

CHC Foundation Executive Committee Meeting

Monday, October 6, 2025 8:00 a.m. Foundation Office

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

Agenda

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	Opening comments (Amy Minjares)																																					
New Business	<p>A. Approval of Exec meeting notes 8-4-25</p> <p>B. Motion to approve Mike Strong as Assistant Secretary of the CHC Foundation Board of Directors.</p> <p>This is a second office and allowable per our bylaws. 6.1 <u>Officers</u>. The Officers of the Corporation shall be a President, a Vice President, a Secretary and a Chief Financial Officer. Officers need not be Directors of the Corporation. The Corporation may also have, at the discretion of the Board of Directors, a Chairman of the Board, a Past-President, one or more additional Vice-Presidents, <u>one or more Assistant Secretaries</u>, and such other Officers as may be appointed in accordance with the provisions of Section 6.3. <u>One person may hold two or more offices, except that neither the Secretary nor the Chief Financial Officer may serve concurrently as either the President or the Chairman of the Board.</u></p> <p>C. Review draft gift acceptance policy and procedures.</p> <p>D. Planning for December Board Meeting</p> <p>E. Gala Update / Auction Items</p>																																					
Continuing Business	<p>A. Sponsor-A-Seat Update</p> <table><thead><tr><th></th><th>\$ per seat</th><th>reserved</th><th>total pledged</th><th># to sell</th><th>\$ to sell</th></tr></thead><tbody><tr><td>Row A</td><td>\$ 1,000.00</td><td>13</td><td>\$ 13,000.00</td><td>5</td><td>\$5,000</td></tr><tr><td>Row B</td><td>\$ 1,000.00</td><td>16</td><td>\$ 16,000.00</td><td>2</td><td>\$5,000</td></tr><tr><td>Row C</td><td>\$ 1,000.00</td><td>18</td><td>\$ 18,000.00</td><td>0</td><td>\$0</td></tr><tr><td>Row D</td><td>\$ 750.00</td><td>10</td><td>\$ 7,500.00</td><td>8</td><td>\$6,000</td></tr><tr><td>Row E</td><td>\$ 750.00</td><td>6</td><td>\$ 4,500.00</td><td>12</td><td>\$9,000</td></tr></tbody></table>		\$ per seat	reserved	total pledged	# to sell	\$ to sell	Row A	\$ 1,000.00	13	\$ 13,000.00	5	\$5,000	Row B	\$ 1,000.00	16	\$ 16,000.00	2	\$5,000	Row C	\$ 1,000.00	18	\$ 18,000.00	0	\$0	Row D	\$ 750.00	10	\$ 7,500.00	8	\$6,000	Row E	\$ 750.00	6	\$ 4,500.00	12	\$9,000	
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	Row F	\$ 750.00	3	\$ 2,250.00	15	\$11,250	
	Row G	\$ 750.00	2	\$ 1,500.00	16	\$12,000	
	Row H	\$ 750.00	1	\$ 750.00	17	\$12,750	
	Row J	\$ 750.00	1	\$ 750.00	17	\$12,750	
	Row K	\$ 750.00	3	\$ 2,250.00	15	\$11,250	
	Row L	\$ 750.00	2	\$ 1,500.00	16	\$12,000	
	Row M	\$ 500.00	13	\$ 6,500.00	6	\$3,000	
	Row N	\$ 500.00	7	\$ 3,500.00	12	\$6,000	
	Row P	\$ 500.00	1	\$ 500.00	18	\$9,000	
	Totals:		97	\$ 79,000.00	142	\$99,500	
Reports	A. Crafton Hills College – Kevin Horan B. Finance – Mike Strong Audit Update C. Development – Michelle Riggs						
Upcoming Events	A. SPECIAL Executive Committee Meeting ONLINE – October 20, 2025 – 8:00 a.m. ZOOM – One agenda item -- Review audit. B. Next Executive Committee Meeting IN PERSON - November 3, 2025 – 8:00 a.m. C. Next Full Board Meeting – In Person – December 4, 2025 – 4:00 p.m.						
Adjourn	Closing Comments (Amy Minjares)						

Other Dates:

Other Foundation Events/Meetings:

10/16/25 – 5:30 p.m. – Field of Dreams Fundraiser

10/28/25 – 4 p.m. – Alumni Committee Meeting

10/30/25 – 9 a.m. – CHC Gala Committee Meeting – **All Directors invited**. This will be a debrief of this year's event and when we select the date and theme for 2026.

Other Campus Events:

10/30/25 – 12 p.m. – Classified Senate Chili Cookoff