

**CHC Foundation  
Board of Directors Annual  
Meeting**

**Thursday June 15, 2023  
Crafton Hills College – LRC-226**

- |  |  |   |   |
|--|--|---|---|
| <input type="checkbox"/> Phong Nguyen (Pres) | <input type="checkbox"/> William Nassar        | <input type="checkbox"/> Greg Wessels   | <input type="checkbox"/> Michelle Riggs |
| <input type="checkbox"/> Amy Minjares (VP)   | <input type="checkbox"/> Rosaura Solis-Parsons | <input type="checkbox"/> Leslie Wessels | <input type="checkbox"/> Carrie Audet   |
| <input type="checkbox"/> Kevin Horan (Sec)   | <input type="checkbox"/> Celeste Reid          | <input type="checkbox"/> June Yamamoto  | <input type="checkbox"/> Ericka Paddock |
| <input type="checkbox"/> Mike Strong (CFO)   | <input type="checkbox"/> Col. David E. Raley   | <input type="checkbox"/>                | <input type="checkbox"/> Delmy Spencer  |
| <input type="checkbox"/> David Avila         | <input type="checkbox"/> Barbara Smith         | <input type="checkbox"/>                | <input type="checkbox"/> Keith Wurtz    |
| <input type="checkbox"/> Wynona Duvall       | <input type="checkbox"/> Mike Smith            | <input type="checkbox"/>                |   |
| <input type="checkbox"/> Gloria Harrison     | <input type="checkbox"/> Mark Snowwhite        | <input type="checkbox"/>                |   |
| <input type="checkbox"/> John Jones          | <input type="checkbox"/> Lillian Vasquez       | <input type="checkbox"/>                |   |

TOPIC	DISCUSSION	FURTHER ACTION																																								
Call to Order	<p>Phong Nguyen, Foundation President – Welcome and opening remarks</p> <p>a. Thank you to Director Donna Ferracone for her service as a Foundation Director since 4/10/1993. Donna will continue to serve on the Scholarship Committee.</p> <p>b. Thank you to Director Ray Casey for his service as a Foundation Director since 12/7/2017.</p>																																									
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 3-16-23 email.</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%;">Donor</th> <th style="width: 35%;">Memo/Desc.</th> <th style="width: 15%;">Amount</th> </tr> </thead> <tbody> <tr> <td>3/6/23</td> <td>P2S Inc</td> <td>Gala</td> <td>\$2,500</td> </tr> <tr> <td>3/15/23</td> <td>Pepsi</td> <td>Foundation General</td> <td>\$26,859</td> </tr> <tr> <td>3/7/23</td> <td>Shannon Steward</td> <td>Gala</td> <td>\$2,500</td> </tr> <tr> <td>4/6/23</td> <td>Erickson Hall</td> <td>Gala</td> <td>\$2,500</td> </tr> <tr> <td>4/11/23</td> <td>Mark &amp; Jamie Howder</td> <td>Gala</td> <td>\$5,320</td> </tr> <tr> <td>5/10/23</td> <td>Diane Pfahler</td> <td>Scholarships</td> <td>\$7,210</td> </tr> <tr> <td>5/10/23</td> <td>Don Averill</td> <td>Endowed Scholarship</td> <td>\$3,000</td> </tr> <tr> <td>5/16/23</td> <td>Yucaipa Rotary</td> <td>Basic Needs Scholarships</td> <td>\$6,000</td> </tr> <tr> <td>5/25/23</td> <td>Elaine Rosen</td> <td>Endowment Performing Arts</td> <td>\$10,000</td> </tr> </tbody> </table> <p>c. Accept updates to Bylaws.</p> <p>d. Accept signed and updated conflict of interest and whistleblower forms from foundation directors.</p> <p>e. Approve contract for audit and 990 preparation FY end 6-30-2023 with L. Ray Ashworth not to exceed \$18,750.</p> <p>f. Accept gala expenses and revenue report.</p>	Date	Donor	Memo/Desc.	Amount	3/6/23	P2S Inc	Gala	\$2,500	3/15/23	Pepsi	Foundation General	\$26,859	3/7/23	Shannon Steward	Gala	\$2,500	4/6/23	Erickson Hall	Gala	\$2,500	4/11/23	Mark & Jamie Howder	Gala	\$5,320	5/10/23	Diane Pfahler	Scholarships	\$7,210	5/10/23	Don Averill	Endowed Scholarship	\$3,000	5/16/23	Yucaipa Rotary	Basic Needs Scholarships	\$6,000	5/25/23	Elaine Rosen	Endowment Performing Arts	\$10,000	
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New Business  
– Each item requires motion of approval individually.

- a. Financial update – Mike Strong
  - Budget - Consideration to adopt proposed 2023-2024 budget. **Action Needed**
  - Investment – Consideration to approve investment report. **Action Needed**
  
- b. Consideration to approve election of foundation director to 3-year term expiring June 30, 2026. **Action Needed**
  - Chris Markarian
  
- c. Consideration to approve re-election of foundation directors to 3-year terms – expiring June 30, 2026 (may entertain motion to elect full-slate). **Action Needed**
  - Michael Smith
  - June Yamamoto
  - Col David E. Raley
  
- d. Consideration of election of officers (may entertain motion to elect full slate). **Action Needed**
  - President – Dr. Phong Nguyen
  - 1<sup>st</sup> Vice President – Amy Minjares
  - Vice Presidents – David Avila, Wynona Duvall, Barbara Smith, Leslie Wessels, June Yamamoto
  - Secretary - Dr. Kevin Horan
  - Chief Financial Officer - Mike Strong
  
- e. Consideration of appointment of voting directors. **Action Needed**
  - Meridyth McLaren – Academic Senate President
  - Karen Peterson – Classified Senate President
  - Enggie Ocampo – Student Senate President
  
- f. Consideration of committee membership appointment for 2023-2024. **Action Needed**
  - Executive Committee** – Phong Nguyen (President), Amy Minjares (1<sup>st</sup> Vice President), Kevin Horan (Secretary), Mike Strong (CFO), Bill Nassar (Past-President), David Avila, Wynona Duvall, Barbara Smith, Leslie Wessels, June Yamamoto
  - Development Committee** – Mark Snowwhite, Barbara Smith
  - Events Committee** –Phong Nguyen, Barbara Smith, June Yamamoto, Amy Minjares, John Jones
  - Scholarship Committee** –Leslie Wessels (Chair), Wynona Duvall, Barbara Smith, Donna Ferracone
  - Finance Committee** – Mike Strong (Chair), Amy Minjares, Greg Wessels,

	<p>Rosaura Parsons, David Raley</p> <p><b>Alumni Committee</b> – Phong Nguyen, Lillian Vasquez, Mike Smith, June Yamamoto, Celeste Reid</p>	
Reports	<p>a. College Update – Kevin Horan</p> <p>b. Development Update – Michelle Riggs</p> <p>c. Feasibility Study Update – Kevin and Michelle</p>	
Adjournment	<p>Phong Nguyen, Foundation President – Closing remarks.</p> <p>a. Review calendar of events.</p> <p>6/22 9:00 a.m. – Retiree Brunch</p> <p>6/28 8:30 a.m. – Campus Tour</p> <p>6/29 8:30 a.m. – Campus Tour</p> <p>8/10 9:00 a.m. – Scholarship Reception</p> <p>8/25 6:00 p.m. – Paramedic Graduation</p>	
Upcoming Dates	<p>Next Full Board Meeting:</p> <p><b>Extended Board Retreat -- September 21, 2023 – 4:00 p.m. – 7:00 p.m.</b></p> <p>Dinner will be served.</p> <p>AGENDA: Review Progress on Strategic Plan and Adopt new Strategic Plan</p> <p>Next year's dates – please mark your calendars.</p> <ul style="list-style-type: none"> <li>• 12-7-23 4:00 – 5:30 p.m. Board meeting</li> <li>• 3-7-24 4:00 – 7:00 p.m. Extended Board meeting. Dinner will be served.</li> <li>• 4-18-24 5:30 – 8:00 p.m. Annual Fundraiser</li> <li>• 6-20-24 4:00 – 5:30 p.m. Board meeting</li> </ul>	