

<b>CHC Foundation Board of Directors Meeting MINUTES</b>		<b>Thursday September 5, 2024 4:00-5:30 p.m. Crafton Hills College – LRC 226</b>	
<ul style="list-style-type: none"> <li>■ Phong Nguyen (Pres)</li> <li>■ Amy Minjares (1<sup>st</sup> VP)</li> <li>■ David Avila (VP)</li> <li>■ Wynona Duvall (VP)</li> <li>■ Barbara Smith (VP)</li> <li>■ Leslie Wessels (VP)</li> <li>□ June Yamamoto (VP)</li> <li>■ Kevin Horan (Sec)</li> </ul>		<ul style="list-style-type: none"> <li>■ Mike Strong (CFO)</li> <li>■ James Cortz</li> <li>■ Alicia Gyllenhammer</li> <li>■ Gloria Harrison</li> <li>■ Chris Markarian</li> <li>□ William Nassar</li> <li>■ Robert Pettiford</li> <li>■ Celeste Reid</li> </ul>	
		<ul style="list-style-type: none"> <li>■ Rich Sessler</li> <li>□ Mike Smith</li> <li>■ Mark Snowwhite</li> <li>■ Rosaura Solis-Parsons</li> <li>■ Lillian Vasquez</li> <li>■ Greg Wessels</li> <li>□ Meridyth McLaren (AS Pres)</li> <li>■ Karen Peterson (CS Pres)</li> </ul>	
		<ul style="list-style-type: none"> <li>■ Michelle Riggs</li> <li>■ Carrie Audet</li> <li>■ Brent Hunter</li> <li>□ Ericka Paddock</li> <li>□ Delmy Spencer</li> <li>□ Keith Wurtz</li> <li>■ Thalia Radillo (SS Pres)</li> </ul>	
TOPIC	DISCUSSION		FURTHER ACTION
Call to Order	<p>Meeting called to order by Dr. Phong Nguyen, Foundation President at 4:00 p.m.</p> <p>Dr. Nguyen asked that all board members introduce themselves as we have three new board members up for consideration of appointment.</p>		
New Business	<p>James Cortz: Came to campus to see George Takei and heard all about the mission and foundation and was something he wanted to be a part of. He is Chief Technology Officer for Redlands Unified School District. Former principal of Moore Middle school. Started a non-profit organization based on early childhood literacy called Readers Rising.</p> <p>Robert Pettiford: Introduced by Wynona. He is a Managerial Consultant for Kaiser Permanente. He runs the new member on-boarding experience. He is on the Library Commission with Wynona Duvall and on the advisory board for Yucaipa High School with Chris Markarian.</p> <p>Alicia Gyllenhammer: Introduced by Rich Sessler. She is an alumni of CHC and has worked over 15 years in fundraising. She currently works at Mansion Memories out of the Burrage Mansion in Redlands. She has worked for City of Hope and American Cancer Society and has raised millions of dollars. She is in Sunrise Rotary in Redlands and currently president-nominee.</p> <p>A. Consideration to appoint James Cortz Foundation Director with term expiring 6/30/2026. Appoint James to the Scholarship Committee.</p> <p>B. Consideration to appoint Robert Pettiford Foundation Director with term expiring 6/30/2026.</p> <p>C. Consideration to appoint Alicia Gyllenhammer Foundation Director with term expiring 6/30/2026.</p> <p>Motion to approve made by Chris Markarian.</p> <p>Motion seconded by Mark Snowwhite.</p> <p>Motion was unanimously approved</p>		

Ice Breaker	Leslie Wessels kicked off the meeting by providing a list of past employments (first paid job) and you are the guess which board member to match them to.																																	
Presentation	<p>Charitable Gift Annuities - Brent Hunter</p> <ul style="list-style-type: none"><li>• A charitable gift annuity is a special version of an annuity.</li><li>• You need a license to offer charitable gift annuity</li><li>• We work with Community College League of California (they are licensed).</li><li>• 5% administrative fee at the back end by CCLC</li><li>• Very competitive, tax advantages and low costs.</li><li>• Guaranteed fixed amount for the rest of your life. You put an amount into the annuity and based on the formula you would get a monthly check (guaranteed income) for the rest of your life. At the end of your life, the unused amount goes to the Foundation.</li><li>• On average whatever the initial investment is, the foundation yields about 50% at end of life. The rates are set by the American Council on Gift Annuities. Rates are based on age.</li><li>• You can also have a gift agreement with the Foundation to tell them how to use the money when the gift is realized.</li><li>• There are two ways to fund a CGA:<ul style="list-style-type: none"><li>➤ Can write a check</li><li>➤ Can give marketable securities (appreciated stock)</li></ul></li><li>• You get a charitable deduction for appreciation of stock (if that is what you give) and a by-pass for the same amount in capital gains, income tax deduction and a significant portion of quarterly payments are tax exempt.</li><li>• If your fund runs out of money (due to living a very long life), the CCLC will continue to pay you the quarterly payments until the end of your life.</li></ul>																																	
Consent Agenda	<p>Consent Agenda:</p> <p>a. Approve minutes of the 6-6-24 meeting.</p> <p>b. Approve and adopt Scholarship Policy.</p> <p>c. Accept donations \$2,500 and above:</p> <table><tr><th>Date</th><th>Donor</th><th>Fund</th><th>Amount</th></tr><tr><td>5/23/24</td><td>Bank of America</td><td>First Responders</td><td>\$15,000</td></tr><tr><td>5/30/24</td><td>SBCCD</td><td>Gala</td><td>\$5,000</td></tr><tr><td>5/30/24</td><td>NBRC</td><td>Respiratory Scholarships</td><td>\$10,000</td></tr><tr><td>6/12/24</td><td>Pepsi</td><td>General</td><td>\$11,758</td></tr><tr><td>6/20/24</td><td>Gloria Harrison</td><td>Various</td><td>\$10,000</td></tr><tr><td>7/12/24</td><td>Foundation CCC</td><td>Scholarships/emergency funds</td><td>\$125,000</td></tr><tr><td>7/24/24</td><td>JBAY</td><td>EOPS</td><td>\$2,500</td></tr></table>	Date	Donor	Fund	Amount	5/23/24	Bank of America	First Responders	\$15,000	5/30/24	SBCCD	Gala	\$5,000	5/30/24	NBRC	Respiratory Scholarships	\$10,000	6/12/24	Pepsi	General	\$11,758	6/20/24	Gloria Harrison	Various	\$10,000	7/12/24	Foundation CCC	Scholarships/emergency funds	\$125,000	7/24/24	JBAY	EOPS	\$2,500	
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	<p>Motion to approve made by: Mark Snowwhite</p> <p>Motion seconded by: David Avila</p> <p>Motion was unanimously approved.</p>	
Committee Reports	<p>a. Alumni – Celeste</p> <ul style="list-style-type: none"> <li>• They are meeting quarterly.</li> <li>• They have planned two events for this year.</li> <li>• The performing arts center opening ceremony. Will do a sneak-a peek in May. Open to everyone.</li> <li>• Possibly a BBQ on a Friday for a second get-together for the fire fighters, fire chiefs, EMTs, paramedics. Do an annual event since the sneak-a-peek was so successful last year for the training center.</li> <li>• They participated in the Roadrunner Rally this year at CHC. This allowed the Foundation to create a presence, remind people of alumni opportunities and being a part of the Foundation.</li> <li>• Reaching out with an email campaign effort. They have crafted some emails and contents to start connecting with alumni at specific dates such as one year after graduation we have crafted an email says congratulations it's been a year; Crafton is still here for you. Emails for five years, ten years, etc.</li> </ul> <p>b. Finance – Mike</p> <ul style="list-style-type: none"> <li>• Provided a snapshot of both the balance sheet as of June 30, 2024, and Profit and Loss statement for the period of July 2023-June 2024.</li> <li>• We have been building the assets of the Foundation for many years. Since 2013 from \$350,000 in assets to \$7,778,939.81.</li> <li>• On our Profit and Loss for the period of July 2023-June 2024: <ul style="list-style-type: none"> <li>➤ Total income \$3,292,491.07</li> <li>➤ Total expenses \$1,650,489.89</li> <li>➤ Total Net Income \$1,641,102.62</li> </ul> </li> <li>• We gave out over \$250,000 in scholarships and \$127,442.54 in specialized training which is an expense from the grant we received from San Manual to support our fire program.</li> <li>• Merrill Lynch <ul style="list-style-type: none"> <li>➤ Over the years we have had several donors that have asked to endow funds for the perpetual benefit of students at Crafton Hills. We have taken those funds and partnered with Merrill Lynch as our investment advisor/portfolio manager.</li> <li>➤ For the performance period of 03-25-13 to 6-30-24: <ul style="list-style-type: none"> <li>Interest/dividends \$676,275</li> <li>Appreciation \$1,149,523</li> <li>Closing Balance \$5,766,211</li> </ul> </li> </ul> </li> </ul>	

<p>Reports</p>	<p>a. Crafton Hills College – Kevin Horan</p> <p>Very exciting start to our fall semester. We stated the semester (week one) 100 FTES over our Fall enrollment target. This is an incredible accomplishment. That equates to \$6,000 in revenue from the state for each FTES in apportionment. We are getting back to our pre-COVID enrollment. Hopefully we will hit that by the end of this year.</p> <p>Parking is a struggle again on campus. This is a good sign.</p> <p>Embedded in our Educational Master Plan we have specific goals to increase enrollments in certain student demographics and we have been achieving that. It isn't that we are simply going up in enrollment, but we have a 16% increase in our African/American black students and a 6% increase in Hispanic/Latin X students in this enrollment cycle. We have had a lot of intentional outreach activities taking place and thrilled with these outcomes.</p> <p>This fall we are beginning the process of going through the Program Viability step for a licensed vocational nurse program. This will be going through our Academic Senate starting this fall and the intention is to be able to enroll students in about 18-24 months from when we complete this process. This program is in very high demand, and we will be helping the region with this program.</p> <p>We had a very successful transfer event. This was a new event for us and we partnered with CSUSB and our Transfer Center. We did an on-the-spot admission program. We had 45 Crafton students get admitted to CSUSB on the spot on the day of the event and they will all start in the Spring.</p> <p>We have realized that our students are dealing with mental health issues that we haven't experienced before, and it is becoming more prominent on campus. We are in the process of reorganizing our Health and Wellness Center. The students a long time ago voted to tax themselves and create a health fee. Over the COVID period, the state started allocating to us additional categorical dollars for enhanced mental health services. We have had some retirements in our Health and Wellness Centers at both SBVC and CHC so we will be taking to the board a new job description and we will be launching a revitalized Health and Wellness Center with emphasis on mental health designed to have intentional outreach to our first responders student population, intentional outreach to our veterans population and student athletes and other identified populations with higher incidences of mental health issues. In addition, we will provide staff development to faculty, classified and managers on how to work with and identify students who are experiencing mental health issues with the goal of helping to retain students at Crafton Hills College.</p>	
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	<p>Thalia Radillo, Student Senate President, indicated that Crafton is offering twelve sessions through Timely Care which is a 24-hour additional service to a licensed therapist.</p> <p>We have been pursuing a bachelor's degree in paralegal studies. We started the process. However, the state informed us that we must have an associate degree in paralegal studies established before we can pursue the bachelor's degree. This has set us back a little. It is still a viable program, there is a workforce demand for this degree, and we are still pursuing it.</p>	
Upcoming Dates	<p>Next full Board Meeting – Thursday, 12-5-24 at 4:00 p.m.</p> <p>Other campus Events:</p> <ul style="list-style-type: none"> <li>• 09-10-24 at 4:30 p.m. – STEM/MESA Open House, STEM Center</li> <li>• 09-19-24 at 5:30 p.m. – Redlands Chamber Mixer, PSTC. This is a happy hour event where we are bringing community members from the Redlands Chamber to learn more about our programs. Meet and mingle event.</li> <li>• In the past we named a patio outside of Canyon Hall for Bill and Paula Ahlborn. Bill had his 98<sup>th</sup> birthday party there a couple of years ago. Now Paula is turning 90 and she is having her birthday party here on Saturday, 10-5-24 at 2:00 p.m.</li> <li>• Gala will now be in the fall. Next Gala is 10-16-25.</li> </ul> <p>Flyers on the back table for Foundation members to take to any service club meetings to spread the word about CHC:</p> <ul style="list-style-type: none"> <li>• Pay it forward campaign. Fundraiser to offset the cost for our fire academy cadet's endowment.</li> <li>• Sponsor a seat at the new Performing Arts Center. The building will be opening in June 2025.</li> <li>• President's Circle</li> </ul> <p>Announcements:</p> <p>David Avila: Remind everyone that next week we will be celebrating Patriots Day on 09-11-24 for the tragic events on 09-11. We have at least four people in this room associated with public safety and a number of veterans. Please remember them for not what we do but what we would do for America.</p> <p>Chris Markarian: There is a 1% tax increase proposal in the City of Yucaipa. If it doesn't pass, they will close Fire Station 2 on Yucaipa Boulevard and eliminate 5-7 deputy positions.</p>	
Adjournment	<p>a. Phong Nguyen, Foundation President – Closing remarks.</p> <p>b. Meeting was adjourned at 5:25 p.m.</p>	