

MINUTES
CHINO HILLS COMMUNITY FOUNDATION MEETING
July 9, 2012
Chino Hills Government Center
Community Room
14000 City Center Drive, Chino Hills, California
19250 S. Van Ness Avenue, Torrance, CA 90501

I. CALL TO ORDER

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 3:33 p.m.

II. PLEDGE OF ALLEGIANCE

Kelli Spiri led the Assembly in the Pledge of Allegiance.

III. ROLL CALL

PRESENT:	Bill Hughes	John R. Young
	Bill Taylor	Kelli Spiri
	Brian Pollack	Peter Rogers
	Cynthia Moran	Steven J. Elie
	Dave Ault	Tom Boyle
	Derek S. Williams	Wayne Scaggs

ABSENT:	Art Bennett	Scott Kaplan
	Tim Sotoodeh	

ALSO PRESENT: Jonathan Marshall, Director of Community Services
Alma Hernandez, Administrative Analyst II

Kelli Spiri – via conference call
Steven Elie arrived at 3:50
Derek S. Williams left at 5:15

IV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Anne Burnell and Sandee Hwang from Century 21 Beachside expressed their interest in participating in the Wine Walk as well as learning more about the Foundation and the community.

V. BOARD MEMBER INTRODUCTIONS

The Board members and staff introduced themselves to Bill Taylor, who was recently appointed to the Board by the City Council.

VI. ACTION ITEMS

a) Approval of May 14, 2012 Meeting Minutes

On motion by Bill Hughes, seconded by Derek Williams, the Minutes of the Meeting from May 14, 2012 were unanimously approved. All in favor.
MOTION CARRIED.

b) Library Reserve Funds (\$7,600)

On motion by Derek Williams, seconded by John Young, the Board approved the installation of changing tables in the restrooms of the Chino Hills library in the amount of \$2,500. The balance of \$5,100 will go back to the general reserves. All in favor. MOTION CARRIED.

c) Committee Appointments

Executive:

Peter Rogers (Chair), Cynthia Moran (Vice Chair), John Young (Secretary), and Derek Williams (Treasurer)

Board Development:

Scott Kaplan (Chair), Brian Pollack, Peter Rogers, and Tom Boyle

Finance & Investment:

Derek Williams (Chair), Peter Rogers, John Young, Dave Ault, and Wayne Scaggs

Fund Development:

Steven Elie (Chair), Scott Kaplan, Bill Taylor, Tom Boyle, Brian Pollack, and Kelli Spiri

Public Affairs:

Cynthia Moran (Chair), Dave Ault, Bill Hughes, and Bill Taylor

Strategic Planning:

David Kramer (Chair), Peter Rogers, John Young, Kelli Spiri, Wayne Scaggs, and Brian Pollack

Ad Hoc Bylaw Review/Policy Review:

Peter Rogers (Chair), Wayne Scaggs, John Young, Dave Ault, and Steven Elie

Ambassador Program:

Cynthia Moran (Chair), Brian Pollack, Kelli Spiri, and Bill Taylor

Sub-Committees:

Wine Walk: Kelli Spiri, Cynthia Moran, Peter Rogers, Tim Sotoodeh, Brian Pollack, and John Young.

Home Tour: Bill Hughes, Kelli Spiri, John Young, Brian Pollack, Wayne Scaggs, and Peter Rogers

On motion by Dave Ault, seconded by Wayne Scaggs, the Board approved the Committee Appointments as stated. All in favor. MOTION CARRIED.

d) "Buy-a-Brick" Program

1. An insert in the water bill was proposed to promote the sale of bricks. It would be an outreach to approximately 22,000 utility customers. The cost of any size requiring folding would be \$ 2,400 and 1/3 page insert would be \$1,200.

On motion by Dave Ault, seconded by John Young, the 1/3 page insert in the water bill for the "Buy-a-Brick" Program was approved. All in favor. MOTION CARRIED.

2. Budget Appropriation

On motion by Steven Elie, seconded by Dave Ault, a budget appropriation in the amount of \$1,200 was approved for the water bill insert. All in favor.
MOTION CARRIED.

VII. FINANCIAL REPORT

Alma Hernandez presented the Preliminary June 30, 2012 Financial Report. The total amount raised for the 11/12 fiscal year was \$35,000 in Unrestricted Funds and \$23,000 in Permanently Restricted Funds for the Endowment Fund. Total available cash at the end of the year was \$238,000; \$7,600 in Temporarily Restricted Funds and \$23,000 in Permanently Restricted Funds; \$207,000 in Unrestricted Funds.

VIII. DISCUSSION ITEMS

- a) "Buy-a-Brick" Program – Chair Rogers stated that funds in the treasury will be donated to the Community Center Project. The goal is to donate \$250,000; leaving \$50,000 in Unrestricted Funds.

Director Marshall added that it is anticipated that all amenities and furnishings needed for the facility will be purchased with the donation from Chino Hills Foundation.

Ms. Moran suggested that those who purchased bricks can be invited to a "Brick Party" to give the donors an opportunity to see their brick installed.

Director Marshall also suggested that food trucks be invited to the Community Center Grand Opening event.

Chair Rogers stated that the donor wall would contain the names of those who, cumulatively for the past three years, have donated \$1,000 or more.

- b) Wine Walk – Chair Rogers stated that sponsors and volunteers are needed for the event. The Shoppes is donating banners to be displayed at the Shoppes. Key sponsors' names will be displayed on the banners. Different levels of sponsorship for the event will receive:

- An invitation to the Donor Reception
- Choice of tickets to the Home Tour or Wine Walk
- Recognition in the quarterly Recreation Brochure, local newspaper, and the donor wall in the Community Center.

Chair Rogers stated that several restaurants have already offered to donate food for appetizers but it would be important for a lead person to take responsibility to oversee the food distribution at each the stores. Mr. Taylor volunteered to oversee the food distribution at all participating stores.

Ms. Moran suggested that volunteers could walk around with a basket and raffle tickets to sell. While the guests are waiting in line or walking around, they could be informed of other opportunities to win a prize.

Chair Rogers suggested that a Board member might want to volunteer to be in charge of coordinating the raffle prizes and tickets sales. He also stated

that each store will require two volunteers to make sure that participants do not walk outside the store with the alcoholic beverage.

Mr. Brian Johsz, San Bernardino County District Director, was able to able get a donation of a bottle of Pinot Noir.

Mr. Pollock stated he will donate \$2,000 towards the sponsorship. He was also able to secure a donation of two cases of wine from Del Dotto Winery dedicated to the VIP Reception. He contacted Corazon Winery and they could donate tours and some bottles of magnums. Mr. Pollack will donate a case of wine for the silent auction.

Mr. Elie stated that he could donate two cases of South Coast Winery merlot. Mr. Elie volunteered to oversee the raffle prizes and ticket sales.

Director Marshall stated that for raffle prizes, staff is good at packaging up prizes with the card that went along with the donation.

Ms. Moran stated that she will donate sparkling wine. She added that donations can be sent to Ms. Hernandez or Ms. Albarian. She asked if a friend, who is a graphic designer that designs a poster that could have a table to sell the poster that will benefit the foundation. Director Marshall stated that the flier could also serve as the commemorative poster.

Chair Rogers stated that the event sold out last year and tickets will not sell after it is sold out. The goal is to sell 750 tickets with ticket price higher at the door.

- c) Year Long Giving Campaign – Chair Rogers suggested that monetary donations to the Foundation can be given early for planning purposes. Solicitation forms for donations are available if needed.
- d) Motivational Speaker – Chair Rogers informed the Board that School Superintendent Wayne Joseph is very supportive of having the motivational speaker speak to the students as well as teachers and staff.

IX. COMMITTEE REPORTS

No Committee meeting to report on.

X. COMMENTS

Ms. Hernandez reminded the Board members to sign up for Concerts in the Park.

Mr. Pollack inquired about the Foundation t-shirt. Chair Rogers stated that Cynthia Moran was in charge of the t-shirt order.

Mr. Taylor stated that it would be good if the committees could get together and set up a meeting time.

Mr. Ault requested for an updated roster with the Board members contact information.

Chair Rogers stated that there are parking passes for the Concerts to the Park.

Ms. Moran suggested that Committees can meet 30 minutes before the Board meeting.

XI. ADJOURNMENT

Meeting was adjourned at 5:16 p.m. to the next regular meeting on September 10, 2012.

Respectfully submitted by:

Carmen Fructuoso-Canter
Community Services Department

Signed by:

John Young, Board Secretary
Chino Hills Community Foundation