

**CHC Foundation
Board of Directors Meeting**

**Thursday June 4, 2026
Crafton Hills College – Barbara L.
Smith Event Center**

- | | | |
|---|---|--|
| <input type="checkbox"/> Amy Minjares (Pres) | <input type="checkbox"/> Ryan Holloway | <input type="checkbox"/> Jared Shaw (SS Pres) |
| <input type="checkbox"/> Wynona Duvall (1 st VP) | <input type="checkbox"/> Alicia Gyllenhammer | <input type="checkbox"/> Michelle Riggs |
| <input type="checkbox"/> David Avila (VP) | <input type="checkbox"/> Chris Markarian | <input type="checkbox"/> Carrie Audet |
| <input type="checkbox"/> James Cortz (VP) | <input type="checkbox"/> Colin Northcutt | <input type="checkbox"/> Cinthia Calderon-Cruz |
| <input type="checkbox"/> Barbara Smith (VP) | <input type="checkbox"/> Rich Sessler | <input type="checkbox"/> Jenny Cunvong |
| <input type="checkbox"/> Leslie Wessels (VP) | <input type="checkbox"/> Mike Smith | <input type="checkbox"/> Brent Hunter |
| <input type="checkbox"/> June Yamamoto (VP) | <input type="checkbox"/> Mark Snowwhite | <input type="checkbox"/> Ericka Paddock |
| <input type="checkbox"/> Kevin Horan (Sec) | <input type="checkbox"/> Rosaura Solis-Parsons | <input type="checkbox"/> Delmy Spencer |
| <input type="checkbox"/> Mike Strong (CFO) | <input type="checkbox"/> Lillian Vasquez | <input type="checkbox"/> Keith Wurtz |
| <input type="checkbox"/> Phong Nguyen (Past Pres) | <input type="checkbox"/> Natalie Lopez (AS Pres) | <input type="checkbox"/> Cyndie St. Jean |
| <input type="checkbox"/> Gloria Harrison | <input type="checkbox"/> Karen Peterson (CS Pres) | |

Mission Statement: The Crafton Hills College Foundation is dedicated to cultivating meaningful relationships and raising funds that remove barriers, enhance opportunities, and empower students to strengthen our community.

| TOPIC | DISCUSSION | FURTHER ACTION |
|--------------------|---|----------------|
| 3:45-4:15 | Coco McKown for Individual Headshots and Group Photo | |
| Call to Order 4:15 | Amy Minjares, Foundation President – Welcome and opening remarks. | |
| Presentations | Thea Lucas – student story | |
| New Business | <p>a. Consideration to approve Tim Evans as a foundation director to serve 3-year term expiring June 30, 2029.</p> <p>b. Consideration to approve re-election of foundation directors to 3-year terms - expiring June 30, 2029 (may entertain motion to elect full-slate). Michael Smith, June Yamamoto, Chris Markarian, Rich Sessler, James Cortz, Alicia Gyllenhammer, Colin Northcutt.</p> <p>c. Consideration of election of officers (may entertain motion to elect full slate).</p> <p>President – Amy Minjares 1st Vice President – Wynona Duvall Vice Presidents - David Avila, James Cortz, Barbara Smith, Leslie Wessels, June Yamamoto Secretary - Kevin Horan Chief Financial Officer - Mike Strong Immediate Past President - Phong Nguyen</p> <p>c. Consideration of appointment of voting directors.</p> <p>Natalie Lopez – Academic Senate President Karen Peterson – Classified Senate President Danni Black – Student Senate President</p> | |

| | <p>d. Consideration of committee membership appointment for 2026-2027.</p> <p>Executive Committee – Amy Minjares, Phong Nguyen, Wynona Duvall, Barbi Smith, Leslie Wessels, June Yamamoto, David Avila, Mike Strong, Kevin Horan.</p> <p>Finance Committee – Mike Strong, Amy Minjares, Gloria Macias Harrison, Colin Northcutt, Mark Snowwhite, Rosaura Solis-Parsons.</p> <p>Alumni Committee – David Avila, Celeste Reid, Rich Sessler, Michael Smith, Lillian Vasquez.</p> <p>Gala Committee – Phong Nguyen, Amy Minjares, Barbara Smith, June Yamamoto, Leslie Wessels, Alicia Gyllenhammer, Christopher Markarian, Rich Sessler, Mark Snowwhite, Karen Peterson.</p> <p>Scholarship Committee – Wynona Duvall, Barbara Smith, Leslie Wessels, James Cortz, Alicia Gyllenhammer, Michael Smith, Chris Markarian, Lillian Vasquez</p> <p>e. Finance Report – Mike Strong</p> <p> i. Approve Budget</p> <p> ii. Approve Revised Financial Policies & Procedures</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----------------------|---|------------------------------|---------------|-------------|---------------|---------------|--|--|--|--------|-----------------|------------------|---------|---------|-----|------------------|---------|---------|-------------|-----|---------|---------|-------------|------------------------------|---------|---------------|--|--|--|--|
| <p>Consent Agenda</p> | <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 3-5-26 meeting.</p> <p>b. Accept signed and updated director agreements, conflict of interest and whistleblower forms from foundation directors.</p> <p>c. Approve continued contract with Brent Hunter for major and planned giving consulting services through 6-30-27.</p> <p>d. Approve Revised Gift Acceptance Policy.</p> <p>e. Approve Revised Financial Policy and Procedures.</p> <p>f. Accept donations received of \$2,500 and above:</p> <table border="1" data-bbox="391 1514 1243 1801"> <thead> <tr> <th><i>Date</i></th> <th><i>Donor</i></th> <th><i>Fund</i></th> <th><i>Amount</i></th> </tr> </thead> <tbody> <tr> <td>3/5/26</td> <td></td> <td></td> <td></td> </tr> <tr> <td>4/8/26</td> <td>Yucaipa Kiwanis</td> <td>Gala/Pres Circle</td> <td>\$5,000</td> </tr> <tr> <td>4/15/26</td> <td>SGH</td> <td>Gala/Pres Circle</td> <td>\$2,500</td> </tr> <tr> <td>4/20/26</td> <td>George Zein</td> <td>ASL</td> <td>\$2,500</td> </tr> <tr> <td>5/12/26</td> <td>Judy Bowman</td> <td>New Scholarship Fire Academy</td> <td>\$5,000</td> </tr> <tr> <td>6/4/26</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | <i>Date</i> | <i>Donor</i> | <i>Fund</i> | <i>Amount</i> | 3/5/26 | | | | 4/8/26 | Yucaipa Kiwanis | Gala/Pres Circle | \$5,000 | 4/15/26 | SGH | Gala/Pres Circle | \$2,500 | 4/20/26 | George Zein | ASL | \$2,500 | 5/12/26 | Judy Bowman | New Scholarship Fire Academy | \$5,000 | 6/4/26 | | | | |
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| 6/4/26 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Reports</p> | <p>a. Crafton Hills College - Kevin Horan</p> <p>b. Development – Michelle Riggs</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| Upcoming Dates | Next Full Board Meeting – Thursday, September 3, 2026, at 4 p.m. | |
| Adjournment | Amy Minjares, Foundation President – Closing remarks. | |

Upcoming Foundation Events:

- 8/13/26 – 10 a.m. – Scholarship Reception
- 10/1/26 – 5:30 p.m. - Annual Fundraiser – Bright Nights, Brighter Futures!
- 11/6/26 – 2:30 p.m. – Legacy Wall Unveiling

Upcoming Foundation Meetings:

- 7/30/26 – 4 p.m. – Finance Committee Meeting
- 8/3/26 – 8 a.m. – Executive Committee Meeting
- 8/12/26 – 9 a.m. – Gala Committee Meeting
- 8/26/26 – 9 a.m. – Gala Committee Meeting
- 9/3/26 – 4 p.m. – Full Board Meeting

Strategic Planning Timeline:

- 5:00 – Dinner
- 5:30 – Icebreaker – Need to identify a volunteer/activity
- 5:45 – Strategic Planning Presentation - Michelle
- 6:00 – 7:00 – Strategic Planning Break-out Activities (Assigned groups – each with an Executive Committee member)