

CHC Foundation

Board of Directors Quarterly Meeting

Thurs., June 18, 2020
4:00p.m. – 5:30p.m.
ZOOM

Attendees:

- | | | |
|--------------------------------------------------------|------------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> William Nassar (Pres.) | <input checked="" type="checkbox"/> William Lindsey | <input type="checkbox"/> Lillian Vasquez |
| <input type="checkbox"/> Sam Irwin (Vice Pres.) | <input checked="" type="checkbox"/> Amy Minjares | <input type="checkbox"/> Robert Visconti |
| <input checked="" type="checkbox"/> Kevin Horan (Sec.) | <input type="checkbox"/> Tommi Ng | <input checked="" type="checkbox"/> Luke Wooley |
| <input checked="" type="checkbox"/> Mike Strong (CFO) | <input checked="" type="checkbox"/> Dr. Phong Nguyen | <input checked="" type="checkbox"/> June Yamamoto |
| <input checked="" type="checkbox"/> Denise Allen | <input checked="" type="checkbox"/> Rosaura Parsons | <input checked="" type="checkbox"/> Brandi Bailes |
| <input checked="" type="checkbox"/> Anthony Abate | <input type="checkbox"/> Col. David Raley | <input checked="" type="checkbox"/> Alex Jaco |
| <input type="checkbox"/> Ray Casey | <input checked="" type="checkbox"/> Barbara Smith | <input checked="" type="checkbox"/> Jake Fuller |
| <input checked="" type="checkbox"/> Donna Ferracone | <input type="checkbox"/> Mike Smith | <input type="checkbox"/> |
| <input type="checkbox"/> Gloria Macías Harrison | <input checked="" type="checkbox"/> Mark Snowwhite | <input type="checkbox"/> |

Crafton Staff:

- | |
|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Carrie Audet (Staff) |
| <input type="checkbox"/> Ericka Paddock (Staff) |
| <input checked="" type="checkbox"/> Michelle Riggs (Staff) |
| <input type="checkbox"/> Delmy Spencer (Staff) |
| <input checked="" type="checkbox"/> Keith Wurtz (Staff) |
| <input type="checkbox"/> |
| <input type="checkbox"/> |
| <input type="checkbox"/> |

TOPIC	DISCUSSION	FURTHER ACTION
Date/Time	Thursday, June 18, 2020 at 4:00 p.m.	
Call to Order & Opening Comments	Meeting called to order by Dr. Kevin Horan at 4:03 pm.	
Minutes	Minutes of the 3/5/20 meeting. Motion to approve made by: June Yamamoto Motion seconded by: Mark Snowwhite Motion was unanimously approved.	
Consent Agenda	Consent Agenda: <ul style="list-style-type: none"> a. Confirmation of acceptance of annual meeting forms and agreements Whistleblower protection Policy Conflict of Interest Policy b. Accept donation of 1998 KME Fire Engine - VIN1K9AF4287WN058753 and 1998 Fire Engine - VIN1K9AF4287WN058754 and transfer to SBCCD for use by the CHC Fire Academy c. Approve contract with Ray Ashworth to prepare audit and tax returns for fiscal year ending June 30, 2020. Motion to approve made by: Amy Minjares Motion seconded by: Mark Snowwhite Motion was unanimously approved.	
New Business	Approve proposed 2020-2021 budget. Motion to approve made by: Mark Snowwhite Motion seconded by: Barb Smith Motion was unanimously approved. Approve Linda Roberts-Ross as a new Foundation Director to term expiring June 30, 2023. Motion to approve made by: Denise Allen Motion seconded by: Mark Snowwhite Motion was unanimously approved. Approve re-election of Directors to 3-year terms – expiring June 30, 2023 <ul style="list-style-type: none"> • Donna Ferracone • David Raley • Mike Smith 	

	<ul style="list-style-type: none"> • June Yamamoto • Ray Casey <p>Motion to approve made by: Keith Wurtz Motion seconded by: Anthony Abate Motion was unanimously approved.</p> <p>Approve election of officers:</p> <ul style="list-style-type: none"> • President – William M. Nassar • Vice President – Sam Irwin • Secretary – Dr. Kevin Horan • Chief Financial Officer – Mike Strong <p>Motion to approve made by: Keith Wurtz Motion seconded by: Billy Lindsay Motion was unanimously approved.</p> <p>Approve designated signers on Foundation accounts, any TWO of which will be required to transact Foundation business:</p> <ul style="list-style-type: none"> • Dr. Kevin Horan • Mike Strong • William M. Nassar <p>Motion to approve made by: Mark Snowwhite Motion seconded by: June Yamamoto Motion was unanimously approved.</p> <p>Approved appointment of Jake Fuller, New Student Senate President. Approved appointment of Brandi Bailes, New Academic Senate President.</p> <p>Approve committee membership appointment for 2020-2021 Motion to approve made by: June Yamamoto Motion seconded by Amy Minjares Motion was unanimously approved.</p>	
<p>Brief Reports</p>	<p>Gala Committee Update – Amy Minjares, Chair</p> <ol style="list-style-type: none"> a. The committee met on 6-4-20 and discussed the pros and cons for holding a gala this year. After much discussion regarding how we could hold gala with social distancing and the campus is closed, it was determined to cancel the gala for this year. b. Michelle and Carrie to talk to sponsors and board members who have already contributed for the gala. Letters and phone calls to ask if they want a refund or carry over to next gala. <p>Budget Update as of 5/31/20 – Mike Strong</p> <ol style="list-style-type: none"> a. Mike reviewed the 2019-20 budget report’s revenue and expenses as of 5/31/2020. Expenses and revenue b. We are planning to write off \$38,000 of the artwork by 6/3/20. c. The investment committee met and recommended leaving a balance of \$150,000 in the checking account and investing the balance. They agreed to take 20% each month to invest and we just wrote the second check for \$34,000.00 to the Merrill Lynch investment. <p>Investment Update – Mike Strong</p> <ol style="list-style-type: none"> a. The fund balances dipped due to Covid-19, but have been climbing back and we have seen a gradual increase monthly 	

	<p>since the trough in March 2020. We are almost back to our January balances.</p> <p>b. Will need another meeting in a month or so to review investment progress since April 2013 inception net of management fees.</p> <p>College Update – Kevin Horan</p> <p>a. The District made a decision to remain remote for summer and fall term except for Allied Health and Fire Academy. Possibly lab based classes will be in person.</p> <p>b. CHC will begin swim training classes the last week in June and open the pool on July 6, 2020, to community groups,.</p> <p>c. CCCAA will be making a decision on July 17 regarding athletics. They are leaving the decisions up to the colleges whether they will participate in sports. The likely plan would be to move non-contact sports like swimming to fall semester and move contact sports like water polo to spring (switching semesters).</p> <p>d. The State budget is in a holding pattern. While the legislature passed a temporary budget, the governor may change it. We have a hiring freeze on vacant positions currently in place.</p> <p>Development Committee Update – Michelle Riggs</p> <p>a. We have received a new grant, Growing Inland Achievement, for \$10,000 to help students with emergency funds. We are providing grants to students up to \$500.00 to help with emergency funding. Some have lost employment or reduced employment and are struggling. We get 1-2 applications per day which is vetted through the Student Success Office in the Student Services department and then they come to us. We need to continue to raise additional monies for these students.</p> <p>b. Michelle dropped off two checks this week for emergency funds to a couple of paramedics. One specifically was in a car accident a few months ago. We have a donor who has established a fund set aside specifically for paramedic students. We were able to give her \$3,500 to purchase a car. She is in the portion of the program with clinicals and field internships. Her training location is 75 miles from her home and it was impossible to continue without this donor.</p> <p>c. Because there will be no gala this year, we will be unable to support students to the level of the past and are looking for alternate ways to help our students.</p> <p>d. In the past we asked foundation directors to complete the individual assessment and affiliations forms each year. This year we are asking you to review the individual assessment as a self reflective tool and not to turn them in. You determine if you are meeting your goals as a board member or maybe another role works out better for you. We are still interested in receiving the affiliations information and you can simply send an email in lieu of filling out the form. This information is extremely helpful when applying for grants because this shows our foundation director, what organizations they are affiliated with and shows our engagement and service in our community.</p> <p>e. Many grants ask how many of the foundation directors are donors. Out of the 22 elected foundation directors, 82% are members of President's Circle and four are not which represents 18%.</p>	
Announcements	None	
Adjournment	Motion to adjourn made by: Mark Snowwhite	

	Second by: Brandi Bailes Adjourned at: 4:50 pm	
Next Board Meeting	December 17 th , 2020, 4:00pm – 5:30pm Location: LRC-226, Crafton Hills College (possibly via zoom)	