

CHC Foundation

Board of Directors Quarterly Meeting

Thu. March 3, 2017
4:00 p.m.
LRC-226

Attendees:

- | | | | |
|---|---|--|--|
| <input checked="" type="checkbox"/> Sam Irwin (President) | <input type="checkbox"/> Jan Leja (Dir.) | <input checked="" type="checkbox"/> Lillian Vasquez (Dir.) | <input checked="" type="checkbox"/> Rebecca Warren-Marlatt (Staff) |
| <input checked="" type="checkbox"/> William Nassar (Vice Pres.) | <input checked="" type="checkbox"/> William Lindsey (Dir.) | <input type="checkbox"/> Robert Visconti (Dir.) | <input checked="" type="checkbox"/> Michelle Riggs (Staff) |
| <input checked="" type="checkbox"/> Wei Zhou (Secretary) | <input checked="" type="checkbox"/> Amy Minjares (Dir.) | <input checked="" type="checkbox"/> Betty Jo Wood (Dir.) | <input checked="" type="checkbox"/> Carrie Audet (Staff) |
| <input checked="" type="checkbox"/> Mike Strong (CFO) | <input type="checkbox"/> Rashid Mosavin | <input checked="" type="checkbox"/> Denise Hoyt (Dir.) | <input checked="" type="checkbox"/> Brent Hunter (presenter) |
| <input checked="" type="checkbox"/> Donna Ferracone (Dir.) | <input type="checkbox"/> Tommi Ng (Dir.) | <input checked="" type="checkbox"/> Ben Gamboa (Dir.) | |
| <input type="checkbox"/> Olga Forester (Dir.) | <input checked="" type="checkbox"/> Dr. Phong Nguyen (Dir.) | <input checked="" type="checkbox"/> Amber Snow (Dir.) | |
| <input checked="" type="checkbox"/> Gloria Macias Harrison (Dir.) | <input checked="" type="checkbox"/> David Raley (Dir.) | <input checked="" type="checkbox"/> Ericka Paddock (Staff) | |
| <input type="checkbox"/> Peter King (Dir.) | <input type="checkbox"/> Mike Smith (Dir.) | <input checked="" type="checkbox"/> Donna Hoffmann (Staff) | |

TOPIC	DISCUSSION	FURTHER ACTION
Date/Time	Thursday, March 3, 2017, 4:00pm	
Call to Order & Opening Comments	Sam Irwin called the meeting to order at 4:05pm Sam explained why he requested a presentation of the Educational Master Plan (EMP) and Facilities Master Plan (FMP) to the Board.	
Presentation by: Ben Gamboa Denise Allen Mike Strong	<p>Educational Master Plan</p> <ul style="list-style-type: none"> • Plan is intended to represent who we are as a college now and where we plan to be in 5-7 years. • Includes input and analysis from faculty, administration, staff and community members. • Data collected about community, values of the college, etc. • Strategic Directions were reviewed with most important directions from the Foundation highlighted such as enhancing value to the surrounding community, building community partnerships, providing a flexible learning environment, improved pathways and including a workforce non-credit program. <p>Facilities Master Plan</p> <ul style="list-style-type: none"> • Plan is a 15 year plan with projections of needs. • Built upon the strategic direction and goals of the EMP. • Example: the new Foundation office will meet the need for improved access to the Foundation and community outreach. • Priorities of FMP are to renovate the Performing Arts Center, Gym renovations, East Valley Public Training Center, Joint Use such as tennis courts, New gym and soccer fields, etc. • College Village will be another way to tie in Crafton to the community. • New office for the Foundation to be more visible on campus and easier to find. 	
Consent Agenda	<p>The following items were pulled from the consent agenda:</p> <ul style="list-style-type: none"> • (Item C) Approval of new Board member, Brooke Duncan – pulled by David Raley for discussion • (Item G) Approve and file the Independent Auditor’s Report and 990’s for Fiscal Year ending 6/30/2016 – pulled by Bill Nassar for discussion. <p>The remaining items were motioned for approval by Bill Nassar and second motion was made by Amy Minjares. Motion passed unanimously.</p> <ol style="list-style-type: none"> A. Approve minutes of 12/15/16 Board meeting. B. Approve Interest Distribution Policy and Procedures. 	

	<p>C. Pulled for discussion.</p> <p>D. Approve \$5,000 unrestricted grant from Small Business Development Corporation of Orange County.</p> <p>E. Approve \$5,000 donation from Majestic Realty Foundation to support the new Veterans Resource Center.</p> <p>F. Approve donation of 1991 Beck Fire Engine/Pumper from City of Yucaipa and Donate to Crafton Hills College to be utilized for training purposes by the Fire Academy.</p> <p>G. Pulled for discussion.</p> <p>Item C - Mike Strong gave a background of Brooke Duncan and her interest in joining the Foundation Board. Bill Nassar stated he would abstain from voting due to the fact that he does not know Brooke.</p> <p>*Motion to approve Brooke made by Gloria Macías Harrison and the second was made by Amy Minjares. Motion passed unanimously.</p> <p>Introduction of new Board Director, Dr. Phong Nguyen. Self-introductions were made by all in attendance.</p> <p>Item G – Bill Nassar addressed concern of auditor regarding the artwork on the Foundation books. Bill stated that he has tried to find interested buyers and galleries, but there is not an interest. Auditor recommends slowly decreasing the value a little each year. Actual value is estimated at 10-15% of where it is now.</p> <p>*Motion by Bill to accept the auditor’s report and to decrease value of artwork at 5-10% over the duration of the next 5 years until it has a value that is more reasonable. Denise Allen moved to second the motion. Motion passed unanimously.</p>	
<p>Reports</p>		
<p>Ad hoc and Standing Committee Reports, Michelle Riggs</p>	<p>Gala Update</p> <ul style="list-style-type: none"> • Review of fundraising progress, sponsorships, auction items. • Betty Jo suggested adding another person to the Live Rappel option, so that a friend can also attend. • Dr. Nguyen offered a live auction item of a “Dinner for 10” at someone’s home, to be prepared by a Watercress chef. • No student club to participate this year as the gala committee determined there was no value-added. Student Senate will be attending as volunteers to help sell tickets and lanyards. Three student speakers will be presenting their stories as well. • “Heads/Tails” game – the Board discussed the possibility of someone playing the game with multiple lanyards and determined that once the player is “out”, they can no longer play, even if they have an additional lanyard. • Silent auction to include bronze sculpture from art collection. • Emcee to be Scott Ward, Auctioneer to be Sam Irwin. • Bill Nassar suggested focusing on getting more unrestricted funds next year. • Betty Jo mentioned that she sees new sponsor names, which is great to see. 	<p>Michelle to send list of table sponsors from last year to Gloria.</p> <p>Gloria to follow up with previous table sponsors.</p>
<p>College Update, Wei Zhou</p>	<ul style="list-style-type: none"> • Student Success rate is still #1 • CHC is rated #2 in the state for transfer rate to UC campuses. • Looking for internal improvements to make a more comprehensive, student-centered college: improving registration timeline to capture students, scheduling 	

	online/weekend/evening classes, look at workforce development/high school opportunities, help students to finish with college credits when they graduate from high school, improve recruiting throughout the community.	
Financial Update, Mike Strong	<p>Review of Foundation Budget</p> <ul style="list-style-type: none"> • Current revenue is \$223,642 and expenses are \$240,935. • A spike in revenue is expected after the gala • San Manuel Grant was not received as anticipated this year, so this is reflected in the grant income portion of the budget. <p>San Manuel Grant discussion</p> <ul style="list-style-type: none"> • San Manuel is seeing Crafton as part of one entity that includes Valley and the District, and they have a policy of only giving to one entity at a time. There is a conflict and some confusion that needs to be clarified. • Valley is still using their San Manuel funds, but Crafton would like to move forward to apply for additional grant funds. • Crafton Foundation needs clarification from the District if we are to move forward as one entity or as separate entities. • Sam requested guidance from Wei as to what the Foundation options are and would like to have a discussion with him. • Denise reminded the Board that we still have the issue of securing funding to help with student workers in between grant cycles. <p>Budget Committee</p> <ul style="list-style-type: none"> • Developing ways to better communicate to the Foundation Board. • Working on a better tracking system for expenses. <p>Investment Committee</p> <ul style="list-style-type: none"> • Will be meeting again to discuss whether or not to do an RFP for another investment firm. 	Michelle to get direction from District. CHC Foundation Board would like to move forward with application for San Manuel grant to continue ISEEK.
Community Relations & Resource Development, Michelle Riggs	<p>Major Gifts/Endowments Update</p> <ul style="list-style-type: none"> • \$92,532 received so far this year • Legacy plaques will be installed before the gala – total of 6 • Balch was a Redlands Fire captain who recently passed away and his friends/family endowed a scholarship in his memory. <p>We have been working with the CHC Fire Academy to reach out to Fire Alumni</p> <ul style="list-style-type: none"> • Holding a Fire Academy Alumni event at Escape Brewery in Redlands on April 4th, and another event on campus on May 15th. 	
Other	David announced that Ray Quinto, a former member of the Foundation, passed away on Tuesday, 2/28/17.	
Adjournment	Meeting adjourned at 5:34 pm	
Upcoming Dates	Next Board Meeting: June 15 th , 2017, 4:00pm – 5:30pm Location: Veterans Resource Center	