

# 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"> <li>Approval of Minutes from 10/8/19 – Motioned by David 2<sup>nd</sup> by Kevin, unanimously approved.</li> </ul> <p>Friends Luncheon Discussion</p> <ul style="list-style-type: none"> <li>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.</li> <li>Attendance was higher than last year.</li> <li>President Circle commitments from Jeff Little, David Fricke, and Chris Marin.</li> </ul> <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"> <li>Mike Strong and Christine Beamer are working on getting the books updated.</li> </ul>	
New Business	<p>Full Board Meeting - December</p> <ul style="list-style-type: none"> <li>December location discussion – location was not decided at the last board meeting; Bill offered to host it at a restaurant in Oak Tree Village;</li> <li>Michelle to see if Elijah can present as a student update.</li> <li>Elaine Rosen to be added to consent agenda for \$5000 calculator project.</li> <li>Michelle expressed concern that this needs to be a working meeting with the Development Committee to continue the momentum they have been developing.</li> </ul> <p>Development Committee Update</p> <ul style="list-style-type: none"> <li>Committee has been working on segmenting data and best ways to market towards that group.</li> <li>Peer Review scheduled for Dec. 10th to help the Board better learn about prospective donors in our community.</li> <li>Kevin suggested combining the Dec. Board meeting with the Dev. Comm. Meeting.</li> </ul>	<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. 10<sup>th</sup>.</p>
College Report, Kevin Horan	<p>Campus Tour</p> <ul style="list-style-type: none"> <li>Assemblyman Jose Medina to tour Crafton today.</li> </ul> <p>New Vice President, Dr. Delmy Montenegro-Spencer</p> <ul style="list-style-type: none"> <li>Dr. Montenegro has been selected as Crafton's new Vice President of Student Services and will begin in January.</li> </ul>	

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