

**CHC Foundation
Board of Directors Meeting
MINUTES**

**Thursday December 7, 2023
4:00-5:00 p.m.
Crafton Hills College – PSAH 103**

- | | | | |
|-------------------------------------|-----------------------|------------------------------|------------------|
| ■ Phong Nguyen (Pres) | ■ Mike Strong (CFO) | ■ Mark Snowwhite | ■ Michelle Riggs |
| ■ Amy Minjares (1 st VP) | □ Gloria Harrison | ■ Rosaura Solis-Parsons | ■ Carrie Audet |
| ■ David Avila (VP) | □ John Jones | □ Lillian Vasquez | ■ Brent Hunter |
| ■ Wynona Duvall (VP) | ■ Chris Markarian | ■ Greg Wessels | □ Ericka Paddock |
| □ Barbara Smith (VP) | □ William Nassar | ■ Meridyth McLaren (AS Pres) | □ Delmy Spencer |
| ■ Leslie Wessels (VP) | □ Col. David E. Raley | □ Karen Peterson (CS Pres) | □ Keith Wurtz |
| ■ June Yamamoto (VP) | ■ Celeste Reid | ■ Enggie Ocampo (SS Pres) | □ |
| ■ Kevin Horan (Sec) | □ Mike Smith | □ | □ |

TOPIC	DISCUSSION	FURTHER ACTION																
Call to Order	<p>Meeting called to order by Dr. Phong Nguyen, Foundation President at 4:01 p.m.</p> <p>Brent Hunter announced that Alumni of the Year 2022, Paul Barich, will be bringing a check for 25,000 for a fire academy scholarship this year and another \$25,000 next December as well.</p>																	
Consent Agenda	<p>Consent Agenda:</p> <ol style="list-style-type: none"> Approve minutes of the 09-21-23 meeting. Approve contract for Brent Hunter to continue consulting services for Planned Giving. Accept donations \$2,500 and above: <table border="1" data-bbox="423 1213 1427 1409"> <thead> <tr> <th>Date</th> <th>Donor</th> <th>Fund</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>9/22/23</td> <td>Gas Company</td> <td>Fire Academy Endowment</td> <td>\$5,000</td> </tr> <tr> <td>11/21/23</td> <td>Elaine Rosen</td> <td>PAC Endowment</td> <td>\$5,000</td> </tr> <tr> <td>12/1/23</td> <td>GM Business Interiors</td> <td>Gala</td> <td>\$2,500</td> </tr> </tbody> </table> <p>Motion to approve made by: David Avila Motion seconded by: Enggie Ocampo Motion was unanimously approved.</p>	Date	Donor	Fund	Amount	9/22/23	Gas Company	Fire Academy Endowment	\$5,000	11/21/23	Elaine Rosen	PAC Endowment	\$5,000	12/1/23	GM Business Interiors	Gala	\$2,500	
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New Business	<ol style="list-style-type: none"> Approve Audit and 990s for fiscal year end 06-30-23. Mike Strong indicated the Finance Committee received the audit and 990s on Sunday. The Finance Committee needs time to further review before we can approve the audit and 990s. They have asked the auditor to make some changes based on the feedback received so far. Mike asked for any additional thoughts or concerns today. He will incorporate those comments, send the 990s and Audit back out to you in an email to approve via email and we can move forward and post it. 																	

New Business
(Continued)

Michelle indicated that she would like the scheduling for the Finance committee to be one month before each Foundation board meeting so they can review budgets and investments. In the past they only met as needed. This will give consistency. The next Board meeting is in March so the Finance Committee would need to meet in February.

Motion for further review of the audit by the Finance Committee and delay approval made by: David Avila

Motion seconded by: Mike Strong

Motion was unanimously approved.

b. Approve Mission, Vision and Values

The board worked on these at the Board Retreat in September and was reviewed several times by the Executive Committee and statements were drafted. They were read by Michelle Riggs.

Chris Markarian asked that we possibly shorten or reorder the Values as it spells out ISCIS if you use an acronym. Everyone agreed.

Meridyth asked how the Foundation was going to provide an inclusive and equitable educational environment for students. It was agreed to remove the word "provide" and replace it with "support". After further discussion it was agreed to rewrite to:

Student-Centeredness: Foster an inclusive and equitable educational environment with the necessary resources to support students' individual needs.

Re-write Inclusivity and remove the word "foster":

Inclusivity: Encourage an inclusive and respectful environment that embraces and respects the differences among individuals to create a stronger and more equitable organization.

Motion to accept the Mission, Vision and Values with these changes and rearrange the Values statements made by: Chris Markarian.

Motion was seconded by: Mark Snowwhite

Motion was unanimously approved.

<p>Committee Reports</p>	<p>a. Alumni – Celeste Reid She has scheduled a Sneak a Peek for the Fire Academy alumni group on Tuesday 12-12-23 that will include pizza, brews, gifts and challenge coins. Also extended invitations to local fire captains and police chiefs.</p> <p>Working on a nonevent by utilizing a social media campaign called “Show your love for CHC”. She is asking people to provide short videos. She has a QR code to allow you to share your story.</p> <p>We are supporting the theater alumni and theater group in April for the performance of Legally Blonde on 4-25-24 which one night is “pay what you can” and we are asking that you invite people to this performance. We have found that people pay more than the cost of the ticket when they “pay what you can”.</p> <p>Nominations are open for the Outstanding Alumni of the Year for next year’s Gala.</p> <p>b. Annual Fundraiser – Barbie Smith Barbie was sick and Michelle gave the report. Our Gala will be on April 18, 2024, 5:30-8:30 Thursday in the engine bay at the fire academy. We are looking for sponsorships, auction items and raffle items. There will be food stations, live auction, Darren will be the auctioneer and the Outstanding Alumni 2024 will be recognized.</p>	
<p>Reports</p>	<p>a. Crafton Hills College- Kevin Horan Kevin shared we are still on the path of enrollment recovery since COVID. We are 26% above the same time last year and we have doubled our increase from same time last year.</p> <p>One Book-One College program is in its’ fourth year. Our book this year is “They Called us Enemy” by George Takai and we have booked George Takai to come to campus on 04-09-24. The college is paying his fee but the Foundation will be paying for his car service. The Foundation also has given out prize money in past years for essay contests for students.</p> <p>In our feasibility study one of the areas of focus for us has been our performing arts program. For the first year we have made submissions to KCACTF (Kennedy Center American College Theater Festival) and have been invited to submit a scene from “The Importance of Being Earnest”. Three students have been nominated for the Irene Ryan Acting Scholarship. This is also something that has been supported by President’s Circle members.</p> <p>Respiratory Care Bachelors of Science program will have its first cohort in January and we already have 12 people signed up.</p>	

	<p>b. Financial Update – Mike Strong Mike shared several financial report documents including a Finance Summary Report showing our increase in assets over the last ten years.</p> <p>The Audit Report indicates the unmodified opinion with no findings. However, we have some recommendations to improve the reconciliation of net assets. The Financial Committee will review.</p> <p>The Investment reports reflect the market had the best November in the last 30 years. The gains offset all unrealized losses incurred since July 2023. Overall, a net gain of \$32,849.</p> <p>The budget shows over \$1 million dollars of revenue thus far this year. The largest expense is scholarships and we have given out over \$146,000 this year. Our net income is \$780,153. An historical summary of the Merrill Lynch investment was distributed.</p> <p>Chris Markarian asked that future budget reports change the net income color from green to yellow.</p>	
Upcoming Dates	<p>a. 12/12/23 – PSTC Alumni Sneak Peek, 4:00 p.m., Lot I b. 12/14/23 – Respiratory Graduation, 5:00 p.m., PAC c. 12/15/23 – Fire Academy Graduation, 6:00 p.m., PAC d. 01/12/24 – PSTC Grand opening! 10:30 a.m., Lot I e. 01/19/24, Paramedic Graduation, 6:00 p.m., PAC f. 03/07/24 – Full Board Retreat, 4-7:00 p.m., LRC 226 g. 04/09/24 – George Takei Campus Visit, TBD h. 04/18/24 – Fundraising Gala, 5:00 p.m. Fire Academy</p> <p>Michelle said the graduation ceremonies are included above and the Foundation Board is invited to attend. We give out scholarships at these events. If you want to attend, let Carrie or Michelle know and they will save you a seat.</p>	
Adjournment	<p>Dr. Nguyen gave closing remarks.</p> <p>Carrie Audet announced we another President’s Circle member as of today. We are up to 125 members.</p> <p>Chris Markarian said he is sponsoring a program to provide free Lyft rides on Christmas Eve for parties in Yucaipa.</p> <p>Board meeting was adjourned at 4:50 p.m. The President’s Circle Champagne Toast at the new Public Safety Training Center will commence at 5:00 p.m.</p>	
Next Board Meeting	March 7, 2024, at 4:00 p.m., LRC 226	

