

**CHC Foundation Executive
Committee
Meeting Notes**

**Monday, June 12, 2023
3:00 p.m.
Zoom Conference Meeting**

Attendees:

- | | |
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| <input checked="" type="checkbox"/> Dr. Phong Nguyen – Pres. | <input type="checkbox"/> William Nassar – Past Pres. |
| <input checked="" type="checkbox"/> Amy Minjares – 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 | <input type="checkbox"/> |

TOPIC	DISCUSSION	FURTHER ACTION
Call to Order / Welcome	3:04pm – Welcome from Dr. Nguyen	
Old Business	<p>Approval of Minutes</p> <ul style="list-style-type: none"> Approval of Exec Minutes from 4-17-2023 <i>*Motedioned by Kevin Horan, seconded by Amy Minjares</i> 	
New Business	<p>Proposed Dates and Times of Executive Committee</p> <ul style="list-style-type: none"> Committee discussed new dates and times and decided on in-person meetings only – no more zoom. Executive meetings to be held on the 2nd Monday of each month from 8am – 9am on campus. New Vice Presidents to be included with Executive Committee meetings are: Wynona Duvall, David Avila, Barbi Smith, June Yamamoto and Leslie Wessels. <p>Future Board Meetings – Change to Dinners?</p> <ul style="list-style-type: none"> Committee discussed extending the time and including dinner for Full Board meetings and decided to schedule 2 longer meetings in Sept. and March from 4pm – 7pm (dinner provided) and 2 regular meetings in Dec. and June from 4pm – 5:30pm (snacks provided). <p>New Foundation Directors</p> <ul style="list-style-type: none"> Committee reviewed and discussed the application from Christopher Markarian and approved recommending for Full Board Agenda. Kevin would like to see a more formal process for vetting new Directors moving forward. One part of this would be to have the applicants meet with Michelle and Dr. Nguyen before bringing application to the Full Board. 	<p>Carrie to schedule 23/24 meetings and events and share calendar invites with Directors.</p> <p>Michelle and Dr. Nguyen to meet with Chris Markarian.</p>
Continuing Business	<p>Feasibility Study</p> <ul style="list-style-type: none"> Ron Huddleston will be on campus to provide feedback on the Feasibility Study and make recommendations for next steps and moving forward. The Executive Committee and new V.P.s will be invited to this meeting. <p>June Full Board Agenda</p>	<p>Michelle to invite attendees for Feasibility Study wrap up meeting.</p> <p>Michelle to update</p>

	<ul style="list-style-type: none"> • Kevin and Michelle to present Feasibility Study presentation to full board since not everyone has seen it yet. • Add Ron's recommendations to share with Full Board. • Use Ron's recommendations to start Strategic Planning at Sept. Full Board Retreat. 	<p>presentation slides.</p> <p>Add to full board agenda.</p>
Reports	<p>Kevin – Crafton Hills College</p> <ul style="list-style-type: none"> • Enrollment is up 24% from last summer • Fall enrollment is already higher than last year • Currently lots of outreach efforts to increase enrollment • PAC groundbreaking scheduled to start by the end of June • Summer term will offer FREE tuition/textbook rentals <p>Mike - Budget Update</p> <ul style="list-style-type: none"> • Currently we are under budget for expenses • Projected net income for 23-24 will be just over \$1 million dollars. 	
Upcoming Events	<ul style="list-style-type: none"> • Board Meeting 6/15/23 4:00 p.m. • Retiree Brunch 6/22/23 9:00 a.m. 	
Adjourn	<p>Dr. Nguyen provided closing remarks</p> <p>3:48pm – meeting adjourned</p>	
Next Meeting	Monday, July 10, 2023, 8:00 a.m., CCR-233	