

CHC Foundation

Board of Directors Quarterly Meeting

Thu. Sept. 21, 2017
4:00 p.m.
LRC-226

Attendees:

- | | | | |
|---|---|--|--|
| <input checked="" type="checkbox"/> Sam Irwin (President) | <input checked="" type="checkbox"/> Peter King (Dir.) | <input type="checkbox"/> Mike Smith (Dir.) | <input checked="" type="checkbox"/> Carrie Audet (Staff) |
| <input checked="" type="checkbox"/> William Nassar (Vice Pres.) | <input checked="" type="checkbox"/> Jan Leja (Dir.) | <input checked="" type="checkbox"/> Lillian Vasquez (Dir.) | <input checked="" type="checkbox"/> Donna Hoffmann (Staff) |
| <input checked="" type="checkbox"/> Wei Zhou (Secretary) | <input checked="" type="checkbox"/> William Lindsey (Dir.) | <input type="checkbox"/> Robert Visconti (Dir.) | <input checked="" type="checkbox"/> Brent Hunter (Staff) |
| <input checked="" type="checkbox"/> Mike Strong (CFO) | <input checked="" type="checkbox"/> Amy Minjares (Dir.) | <input checked="" type="checkbox"/> Betty Jo Wood (Dir.) | <input checked="" type="checkbox"/> Ericka Paddock (Staff) |
| <input type="checkbox"/> Brooke Duncan (Dir.) | <input type="checkbox"/> Rashid Mosavin | <input checked="" type="checkbox"/> June Yamamoto (Dir.) | <input checked="" type="checkbox"/> Michelle Riggs (Staff) |
| <input type="checkbox"/> Donna Ferracone (Dir.) | <input type="checkbox"/> Tommi Ng (Dir.) | <input type="checkbox"/> Ben Gamboa (Appt.) | <input type="checkbox"/> Rebeccah Warren-Marlatt (Staff) |
| <input checked="" type="checkbox"/> Olga Forester (Dir.) | <input checked="" type="checkbox"/> Dr. Phong Nguyen (Dir.) | <input checked="" type="checkbox"/> Mark McConnell (Appt.) | <input checked="" type="checkbox"/> Guest: Darren Diess |
| <input type="checkbox"/> Gloria Macias Harrison (Dir.) | <input type="checkbox"/> Col. David Raley (Dir.) | <input type="checkbox"/> Marcus McInerney (Appt.) | <input checked="" type="checkbox"/> Guest: Jose Marquez |

TOPIC	DISCUSSION	FURTHER ACTION
Date/Time	Thursday, Sept. 21, 2017, 4:00pm	
Call to Order & Opening Comments	Meeting called to order by Sam Irwin at 4:15pm.	
Consent Agenda	<p>The motion to approve the consent agenda was made by Jan Leja and seconded by Peter King. Motion was approved unanimously.</p> <ul style="list-style-type: none"> A. Approve Minutes of the 6/15/17 Board meeting. B. Accept resignation of Board Member, Rashid Mosavin. C. Approve IEUW Grant of \$8,000 to support Senior Day and Emergency Fund. D. Approve San Manuel Grant of \$303,000 to support ISEEK student employment and scholarships. E. Approve In-Kind Grant from Forester's Financial to provide backpacks for our Child Development students entering kindergarten. F. Approve In-Kind Donation of Furniture from Ashley Furniture for Veterans Resource Center. G. Approve \$25,000 bequest from Steve Helleman. H. Approve recommendation from Investment Committee to continue investment advisory services with Merrill Lynch. 	
Reports		
College Update, Wei Zhou	<ul style="list-style-type: none"> • Anticipate seeing an increase in enrollment for Fall 2017 semester. • Campus construction almost complete, all parking lots are officially open. • Crafton has now increased the square footage by approximately 40% and has the capacity to serve up to 10,000 students. • Acceptance rate to Cal State is 92% • Partnership with University of LaVerne is in the works to offer classes at the Crafton campus. • Veterans Resource Center Grand Opening on 8/18/17 was a success! 	
Budget Report, Mike Strong	<p>Investment Committee Report</p> <ul style="list-style-type: none"> • Merrill Lynch investment has an annualized return of 7.85%. Our portfolio has outperformed our benchmark by 0.49% <p>RFP Update</p> <ul style="list-style-type: none"> • The Investment Committee received interest from 5 organizations and asked 3 to present. The 3 selected to 	

	<p>present were: Merrill Lynch (ML), Chris Palmer Financial Services and Payden&Rygel (PR).</p> <ul style="list-style-type: none"> In summary, ML and PR were very close in services and performance. Ultimately the committee decided to stay with Merrill Lynch due to the fact that there is an established relationship and current investments are doing well. Investment Committee will be speaking with Merrill Lynch to see what other benefits/partnerships could be established from the relationship. <p>Budget Review</p> <ul style="list-style-type: none"> 2016-2017: Revenues are not what was anticipated, primarily due to ISEEK funding cycle not continuing until July 2017 (to be reflected in 2017-2018 budget). 2017-2018: New budget to reflect ISEEK grant and increase revenue for new year. Motion to close the 2016-2017 budget and approve the 2017-2018 budget made by William Nassar and seconded by Sam Irwin, subject to audit. 	
Community Relations & Resource Development, Michelle Riggs	<ul style="list-style-type: none"> Written report distributed with updates on recent events from Resource Development office. <p>Guest speaker: Jose Marquez, The Community Foundation</p> <ul style="list-style-type: none"> Give BIG – Tuesday, November 28th, 24-hour day of giving Purpose is to build the Foundation’s social media presence and increase donor relations. Encourage Foundation supporters to increase number of donations. Update on Foundation’s investments with The Community Foundation. 	
Old Business	<p>Artwork</p> <ul style="list-style-type: none"> Artwork is to be gradually written off the books (value: \$283,000) Last year, a statue valued at \$60,000 was sold for \$2,000, so \$58,000 was written off. Motion to write off the artwork at a rate of 10% each year was made by William Nassar and seconded by Betty Jo Wood. 2017-2018 Budget to reflect artwork 	Michelle to add artwork to the budget for future meetings.
New Business	<p>Gala Planning: Darren Diess, Fundraising Auctioneer</p> <ul style="list-style-type: none"> Review who to invite to the gala and why. We will only be successful if we have the right people in the room Ask campus vendors to sponsor or provide auction items – example Burtec race car Assign “table captain” to encourage guests to raise paddles Add “experiences” to auction opportunities (examples: celebrity chef dinner, news anchor for a day, sailboat experience) 	Michelle to send auction ideas list to Directors.
Adjournment	Meeting adjourned at 5:39pm	
Upcoming Dates	<p>Next Board Meeting: December 21st, 2017, 4:00pm – 5:30pm Location: Jan Leja’s Home, Yucaipa, CA</p> <p>March 24, 2017 – Annual Gala, 5:30pm</p>	