

CHC Foundation Executive Committee Meeting Agenda		Tuesday, February 15, 2022 8:00 AM Zoom
Attendees: <input type="checkbox"/> Phong Nguyen <input type="checkbox"/> Kevin Horan <input type="checkbox"/> Bill Nassar <input type="checkbox"/> Carrie Audet <input type="checkbox"/> Amy Minjares <input type="checkbox"/> Mike Strong <input type="checkbox"/> Michelle Riggs <input type="checkbox"/>		
TOPIC	DISCUSSION	FURTHER ACTION
Call to Order	Opening comments (Dr. Nguyen)	
Old Business	Approval of Exec committee meeting notes 12-14-21	
New Business	<p>A. Review 2021 Audit and 990s – Ray Ashworth to join us.</p> <p>B. Approve Contract with Valerie Vega with Good Steward Accounting Services to review chart of accounts and make recommendations, record adjusting entries, financial analysis, 2022 budget planning, other bookkeeping/accounting services.</p> <p>C. Investment Committee Recommendations: #1 - Move \$420,000 from checking to Merrill Lynch investment in 3 equal payments over 90 days. Investment committee to review possibility of moving an additional \$100,000 to the investment around the 1st of March 2022. <i>*The 1st payment of \$120,000 was approved unanimously via email on January 6, 2022 and is reflected in the notes.</i> #2 - When \$284,234 in funds are received from Student Senate (anticipated early 2022), move from checking to Merrill Lynch in 3 equal payments over 90 days.</p> <p>D. New Bank Proposals</p> <p>E. Review Full Board Agenda – Meeting March 3 at 4 PM – In Person –</p>	
Reports	Budget – Mike Crafton Hills College – Kevin Development – Michelle <ul style="list-style-type: none"> •End of Year Tax Letters went out last week of January •Development Update •Gala Update 	
Adjourn	Closing Comments – Dr. Nguyen	
Next Meeting	Tuesday, April 19, 2022 8:00am	