

CHC Foundation Executive Committee Meeting Notes

Monday, May 12, 2025 8:00 a.m. CCR-233

■ Phong Nguyen	■ Leslie Wessels	■ Carrie Audet
■ Amy Minjares	■ June Yamamoto	■ Michelle Riggs
■ David Avila	■ Kevin Horan	□
■ Wynona Duvall	■ Mike Strong	□
□ Barbara Smith	□ Bill Nassar	□

Notes		
Mission Statement: The Crafton Hills College Foundation is dedicated to cultivating meaningful relationships and raising funds that remove barriers, enhance opportunities, and empower students to strengthen our community.		
TOPIC	DISCUSSION	FURTHER ACTION
Call to Order	8:02am - Opening comments - Phong Nguyen	
New Business	<p>A. Approval of Exec meeting notes 4-7-25 <i>*Motion to approve the minutes made by Wynona Duvall and seconded by June Yamamoto.</i></p> <p>B. Recommendation from Finance Committee for Audit/990 FYE June 30, 2025.</p> <p>C. Recommendation from Finance Committee for Budget Adoption of FY 25/26 <i>*Motion to approve BOTH the Finance Committee's recommendation for (B) audit and (C) Budget made by Amy Minjares and seconded by June Yamamoto.</i></p> <p>D. Review Brent Hunter contract continuation for July 1, 2025 – June 30, 2026. <i>*Motion to approve continuation of Brent Hunter contract made by Kevin Horan and seconded by Wynona Duvall.</i></p> <p>E. Review Foundation Director application for Brandy Gomez for consideration at full board meeting. <i>*After discussion, the motion to recommend Brandy Gomez for consideration as a new board member failed by majority vote. The motion to decline consideration was made by Kevin Horan and seconded by Phong Nguyen</i></p> <p>Committee discussed the concerns with a new director who has not otherwise been involved with the College or Foundation previously. Committee recommends that the applicant first get involved in other ways (become a</p>	Michelle to notify applicant that application is not being presented to the Full Board at this time and include other ways to start getting involved with the Foundation

	<p>President’s Circle member, attend events, join a committee, etc.) before being considered for a Director position.</p> <p>Also, recommend to review the by-laws for future reference.</p>	before applying again.																																																																																										
Continuing Business	<p>A. Review Full Board Agenda / Retreat for June and Strategic Planning Activity</p> <ul style="list-style-type: none">3:45pm – headshots and group photoDiscussion on proclamation or gift for Bill Nassar – no confirmation on what to do. Ideas included candy dishes, photo collage, certificate of gratitude and pic of the board.Amy Minjares to be recommended for a promotion to President and Wynona Duvall recommended for position of 1st VP. Committee discussed other Directors and recommended asking Jamie Cortz to be a Vice President. Phong Nguyen will continue with Executive Committee but as Immediate Past President.25-26 Committee assignments TBD prior to full Bd.Breakout groups will be pre-determined. <p>B. Sponsor-A-Seat Update</p> <table><tr><th></th><th>\$ per seat</th><th>reserved</th><th>total pledged</th><th># to sell</th><th>\$ to sell</th></tr><tr><td>Row A</td><td>\$ 1,000.00</td><td>10</td><td>\$ 10,000.00</td><td>8</td><td>\$8,000</td></tr><tr><td>Row B</td><td>\$ 1,000.00</td><td>8</td><td>\$ 8,000.00</td><td>10</td><td>\$10,000</td></tr><tr><td>Row C</td><td>\$ 1,000.00</td><td>12</td><td>\$ 12,000.00</td><td>6</td><td>\$6,000</td></tr><tr><td>Row D</td><td>\$ 750.00</td><td>5</td><td>\$ 3,750.00</td><td>13</td><td>\$9,750</td></tr><tr><td>Row E</td><td>\$ 750.00</td><td>5</td><td>\$ 3,750.00</td><td>13</td><td>\$9,750</td></tr><tr><td>Row F</td><td>\$ 750.00</td><td>0</td><td>\$ -</td><td>18</td><td>\$13,500</td></tr><tr><td>Row G</td><td>\$ 750.00</td><td>0</td><td>\$ -</td><td>18</td><td>\$13,500</td></tr><tr><td>Row H</td><td>\$ 750.00</td><td>0</td><td>\$ -</td><td>18</td><td>\$13,500</td></tr><tr><td>Row J</td><td>\$ 750.00</td><td>0</td><td>\$ -</td><td>18</td><td>\$13,500</td></tr><tr><td>Row L</td><td>\$ 750.00</td><td>2</td><td>\$ 1,500.00</td><td>0</td><td>\$0</td></tr><tr><td>Row M</td><td>\$ 500.00</td><td>10</td><td>\$ 5,000.00</td><td>10</td><td>\$5,000</td></tr><tr><td>Row N</td><td>\$ 500.00</td><td>1</td><td>\$ 500.00</td><td>18</td><td>\$9,000</td></tr><tr><td>Row P</td><td>\$ 500.00</td><td>1</td><td>\$ 500.00</td><td>18</td><td>\$9,000</td></tr><tr><td>Totals:</td><td></td><td>54</td><td>\$ 45,000.00</td><td>168</td><td>\$120,500</td></tr></table>		\$ per seat	reserved	total pledged	# to sell	\$ to sell	Row A	\$ 1,000.00	10	\$ 10,000.00	8	\$8,000	Row B	\$ 1,000.00	8	\$ 8,000.00	10	\$10,000	Row C	\$ 1,000.00	12	\$ 12,000.00	6	\$6,000	Row D	\$ 750.00	5	\$ 3,750.00	13	\$9,750	Row E	\$ 750.00	5	\$ 3,750.00	13	\$9,750	Row F	\$ 750.00	0	\$ -	18	\$13,500	Row G	\$ 750.00	0	\$ -	18	\$13,500	Row H	\$ 750.00	0	\$ -	18	\$13,500	Row J	\$ 750.00	0	\$ -	18	\$13,500	Row L	\$ 750.00	2	\$ 1,500.00	0	\$0	Row M	\$ 500.00	10	\$ 5,000.00	10	\$5,000	Row N	\$ 500.00	1	\$ 500.00	18	\$9,000	Row P	\$ 500.00	1	\$ 500.00	18	\$9,000	Totals:		54	\$ 45,000.00	168	\$120,500	<p>Carrie to email Directors for their committee involvement.</p> <p>Carrie to bring sticky notes for activity.</p> <p>Carrie to email annual forms and start collecting prior to meeting. Also, bring extras.</p>
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Reports	<p>A. Crafton Hills College – Kevin Horan</p> <ul style="list-style-type: none">Thank you to Dr. Nguyen for his service as President.Commencement highlights: Over 365 students will be walking at graduation; 7 grads of the new BS program																																																																																											

	<p>for Respiratory Therapy; we have an 11-year old graduate.</p> <ul style="list-style-type: none"> • Run for the Hills – brought in \$2500 for Athletics; twice the amount we raised in 2023. • Instructional Building to be named Yuuhaviatam word for create. <p>B. Finance – Mike Strong</p> <ul style="list-style-type: none"> • Finance Committee RFP Update/timeline provided • Review Balance sheet (checking acct.: \$441k) • Chase short-term CDs have earned \$11k in interest. • Total Scholarship Revenue = \$304k • Current Total Assets = \$8,107,035 <p>C. Development – Michelle Riggs</p> <ul style="list-style-type: none"> • Highlight upcoming events/dates 	
Upcoming Events	<p>A. Next Full Board Retreat– June 5, 2025 – 4:00 – 7:00 p.m.</p> <p>B. Next Executive Committee Meeting- August 4, 2025 – 8:00 a.m. CCR-233.</p>	
Adjourn	9:07am – Dr. Nguyen	