

MINUTES
CHINO HILLS COMMUNITY FOUNDATION MEETING
September 8, 2014
Chino Hills Government Center
Community Room
14000 City Center Drive, Chino Hills, California

I. CALL TO ORDER

Chair Rogers called the Chino Hills Community Foundation Meeting to order at 3:30 p.m.

II. PLEDGE OF ALLEGIANCE

Peter Rogers led the Assembly for the Pledge of Allegiance.

III. ROLL CALL

PRESENT:	Bill Hughes	Grace Capps*
	Bill Taylor	John Young
	Cynthia Moran	Lisa McPheron**
	Dan Capener	Peter Rogers
	David Robbins	Sylvia Nash

ABSENT:	Aimee Holliday	Derek S. Williams
	Brian Pollack	Donna Siebert
	David Kramer	Steven Elie
	Delinia Lewis	Wayne Scaggs

ALSO PRESENT: Jonathan Marshall, Community Services Director
Alma Hernandez, Administrative Analyst II
Kimberly Albarian, Recreation Supervisor
Melissa Armit, Recreation Supervisor

* Grace Capps arrived at 4:09 p.m.

** Lisa McPheron arrived at 4:21 p.m.

IV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

V. BOARD MEMBER INTRODUCTIONS

No introduction required.

VI. RECEIVE AND FILE FINANCIAL AND QUARTERLY INVESTMENT REPORTS

On motion by Sylvia Nash, seconded by Bill Hughes, the financial and quarterly investment reports were received and filed. All in favor. MOTION CARRIED.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

September 8, 2014

Page 2

VII. ACTION ITEMS

a) Approval of July 14, 2014 Meeting Minutes

On motion by Sylvia Nash, seconded by John Young, the Meeting Minutes of May 12, 2014 were approved. All in favor. MOTION CARRIED.

b) Budget Amendment for Volunteer Recognition

On motion by Cynthia Moran, seconded by Bill Hughes, the Budget Amendment in the amount of \$300 for the 14/15 Volunteer Recognition was approved. All in favor. MOTION CARRIED.

c) Veterans Flagpole

As a potential project to fund, Chair Rogers suggested a flagpole and memorial display for Veterans Park. The Board expressed their agreement with the project. This item is pending further discussion regarding actual cost of the project.

VIII. DISCUSSION ITEMS

a) Advertising/Promotional Giveaways – Ms. Moran stated that the Foundation needs promotional items to get the Foundation name out to the public. She added that an advertising campaign will be presented to the Board. Ms. Hernandez reported that there is a budget of \$1,800 for advertising and promotional giveaways.

b) Partnerships with for profit businesses – Ms. Hernandez discussed how private businesses approach members of the Board to collaborate with the Foundation. The Foundation Board suggested a policy to evaluate proposals. This item is pending further discussion after a policy is discussed at the Committee level.

c) Future Projects and/or programs to support:

- Adaptive Playground Structures - Director Marshall stated that a project that has surfaced at the Parks and Recreation Commission meeting, and through letters sent to the City, was to provide adaptive equipment at the park for those with special needs. He noted that the community has become aware of the special needs and the role the City can play to provide for these needs, including accessibility and the tools needed for programming. Bill Taylor suggested that Dave Seltzer could provide more information for the Board to consider the project.
- Trails Map Software - Lisa McPherson stated that she wanted software for the trails map that was more interactive and accessible on a mobile phone. She noted that there has been progress towards satellite mapping. Chair Rogers suggested that Mr. Taylor visit other trails that have the features he would like to see in the City's trails. Director Marshall noted that there is a project to update the GIS program. Once the project advances, additional features could be presented to the Board for their funding.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

September 8, 2014

Page 3

- Healthy Cities Committee Projects - Ms. Moran stated that Healthy Cities Committee has great ideas and she would like to work in collaboration with the Committee to get some pending projects accomplished.

IX. FUNDRAISING EVENTS

a) Wine Walk Update - Chair Rogers reported on the following:

- There are currently 16 pouring sites, but the Committee is working to find more
- Wine donations have been good. The Foundation will not have to purchase any wine this year.
- Staff is working on procuring the ABC licenses, publications, and banners for display at The Shoppes and around the City.
- 45 volunteers have signed up for the event.
- Tickets are set up and online purchase is available. Ticket scanning is set up to facilitate the registration process.
- Announcements will be posted on the Foundation website, Facebook, and other social media.

X. COMMITTEE REPORTS

a) Strategic Planning – Chair Grace Capps reported that the Committee met to discuss the direction of the Foundation in relation to the Foundation’s mission, values, and goals. One of the committee’s goals is to help set up a process to evaluate projects to determine whether the need exists and whether it meets the goals and values of the Foundation. This item is pending further discussion. A draft of the strategic plan will be presented at the next meeting.

XI. COMMENTS

Chair Rogers reported on the following:

- Chino Hills Arts (chARTS) group presented the 2nd Shakespeare play.
- The first, free concert presented by chARTS occurred on September 5, 2014.

Bill Taylor stated that he is looking forward to the Strategic Planning Committee meeting to look into projects that the Foundation wants to invest in and have the community participate in the process to develop a volunteer base for the Foundation.

Sylvia Nash reported that the Home Tour for April 19, 2015 has secured two team captains and one home for the showcase.

Lisa McPheron stated that she is posting the event on Facebook to begin the social media for the Wine Walk event. She announced that she started a new job as Director of Campus Communications at Fullerton Community College.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

September 8, 2014

Page 4

XII. ADJOURNMENT

Chair Rogers adjourned the meeting at 5:30 p.m. to the next regular meeting on November 17, 2014.

Respectfully submitted by:

Carmen Fructuoso-Canter
Community Services Department

Signed by:

John Young, Board Secretary
Chino Hills Community Foundation