

**Minutes of the REGULAR Meeting
of the
BOARD of DIRECTORS
Crafton Hills College Foundation**

DATE: December 11, 2008
LOCATION: Crafton Center
PRESIDING: Donald J. Nydam, President

ATTENDANCE:

Present: Marie Alonzo, Joanna Averett, Lynn Baldi, Cheryl Bardowell, Judi Battey, Win Carl Cheryl Cox, Patrick Fite, Kimmi Grulke, Gloria Harrison, Charlie Ng, Ray Quinto, David Raley, Claire Marie Teeters, Betty Jo Wood

Absent: Daniel Bahner, Gordon Clopine, Donna Ferracone, Mick Gallagher, James Ramos, Gene Wood

Guests: Ericka Paddock, Director of Student Life

1. Call to Order & Opening Comments

The meeting was called to order by Pres. Don Nydam at 7:10 A.M.

A. Pres. Nydam enthused “The Groundbreaking ceremony on Dec. 5 was “wonderful, exciting and well-attended. We can be proud of our College.”

B. He stated that the Emergency Textbook Fund has been adopted by the Executive Committee as the Foundation Board’s “cause” for the year 2009. He acknowledged Ms. Baldi’s generosity in designating the book fund as her charity of choice as the recipient of donations in her name as “Beaumont’s Citizen of the Year.” \$1,200 was collected, and a matching gift was pledged.

C. Ms. Harrison recapped the successful “President’s Jewelry Sale” held at the end of November, also to benefit the Emergency Textbook Fund. Proceeds to date total \$1,600. That total will be matched by a pledge, as well. She also noted that the jewelry sale was successful in terms of building awareness of the need to replenish the Emergency Textbook Fund and in fostering a sense of community, as well. The event will be repeated next year.

Pres. Nydam informed that a goal of \$50,000 in donations to the Emergency Textbook Fund has been set for 2009. He asked for an end-of-year commitment from Board members.

He also noted that Ms. Harrison was to be seated as president of The Community Foundation, whose role is to support philanthropic endeavors, and that community colleges are among them.

2. Welcome and Introduction of New Board Member

Joanna Averett was welcomed to the Board, and spoke briefly.

3. Minutes of the Meeting

It Was Moved by Mr. Carl, Seconded by Col. Raley, and unanimously carried, to approve the minutes of the September 18, 2008, regular meeting of the Board

4. Our Vision - Gloria Harrison

Pres. Nydam introduced this item, stating, "Tough times never last. Tough people do."

With that in mind, Ms. Harrison lamented, "My legacy will be that I'm the one who killed the golf course!" She related that the groundbreaking ceremony was well attended and well presented, with a number of dignitaries and project principals in attendance. It was on the site of the natatorium complex, in the N.E. corner of the campus. The project will be sustained in part by the City of Yucaipa for the next 10-15 years. Part Two of the complex will include a teaching/therapy pool. Future athletic programs are also being considered, including soccer, softball, tennis and golf.

She continued by stating that the library on the peninsula will have a fantastic, south-facing view, and that there will be a parking structure on the peninsula, as well. A single story will be built first, with upper levels to follow. The utility road that will service the PAC and library for deliveries will have two entrances and two exits, and will be wide enough for emergency vehicles to pass as they enter and exit. The opening date for the parking lot is 2009, with the opening date for the natatorium and learning center targeted for 2010. She praised the work of both Kitchell BR/j (program manager) and Tilden-Coil Constructors (construction) for their clean-up on campus, and their management of projects in a way that provides minimal disruption to campus activities.

She said, "Yes, we have tough times coming. For every day that Sacramento delays a decision, the cuts are deeper. Mid-year cuts are coming, bringing hiring freezes and conference attendance restrictions. There are opportunities for restructuring, reorganization and reassignment. All employees are giving input in regard to cuts and/or savings. We have tough and painful decisions to make. All personnel involved are gathering and analyzing data in order to do the best we can with the information we have. We are not walking on Jell-o. We are walking on mud." She stated that enrollment is up, and that CHC will have many students we won't be paid for.

In answer to a question from Mr. Carl, Ms. Harrison explained that the new building will include a 100-seat auditorium, multi-purpose room and art gallery.

The Board was told that the much-needed traffic signals at campus entrances are under construction and should be operative by early March. It was noted that Denise Hoyt, a CHC faculty member and Yucaipa City Council member, was deserving for much of the credit for getting this project expedited.

5. Development Report – Cheryl Bardowell

Pres. Nydam opened by reminding the Board that the bond measures will pay for construction, but the Board can help with student causes.

Ms. Bardowell stated that her office is working on endowments to provide for on-going maintenance for the natatorium and other components of the build-out.

Pres. Nydam asked what the rules are in regard to naming opportunities on campus. Ms. Harrison asked if we are politely suggesting that a gift must be associated with naming? Ms. Bardowell stated that we have a draft naming policy, and that a gift is a criterion. Mr. Nydam said the Board must approve a process and criteria. Ms. Bardowell will provide a copy at an executive committee meeting in early 2009. Ms. Alonzo suggested, and the board concurred, that if CHC had an established policy, perhaps the District could learn from ours. She stated that a proposal could be made during the "Public Comment" time during a District Board Meeting. Pres. Nydam suggested we take note of the dates of the monthly meetings and consider doing so.

Ms. Bardowell presented a report (see attached) regarding areas of growth cultivation, adding her appreciation to Col. Raley for underwriting the entire cost of producing the annual giving appeal, an expense not covered under Title V funds. Ms. Averett asked for an explanation of Title V, and Ms. Bardowell provided a brief summary of the Federal Grant that supports her office, with goals and time frames mandated by the Grant.

Pres. Nydam concluded by repeating the goal of raising \$50,000 for the Emergency Textbook Fund, along with the need to continue to pursue cost-cutting measures.

6. Financials – Win Carl

- (a) **Treasurer's Report** – Mr. Carl presented the report (attached), high-lighting a 25% increase in assets over a year ago, as well as taking note of the fact that Foundation assets total more than half a million dollars for the first time in its history.
- (b) **Gifts to College**
- (c) **Balance Sheet Previous Year Comparison**
- (d) **Financial Recap**

Pres. Nydam led the Board in commending Mr. Carl and Ms. Cox for their quality reporting.

7. The Board – Don Nydam

Pres. Nydam requested an end-of-the-year appeal to contractors and sub-contractors requesting their participation in the Emergency Textbook Fund. Ms. Alonzo requested she be provided with a phone script, and stated she would be glad to make phone calls. Mr. Carl stated that this should be a different group of businesses from those customarily approached for Gala sponsorships.

Ms. Baldi requested a list of "talking points" in regard to the College's mission statement. Pres. Nydam promised to provide same to all Board members. Ms. Averett mentioned that the alumni newsletter had proven a good resource to her of activities on campus. The Board will make sure that all members are on the distribution list for the newsletter.

8. Other

Col. Raley raised the subject of book costs. He stated that Dr. Don Singer belongs to a State organization researching this challenge, and that both the state and federal governments are trying to assist, but that their methods won't necessarily produce results. He referenced "open source" books, which Ms. Harrison defined as including books in open domain, such as classics. Col. Raley stated that a newly elected District trustee, John Futch, also has great interest in the issue. Col. Raley will try to find out what Valley College is doing in its program to address textbook costs.

Mr. Fite brought some individual needs to the Board's attention.

A. Gifts are needed for the AGS party, Dec. 12.

B. He will assist in developing "talking points", to be distributed to Board members, and will assure that they are included in the master list of recipients of e-mails regarding College and District business and events.

C. He suggested that the Board established a fund for campus staff to contain a reserve of money to be used for "catastrophic events" befalling them. Unlike special funds collected in times of fire, etc., this fund would be used at the discretion of the Board for more immediate needs incurred on an individual basis, such as a death in one's family. Pres. Nydam stated that he would conduct a discussion at the next executive board meeting.

10. Adjournment – Don Nydam

The Meeting was adjourned by Pres. Nydam at 8:10 A.M.

Next Regular Meeting Date: – Thursday, March 19, 2009 ~ 7:00 A.M. ~ CHC Crafton Center