

**CHC Foundation  
Board of Directors Annual  
Meeting**

**Thursday June 16, 2022  
Crafton Hills College – LRC-226**

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Phong Nguyen (Pres) | <input type="checkbox"/> Damian Garcia         | <input type="checkbox"/> Mike Smith              | <input type="checkbox"/> Brandice Mello - CS Pres  |
| <input type="checkbox"/> Amy Minjares (VP)   | <input type="checkbox"/> Gloria Harrison       | <input type="checkbox"/> Mark Snowwhite          | <input type="checkbox"/> Madeleine Boone - SS Pres |
| <input type="checkbox"/> Kevin Horan (Sec)   | <input type="checkbox"/> Sam Irwin             | <input type="checkbox"/> Lillian Vasquez         | <input type="checkbox"/> Carrie Audet              |
| <input type="checkbox"/> Mike Strong (CFO)   | <input type="checkbox"/> William Nassar        | <input type="checkbox"/> Robert Visconti         | <input type="checkbox"/> Ericka Paddock            |
| <input type="checkbox"/> Denise Allen        | <input type="checkbox"/> Tommi Ng              | <input type="checkbox"/> Greg Wessels            | <input type="checkbox"/> Michelle Riggs            |
| <input type="checkbox"/> Ray Casey           | <input type="checkbox"/> Rosaura Solis-Parsons | <input type="checkbox"/> Leslie Wessels          | <input type="checkbox"/> Delmy Spencer             |
| <input type="checkbox"/> Wynona Duvall       | <input type="checkbox"/> Col. David E. Raley   | <input type="checkbox"/> June Yamamoto           | <input type="checkbox"/> Keith Wurtz               |
| <input type="checkbox"/> Donna Ferracone     | <input type="checkbox"/> Barbara Smith         | <input type="checkbox"/> Brandi Bailes - AS Pres | <input type="checkbox"/>                           |

TOPIC	DISCUSSION	FURTHER ACTION																																																																								
Call to Order	<p>Phong Nguyen, Foundation President – Welcome and opening remarks</p> <ul style="list-style-type: none"> <li>• Thank you to Tommi Ng and Sam Irwin for their service on the CHC Foundation board from June 2013 through June 2022.</li> <li>• Thank you to Denise Allen for her service on the CHC Foundation board from March 2020 through June 2022.</li> </ul>																																																																									
Consent Agenda	<p>The Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Board at one time without discussion. Any member of the Board, staff member or guest in attendance may request that any item be removed from this section and considered individually to allow discussion.</p> <p>a. Approve Minutes of the 3-3-22 meeting.</p> <p>b. Accept donations \$2,500 and above:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 35%;">Contact</th> <th style="width: 35%;">Memo/Desc.</th> <th style="width: 15%;">Amount</th> </tr> </thead> <tbody> <tr><td>3/8/22</td><td>Michael Orland Estate</td><td>Orland Scholarship</td><td>\$75,000.00</td></tr> <tr><td>3/11/22</td><td>Raymond Pryke Foundation</td><td>Honors' Scholarship</td><td>\$30,000.00</td></tr> <tr><td>4/15/22</td><td>Richard &amp; Theresa Larsen</td><td>Larsen Accounting Schol</td><td>\$21,000.00</td></tr> <tr><td>4/5/22</td><td>SBCCD/IEHP</td><td>EOPS</td><td>\$15,000.00</td></tr> <tr><td>3/15/22</td><td>CHC Fire Academy</td><td>Fire Academy Fundraiser</td><td>\$7,710.00</td></tr> <tr><td>3/02/22</td><td>Erickson Hall Construction</td><td>Gala Sponsor</td><td>\$5,000.00</td></tr> <tr><td>3/3/22</td><td>William &amp; Paula Ahlborn</td><td>Ahlborn Endowment</td><td>\$5,000.00</td></tr> <tr><td>3/9/22</td><td>DLR Group</td><td>Endowment Fund</td><td>\$5,000.00</td></tr> <tr><td>3/31/22</td><td>Bill Wherritt</td><td>Gala Sponsor</td><td>\$5,000.00</td></tr> <tr><td>4/15/22</td><td>SoCal Gas</td><td>Gala Sponsor</td><td>\$5,000.00</td></tr> <tr><td>4/17/22</td><td>Elaine S. Rosen</td><td>Gala Sponsor</td><td>\$5,000.00</td></tr> <tr><td>3/15/22</td><td>CHC Fire Academy</td><td>Fire Academy Fundraiser</td><td>\$4,080.00</td></tr> <tr><td>2/5/22</td><td>Aravind Batra</td><td>Gala Sponsor</td><td>\$2,500.00</td></tr> <tr><td>2/5/22</td><td>Geoffrey Bachanas</td><td>Gala Sponsor</td><td>\$2,500.00</td></tr> <tr><td>3/29/22</td><td>W. E. O'Neil Const. Co of CA</td><td>Gala Sponsor</td><td>\$2,500.00</td></tr> <tr><td>3/31/22</td><td>Shannon Stewart</td><td>Gala Sponsor</td><td>\$2,500.00</td></tr> <tr><td>4/7/22</td><td>IECF</td><td>Gala Sponsor</td><td>\$2,500.00</td></tr> </tbody> </table>	Date	Contact	Memo/Desc.	Amount	3/8/22	Michael Orland Estate	Orland Scholarship	\$75,000.00	3/11/22	Raymond Pryke Foundation	Honors' Scholarship	\$30,000.00	4/15/22	Richard & Theresa Larsen	Larsen Accounting Schol	\$21,000.00	4/5/22	SBCCD/IEHP	EOPS	\$15,000.00	3/15/22	CHC Fire Academy	Fire Academy Fundraiser	\$7,710.00	3/02/22	Erickson Hall Construction	Gala Sponsor	\$5,000.00	3/3/22	William & Paula Ahlborn	Ahlborn Endowment	\$5,000.00	3/9/22	DLR Group	Endowment Fund	\$5,000.00	3/31/22	Bill Wherritt	Gala Sponsor	\$5,000.00	4/15/22	SoCal Gas	Gala Sponsor	\$5,000.00	4/17/22	Elaine S. Rosen	Gala Sponsor	\$5,000.00	3/15/22	CHC Fire Academy	Fire Academy Fundraiser	\$4,080.00	2/5/22	Aravind Batra	Gala Sponsor	\$2,500.00	2/5/22	Geoffrey Bachanas	Gala Sponsor	\$2,500.00	3/29/22	W. E. O'Neil Const. Co of CA	Gala Sponsor	\$2,500.00	3/31/22	Shannon Stewart	Gala Sponsor	\$2,500.00	4/7/22	IECF	Gala Sponsor	\$2,500.00	
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	4/14/22	Elaine S. Rosen	Emergency Funds	\$2,500.00	
	4/29/22	Beaver Medical Group LP	Gala Sponsor	\$2,500.00	
	<p>c. Accept all signed and updated conflict of interest and whistleblower forms from foundation directors.</p> <p>d. Approve contract for audit and 990 preparation FY end 6-30-22 with Ray Ashworth.</p> <p>e. Artwork to be depreciated at \$64,000 in 21-22 FY and \$64,000 in 22-23 FY.</p>				
Updates	<p>a. Crafton Hills College- Kevin Horan</p> <p>b. Development Update – Michelle Riggs</p> <ul style="list-style-type: none"> <li>• San Manuel Grant</li> </ul>				
Continuing Business					
New Business – Each item requires motion of approval individually.	<p>a. Financial update – Mike Strong</p> <ul style="list-style-type: none"> <li>• Budget - Consideration to adopt proposed 2022-2023 budget. Action Needed</li> <li>• Investment – Consideration to approve investment report. Action Needed</li> </ul> <p>b. Consideration to approve re-election of foundation directors to 3-year terms – expiring June 30, 2025 (may entertain motion to elect full-slate). Action Needed</p> <ul style="list-style-type: none"> <li>• Gloria Macías Harrison</li> <li>• William Nassar</li> <li>• Lillian Vasquez</li> <li>• Phong Nguyen</li> </ul> <p>c. Consideration of election of officers (may entertain motion to elect full slate). Action Needed</p> <ul style="list-style-type: none"> <li>• President – Dr. Phong Nguyen</li> <li>• Vice President – Amy Minjares</li> <li>• Secretary - Dr. Kevin Horan</li> <li>• Chief Financial Officer - Mike Strong</li> <li>• Immediate Past President – William Nassar</li> </ul> <p>d. Consideration of designated signers on foundation accounts, any TWO of which will be required to transact foundation business. Action Needed</p> <ul style="list-style-type: none"> <li>• Dr. Kevin Horan</li> <li>• Mike Strong</li> <li>• Dr. Phong Nguyen</li> </ul> <p>e. Consideration of appointment of Sean Ceballos, new student senate president as foundation director to replace outgoing student senate president Madeleine Boone. Action Needed</p> <p>f. Consideration of committee membership appointment for 2022-2023. Action Needed</p> <p><b>Executive Committee</b> – Phong Nguyen (President), Amy Minjares (Vice President), Kevin Horan (Secretary), Mike Strong (CFO), Bill Nassar (Past-President), Michelle Riggs and Carrie Audet (non-voting members), Add chairs of</p>				

	<p>all sub-committees.</p> <p><b>Development Committee</b> – Mark Snowwhite, Barbara Smith</p> <p><b>Gala Committee</b> – Amy Minjares, Phong Nguyen, Barbara Smith, June Yamamoto</p> <p><b>Scholarship Committee</b> – Donna Ferracone, Wynona Duvall, Ray Casey, Leslie Wessels, Barbara Smith</p> <p><b>Investment Committee</b> – Mike Strong (chair), Amy Minjares, Greg Wessels, Rosaura Parsons</p> <p><b>Alumni Committee</b> – Phong Nguyen, Donna Ferracone, Lillian Vasquez, June Yamamoto, Damian Garcia</p>	
Reports	<ul style="list-style-type: none"> <li>a. Planned Giving – Brent Hunter</li> <li>b. Gala Committee – Amy Minjares</li> <li>c. Scholarship Committee – Donna Ferracone</li> <li>d. Develop Committee – Mark Snowwhite</li> </ul>	
Adjournment	<p>Phong Nguyen, Foundation President – Closing remarks.</p> <ul style="list-style-type: none"> <li>a. Set date for board retreat in September.</li> <li>b. Review calendar of events.</li> </ul>	
Upcoming Dates	Next Full Board Meeting: September 15, 2022, 4 p.m.	