

## CHC Foundation Executive Committee Meeting Notes

Monday, November 4, 2024 8:00 a.m. CCR-233

<input checked="" type="checkbox"/> Phong Nguyen	<input checked="" type="checkbox"/> Leslie Wessels	<input checked="" type="checkbox"/> Carrie Audet
<input type="checkbox"/> Amy Minjares	<input type="checkbox"/> June Yamamoto	<input checked="" type="checkbox"/> Michelle Riggs
<input type="checkbox"/> David Avila	<input type="checkbox"/> Kevin Horan	<input type="checkbox"/>
<input checked="" type="checkbox"/> Wynona Duvall	<input checked="" type="checkbox"/> Mike Strong	<input type="checkbox"/>
<input checked="" type="checkbox"/> Barbara Smith	<input type="checkbox"/> Bill Nassar	<input type="checkbox"/>

TOPIC	DISCUSSION	FURTHER ACTION
Call to Order	Dr. Nguyen called meeting to order at 8:00am.	
New Business	<p>Review Draft Audit FYE 6-30-24 with Eden Casareno, auditor from Eadie Payne</p> <ul style="list-style-type: none"> <li>A. Note 2023 numbers for comparison prepared by another firm.</li> <li>B. Audit Opinion: Unmodified (clean opinion)</li> <li>C. Financial Highlights – no control deficiencies to report, no unusual transactions, no significant difficulties encountered; no disagreements with management, all audit adjustments were agreed upon by management.</li> <li>D. <b><i>Motion to present audit to full board made by Barbi Smith and second by Wynona Duvall – motion approved unanimously.</i></b></li> </ul> <p>Review proposal from Dreamscape Event Productions</p> <ul style="list-style-type: none"> <li>E. Executive Committee reviewed contract no questions or concerns.</li> <li>F. <b><i>Motion to present Dreamscape contract to full board made by Leslie Wessels and second by Wynona Duvall – motion approved unanimously.</i></b></li> </ul>	
Old Business	<ul style="list-style-type: none"> <li>• <b><i>Motion to approve executive meeting notes from Oct. 7, 2024 made by Barbi Smith, second by Leslie Wessels. Motion passed unanimously.</i></b></li> </ul> <p>*Review Full Board Agenda for December</p> <ul style="list-style-type: none"> <li>• Add 990s if we have final draft by then</li> <li>• Student Highlight – Respiratory Program, select a student to speak with Directors</li> <li>• Social Hour Planning - Bring a gift for a fundraising game, wear holiday attire, and Phong, Wynona, June and Leslie will prepare a game for all.</li> </ul>	Michelle to invite Colin Northcutt to full board mtg.

	<ul style="list-style-type: none"> <li>• <b><i>Motion to add new Director application for Colin Northcutt to full board for voting made by Leslie Wessels and seconded by Wynona Duvall. Motion passed unanimously.</i></b></li> <li>• Finance Committee – introduce members at full Board.</li> </ul>	Add place for Mike to introduce the Finance Committee members.
Reports	<p><b>Crafton Hills College</b> – Michelle Riggs for Kevin Horan</p> <p>A. Review of upcoming events and activities.</p> <p>B. Enrollment is up 23% from Fall 2022</p> <p>C. Enrollment is up 11.5% from Fall 2023</p> <p><b>Finance</b> –Mike Strong</p> <p>A. <u>Budget Review</u> – Total Fiscal Year Revenue as of 9/30/24 is \$254,000. Expense highlights – scholarships at \$84,000 and specialized training at \$17,000.</p> <p>B. <u>Investments</u> are looking good. Total portfolio is at \$6,084,000 – earnings averaging 6.7% over the lifetime of the investment.</p> <p>C. <u>Balance Sheet</u>: \$127,000 currently in the checking account with total assets valued at \$8,141,000.</p>	
Upcoming Events	<p><b>Review of Dates on the Agenda (highlights here):</b></p> <p><b>11/5</b> 12:00 p.m. – Veterans Appreciation Week – Honoring Our Heroes with Chris Markarian</p> <p><b>11/5</b> 4:30 p.m. – STEM/MESA Open House</p> <p><b>11/7</b> 1:00 p.m. – Anthropology Open House</p> <p><b>11/20</b> 1 p.m. – Student Art Exhibit and Reception – Art Gallery (LRC)</p> <p><b>11/20</b> 4 p.m. – Naming Ceremony – Paul &amp; Joann Barich Terrace – PSAH 2<sup>nd</sup> Floor</p> <p><b>12/5</b> 4 p.m. – Full Board Meeting and Holiday Social – La Quinta Inn Yucaipa</p> <p><b>12/6</b> 8 p.m., <b>12/7</b> 8 p.m., <b>12/8</b> 2 p.m. – The Great Gatsby – Finkelstein Performing Arts Center</p> <p><b>12/7</b> 6 p.m. – Redlands Christmas Parade</p> <p><b>12/12</b> 6 p.m. – Fire Academy Graduation</p> <p><b>12/14</b> noon – Yucaipa Christmas Parade</p> <p><b>12/16</b> 5 p.m. – Respiratory Care Graduation</p> <p><b>12/19</b> 6 p.m. – EMT Graduation</p>	
Next Executive Meeting	Monday, Feb. 3, 8:00am, CCR-233	
Adjourn	Dr. Phong Nguyen adjourned meeting at 9:02am	