

# CHC Foundation Executive Committee Meeting

Monday, November 3, 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"/> Jenny Cunvong
<input type="checkbox"/> David Avila	<input type="checkbox"/> Kevin Horan	<input type="checkbox"/> Michelle Riggs
<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	A. Approval of Exec meeting notes 10-6-25 and Zoom meeting 10-20-25 B. Review Gala reports C. Review 990s					
Continuing Business	A. Review second draft gift acceptance policy and procedures. Legal opinion to change status from a supporting organization. B. Review December Board Agenda C. Sponsor-A-Seat Update					
		<i>\$ per seat</i>	<i>reserved</i>	<i>total pledged</i>	<i># to sell</i>	<i>\$ to sell</i>
	<i>Row A</i>	\$ 1,000.00	13	\$13,000	5	\$5,000
	<i>Row B</i>	\$ 1,000.00	16	\$16,000	2	\$2,000
	<i>Row C</i>	\$ 1,000.00	18	\$18,000	0	\$0
	<i>Row D</i>	\$ 750.00	10	\$7,500	8	\$6,000
	<i>Row E</i>	\$ 750.00	6	\$4,500	12	\$9,000
	<i>Row F</i>	\$ 750.00	3	\$ 2,250	15	\$11,250
	<i>Row G</i>	\$ 750.00	2	\$1,500	16	\$12,000
	<i>Row H</i>	\$ 750.00	1	\$750	17	\$12,750
	<i>Row J</i>	\$ 750.00	1	\$750	17	\$12,750
	<i>Row K</i>	\$ 750.00	4	\$3,000	15	\$10,500
	<i>Row L</i>	\$ 750.00	2	\$1,500	16	\$12,000
	<i>Row M</i>	\$ 500.00	13	\$6,500	6	\$3,000
	<i>Row N</i>	\$ 500.00	8	\$ 4,000	11	\$5,500
	<i>Row P</i>	\$ 500.00	1	\$500	18	\$9,000
	<i>Totals:</i>		<b>98</b>	<b>\$79,000</b>	<b>141</b>	<b>\$98,750</b>

Reports	A. Crafton Hills College – Kevin Horan B. Finance – Mike Strong C. Development – Michelle Riggs PEO Reciprocity Event on 10/11 Grant – Stater Bros Charities Endowed Scholarship – Redlands Professional Firefighters Annual Appeal	
Upcoming Events	A. <b>Next Full Board Meeting and Social</b> – In Person – December 4, 2025 – 4:00 p.m. – 7:00 p.m. B. <b>Next Executive Committee Meeting</b> – January 12, 2026 – 8:00 a.m.	
Adjourn	Closing Comments (Amy Minjares)	

#### Other Dates:

##### Other Foundation Events/Meetings:

- 1/22/26 4 p.m. – Finance Committee Meeting
- 1/27/26 4 p.m. – Alumni Committee Meeting
- 2/12/26 9 a.m. – Gala Committee Meeting
- SAVE THE DATE – 4/2/26 – President’s Circle Magic Night and Dinner
- SAVE THE DATE – 10/1/26 – Annual Fundraiser – Bright Nights, Brighter Futures!

#### Other Campus Events:

- 12/4 6 p.m., 12/5 and 12/6 8 p.m. – *Almost Maine*
- 12/18/25 5 p.m. – Respiratory Care Graduation
- 12/19/25 6 p.m. – Fire Academy Graduation