO | |

TOPIC	DISCUSSION	FURTHER ACTION
Call to Order	Meeting called to order at 7:50am by Sam Irwin	
Old Business	<ul style="list-style-type: none"> Approval of Minutes from 10/8/19 – Motioned by David 2nd by Kevin, unanimously approved. <p>Friends Luncheon Discussion</p> <ul style="list-style-type: none"> Friends Luncheon was a great event – it is important to continue this event, there was a good turnout of guests and Derrick was a good alumni speaker. Attendance was higher than last year. President Circle commitments from Jeff Litle, David Fricke, and Chris Marin. <p>Michelle sent David Avila an invitation to join the Foundation Board.</p>	MR to follow up with those interested to join Pres. Circle.
Continuing Business	<p>Account Clerk Vacancy Update</p> <ul style="list-style-type: none"> Mike Strong and Christine Beamer are working on getting the books updated. 	
New Business	<p>Full Board Meeting - December</p> <ul style="list-style-type: none"> December location discussion – location was not decided at the last board meeting; Bill offered to host it at a restaurant in Oak Tree Village; Michelle to see if Elijah can present as a student update. Elaine Rosen to be added to consent agenda for \$5000 calculator project. Michelle expressed concern that this needs to be a working meeting with the Development Committee to continue the momentum they have been developing. <p>Development Committee Update</p> <ul style="list-style-type: none"> Committee has been working on segmenting data and best ways to market towards that group. Peer Review scheduled for Dec. 10th to help the Board better learn about prospective donors in our community. Kevin suggested combining the Dec. Board meeting with the Dev. Comm. Meeting. 	<p>Michelle to add Elaine to consent agenda.</p> <p>Michelle to talk to Bill and secure a location for Dec. meeting.</p> <p>Michelle to combine meetings and schedule for Dec. 10th.</p>
College Report, Kevin Horan	<p>Campus Tour</p> <ul style="list-style-type: none"> Assemblyman Jose Medina to tour Crafton today. <p>New Vice President, Dr. Delmy Montenegro-Spencer</p> <ul style="list-style-type: none"> Dr. Montenegro has been selected as Crafton’s new Vice President of Student Services and will begin in January. 	

	<p>New Dean (LAM), Kay Weiss</p> <ul style="list-style-type: none"> • Kay Weiss has been selected as Crafton's new Dean of Language, Arts, and Mathematics and will begin in January. 	
Resource Development Report, Michelle Riggs	<p>San Manuel Grant Update</p> <ul style="list-style-type: none"> • Application has been submitted for \$300k • San Manuel requested that none of the funds be used for Promise Program funding, so Michelle resubmitted with request for student support and ISEEK student worker funding. <p>Audit</p> <ul style="list-style-type: none"> • Ray Ashworth has started pulling reports and requesting information to begin the audit. <p>Family Services Association Food Drive</p> <ul style="list-style-type: none"> • Will be this weekend (11/16/19) • We have about 35 students/volunteers signed up so far • Group photo scheduled for 11:30am <p>Garner Holt President's Circle Tour – 11/18/19</p> <ul style="list-style-type: none"> • Time will be from 6pm- 8pm <p>Gala</p> <ul style="list-style-type: none"> • Still looking for sponsors and auction items. Please contact Foundation office if you have any or know anyone who would like to help. 	Michelle will send out volunteer form to the Board if anyone would like to help.
Adjourn	Meeting adjourned at 8:33am	
Next Meeting	Tuesday, January 14 th , 2020, 7:45am, Bill Nassar's office	