

MINUTES
Regular Meeting of the
BOARD OF DIRECTORS
September 15, 2011
CHC Cafeteria

Present: Joanna Averett, Daniel Bahner, Cheryl Bardowell, Gordon Clopine, Cheryl Cox, Donna Ferracone, Gloria Harrison, Charlie Ng, Don Nydam, Ray Quinto, David Raley, Claire Marie Teeters,
Absent: Marie Alonzo, Lyn Baldi, Judi Battey, James Ramos, Bob Temple, Gene Wood, Betty Jo Wood
Guests: Ryan Callahan, Karen Childers, Glen Kuck

1. Call to Order – Don Nydam

The meeting was called to order by President Don Nydam.

2. College Happenings

(a) Digital Textbooks

Glen Kuck gave a report on the CHC's Digital Textbook Pilot program.

- Details
 - The program was offered to a cohort group of respiratory therapy students
 - Gloria found money to buy 35 laptops for participating students
- Purpose
 - Anticipate and prepare for emerging trends
 - Reduce costs to students
 - Introduce new learning tools
 - Build support services to support digital learners
 - Evaluate difference in success and retention
- Issues
 - What happens when a student comes to class with a digital textbook for an open textbook test
 - How to support mobile-digital learners

(b) Solar Farm Dedication – Friday, November 18, 2:00 p.m.

Gloria reported that CHC's Solar Farm is in the final stage of design and will go to the November Board for approval. The college's electricity bill is approximately \$570,000 annually and the solar farm should pick up 95% of that expense. We will also receive a cash incentive from SCE for the first 5 years.

3. Approval of Minutes of the Meeting of June 16, 2011

It was Moved by Donna Ferracone, Seconded by Ray Quinto, and carried to approve the Minutes as recorded.

4. Chief Financial Officer's Report – Charlie Ng

It was moved by Gloria Harrison, Seconded by Donna Ferracone, and carried to accept the Financial Officer's Report.

Budget 2011-2012

Charlie distributed copies of the Foundation's 2011-12 Budget. David Raley stated that he would like to see specifics on the Foundation's scholarship accounts.

It was Moved by Gordon Clopine, Seconded by Claire Marie Teeters, and carried to approve the Foundation's 2011-12 Budget.

5. Strategic Plan Update – Charlie Ng

Charlie began by thanking everyone for contributing to the effort of developing the Strategic Plan, with special thanks to Cheryl Marshall and Daniel Bahner for their help. Copies of the Plan were distributed and reviewed. Charlie pointed out that the Plan has three major goals: (1) Increase Financial Contributions to CHC, (2) Increase Opportunities for Students, (3) Increase Alumni Involvement; and is essentially a road map for the Foundation for the next 3-5 years.

It was moved by Claire Marie Teeters, Seconded by Joanna Averett and carried to accept the Strategic Plan.

6. Resource Development Report – Cheryl Bardowell

(a) Audit – For the Year Ended June 30, 2011

Ryan Callahan, Auditor, Smith Marion & Company, distributed copies of the Foundation's Audit for FYE June 30, 2011. Ryan stated that as part of the audit, he tested invoices, grant compliance, and donations. He noted that at year-end the Foundation did not have any investments in excess of the Federal Deposits Insurance Corporation limit which is commendable and unusual given the amount of the cash accounts. Ryan also explained that the Foundation has been named as a recipient of the Stanly Krasovec Trust and it is estimated that we will receive \$1.1 million. Although the money has not been received, it is reported on the audit as an Accounts Receivable.

It was Moved by Claire Marie Teeters, Seconded by Charlie Ng, and carried, to accept the CHC Foundation Financial Statements & Auditors Report, Year Ended June 30, 2011.

(b) Krasovec Gift

Cheryl Bardowell reported that the Stanley Krasovec gift was designated for the Allied Health program. The funds will be used for the Stanley Krasovec Simulation Center that will be part of the Allied Health & Public Safety Complex. In recognition of the gift, a banner will be displayed noting the future site of the Stanley Krasovec Simulation Center.

(c) Estate Planning Day

Cheryl Bardowell reported that the Foundation, in conjunction with the Estate Planning Council of San Bernardino, will host an Estate Planning Day at CHC on Friday, October 21. An introduction to estate planning and how to go about finding someone to help with estate planning will be among the topics presented.

(d) Ten Acre Parcel

Cheryl Bardowell reported that CHC was offered a ten acre parcel of land in Johnson Valley. The land is located in a remote area and there are not utilities. It is currently on

the market for \$15,000 with no takers. If we could get a buyer, we'd be lucky to get a few thousand dollars and would probably not be worth the trouble.

It was moved by Joanna Averett, seconded by Gloria Harrison, and carried, to decline the offer of the Ten Acre Parcel in Johnson Valley.

(e) Whistleblower & Conflict of Interest Policies

Copies of the Whistleblower & Conflict of Interest Policies were distributed for board member signatures.

7. Upcoming Dates of Note

- October 14 – Friday – “Movie Night” – free, outdoor event on campus
- October 21, Friday morning – Estate Planning Symposium on campus
- March 31, 2012, Saturday – Annual Gala Dinner and Auction at NOS

8. Other

Construction Update

- Parking Lots will be completed by the end of September
- Most of the lights on the street, parking lots, and pathways are functioning
- The basketball courts now have two math classrooms

9. Adjournment – Don Nydam

Next meeting Date: Thursday, December 8

7:00 a.m.

CHC Cafeteria