



## MINUTES

Regular Board of Directors Meeting  
March 17, 2011

Present: Don Nydam, Donna Ferracone, Claire Marie Teeters, Lynn Baldi, Ray Quinto, David Raley, Marie Alonzo, Cheryl Cox, Daniel Bahner, Gordon Clopine, Cheryl Bardowell, Gloria Harrison, Charlie Ng, Joanna Averett, Betty Jo Wood

Absent: Gene Wood, Bill Nassar, Judi Battey, James Ramos, Alisa Moore, Ericka Paddock, Bob Temple

### 1. **Call to Order & Opening Comments** - Pres. Don Nydam

Don acknowledged the work of the board and his appreciation, stating that we must re-focus in challenging times, and that it is the reason for the Board being here. He stated, "It's all about the students. Never lose sight of that, despite the difficulties. You are very important people. Each of you makes a difference. It's a beautiful campus...and we are part of it."

### 2. **College Happenings** – Gloria Harrison

Gloria reported on the Gifts to the College, and continued with the following updates:

- We just received news that our respiratory therapy program has been re-accredited. A new set of standards had to be met, and it was the result of lots of hard work.
- As far as the budget, we have no feedback yet. Scott Lay reports that the legislature was still working at 9:00 last night.
- As you drove up, you can see that we have construction going on. A major project involves parking and lighting throughout campus, and the students are excited about this. The Associated Students handed out flashlights a couple of years ago to make that point.
- The ADA access project involves ramps, necessitating the tree removal, necessary for stairwells & ramps. This project should be completed by the end of the summer.
- We have eliminated the basketball courts for the time being, and will be putting four very fancy modular buildings in that place..two science labs and two math classrooms.
- One of our big events is our cooperative opera (with U of R) coming up at the end of the month. You'll see the article in the President's newsletter forwarded to directors.

Gloria concluded by adding, "Other projects are in the queue, but we will have to see how things develop. Each day brings new changes. It is constant. Our job as senior managers is to be as calm as possible, setting an example for others. There is change and uncertainty...for students, the staff and the District. I greatly appreciate the Foundation's support of this campus. Our focus

may have to change a little bit, as we see what gaps occur. We'll have to prioritize, deciding where we can help the most. We want to make a difference, and we do."

Don added that news of our full accreditation is outstanding, that estate planning is looking very good, and that what Daniel Bahner has done in regard to grants has shown great leadership. He

noted that the total of \$30,000 in gifts to the college in the last quarter confirms that lots of people are giving.

### **3. Minutes of the Meeting of December 9, 2010**

**It was Moved** by Marie Alonzo, Seconded by Joanna Averett, and unanimously carried, to accept the minutes, as amended to read that our new Director, William Nassar, is an attorney and estate planner.

### **4. Financials / Chief Financial Officer\* – Charlie Ng**

Charlie stated that he has tried to bring more meaning and clarity to the balance sheet and financial recap, which provide detail in regard to beginning and ending balance figures. Cheryl Bardowell asked if the three San Manuel grants could be listed separately, and if the balance in President's Circle could be shown. Other suggestions included showing fund numbers on the Financial Recap, to make cross-referencing easier.

David Raley stated that, in future, the Foundation board should approve "writing off assets" (in this case, a painting that was destroyed. Joanna recommended the Foundation practice more diversification in the investments. At this time, the Foundation money is in CDs and money market. The Foundation's investment policy should recommend diversification, and it should be adhered to. Marie asked for examples. Joanna's suggestions included CDs; fixed income, high quality bonds, with terms of 1-3 yrs and 3-5 yrs, in order to diversity the length of terms, and such policies as what per-cent of the assets belong in the stock market. Ray Quinto asked if there is a definition of "risk" vs. "conservative" investments of the Foundation, and if it is limited to conservative investments. Don advised that the Foundation establish regular committee meetings, the finance committee being one, since "times and changing and the Foundation is changing."

**It was Moved** by Gordon Clopine, Seconded by Marie Alonzo, and carried, to accept the Treasurer's report as presented.

### **5. Strategic Plan Update - Charlie Ng / Marie Alonzo**

Charlie reported that the January, half-day session of the Strategic Planning Committee went very well, and that he is working to compile and document the information so the next meeting

can be scheduled. Don commended the committee for a marvelous job, declaring it really significant that the Foundation is developing a strategic plan.

### **6. Fund-raising Goals and Objectives – Don Nydam**

Don stated that our goals and objectives tie into our financials, and that the Foundation must establish its goals for restricted and unrestricted dollars, i.e., what will we raise? What will we spend it on? Books and scholarships have been a critical need. He continued by adding that

we need to be able to make a 3-year commitment to some things like classrooms. Lynn Baldi discussed scholarships that provide a “full ride”. For example, a \$2000 scholarship might give a student a “full ride” to CHC, with no cost uncovered. Gloria stated that it is something for our scholarship committee to look into. Ray urged that we must get out and do something about the fact that the State is not going to provide the support needed to do the job. Don reported that Al Karnig (President of CSUSB) is out speaking constantly. There is a crisis and we need some help. Estate planning is where the money is. We are bringing estate planners onto our board. We need to set a goal for unrestricted money, and how we go get it.

Ray Quinto asked if the Morongo tribe might be source of Foundation giving, providing the name of Mary Ann Andreas as a possible contact. Lynn Baldi sits on a board with her, and will approach her, at the Board’s suggestion.

David Raley stated, “Raising money is the first step. The second step is to spend it effectively and wisely.” He provided the example that the Foundation has been talking about funding classes, and either needs to do it, or stop talking about it. We need to demonstrate that we are good stewards. Ray said that he believes we are on the right track, and that books, scholarships and classes are the three things we talk about most. David reported that Dr. Glen Kuck, and the bookstore staff and the faculty have done a good job of researching the matter of textbook costs and some alternatives to lowering them. “They have some good ideas, and I think the Foundation’s role is more one of supporting the plan financially, not forming the plan.” Gloria stated that there is a tremendous amount of change in how books are purchased, rented, and/or delivered. Printed books are not the huge part of the market that they once were. The electronic instruments are getting better every day.

## **7. Resource Development Report - Cheryl Bardowell**

- (a) *Development Report* – The Krasovec planned gift is in process. We have received confirmation that the trust is irrevocable. This gift will support our allied health programs, with particular emphasis on the high tech / simulation lab programs .
  
- (b) *Financial Review* – The review will be conducted beginning next week. The \$2600 cost will be paid out of Title V funds. When assets reach 2M, a yearly audit will be required. We will be the recipients of about \$190,000 from the Santos Manuel grant, \$25,000 of which will go toward recognition as the Presenting Sponsorship of the Gala. One-half of all VIP sponsorships for the 2011 Gala will go toward funding classes.
  
- (c) *Gala* – There will be a Phone-a-thon this afternoon to about 150 companies that have received the VIP sponsor letter. The goal for the Gala is set at \$150,000. To date, 16 tables have been pledged and about \$50,000 in sponsorships have been pledged.

Lynn Baldi re-affirmed that she is a strong proponent of tapping the sub-contractors as donors, and that the time frame is limited to the time they are working on our campus.

Marie stated that we need to play up the success stories of our students and get them out into the community to speak.

**8. Upcoming Dates of Note** – Annual Gala Dinner and Auction – April 9, 2011

**9. Other** – Joanna reported that the third week in October has been designated “National Estate Planning Awareness Week”, and added that Cheryl Bardowell is the chair of the inaugural event, which will be held on the CHC campus, to include the public, as well as professionals in the field

**10. Adjournment** – Don Nydam

Next Meeting Date: ANNUAL MEETING - Thursday, June 16 – 7:00 A.M.  
LEARNING RESOURCE CENTER ~ Multi-Purpose Room

\*Per Article VI, 6.1 of the by-laws, the title “Chief Financial Officer” is the designation by which the Treasurer shall be known.