

MINUTES
CHINO HILLS COMMUNITY FOUNDATION MEETING
January 10, 2011
Chino Hills Government Center
Community Room
14000 City Center Drive, Chino Hills, California

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Mr. Derek S. Williams led the Assembly in the Pledge of Allegiance.

III. ROLL CALL

PRESENT:	Bill Hughes	Derek S. Williams
	Bill Kruger	Cynthia Moran
	Brian Pollack	John R. Young
	Bruce Wood	Kelli Spiri
	Dave Ault	Peter Rogers
	David Kramer	Steven J. Elie

ABSENT:	Scott Kaplan	Kristine Thalman
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ALSO PRESENT: Jonathan Marshall, Community Services Director
Lara Christensen, Administrative Analyst II
Christine Martinez, Recreation Supervisor
Kimberly Albarian, Recreation Supervisor

IV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

David Kramer introduced Judy McCann, First Lady President from the Culver City Chamber of Commerce and resident of Chino Hills.

Mr. Lou Alfonso was in attendance because of an article he read in newspaper. He would like to assist the Chino Hills Community Foundation where needed.

Cynthia Moran introduced Sean Delgado, the Assistant Principal at Chino Hills High School.

V. ACTION ITEMS

a. Donor Reception Date

The board discussed and agreed that June 11, was the best date possible. Sponsorship packets were given in order to start recruiting donors. More packets would be available at a later date. Chair Steven J. Elie would not be in attendance for the event.

b. Regular Meeting Date

On motion by Derek S. Williams, seconded by Vice Chair Peter Rogers, the Chino Hills Community Foundation will meet the second Monday of the

following months; March, May, July, September, November, and January.
MOTION CARRIED.

c. Home Tour Budget

Cynthia Moran distributed the Home Tour tentative budget to the board. She stated that figures shown are not set in stone because of this being the first Home Tour offered. Ms. Moran stated she will be e-mailing a form and flyers to send to personal friends and colleagues looking for donations. Ms. Moran asked for assistance from Bruce Wood with regards to advertisement. Mr. Wood said they would discuss advertisement issues a bit later.

Vice Chair Peter Rogers stated that John Young would sponsor the reception up to \$1500. He would also like to see local businesses and people in the community participate with the event.

Director Marshall inquired about registration and suggested that Recreation handle the task. It was also agreed that a map of the locations be handed out with tickets when registering and the program be available at the homes to be toured.

On motion by Mr. Bill Hughes, seconded by Vice Chair Peter Rogers, the Home Tour Budget was approved. MOTION CARRIED.

d. Group Name for Foundation Volunteers

On motion by Dave Ault, seconded by Derek S. Williams, the volunteers of the Foundation would be officially called Chino Hills Foundation Ambassadors. MOTION CARRIED.

VI. FINANCIAL REPORT

Treasurer Derek Williams reported on the Financial Report. The Foundation has \$122,000 between checking and savings accounts.

Chair Elie suggested that the Board explore other banks that specialize in non-profit organizations.

VII. DISCUSSION ITEMS

The following were discussed:

a. Home Tour

Discussed with Home Tour Budget

b. Donor Reception

Ms. Moran suggested a video with music on the City's web-site so people become aware of the Foundation.

She also suggested that when someone donates to the Foundation; it would be wonderful to present them with a Plaque of Appreciation for their support.

c. Website – Vice Chair Rogers stated there has been little progress with the website. It has been a bit slow with the holidays. Chair Elie suggested the

web-site be up and running by February 1. Vice Chair Rogers would update the Board on the website progress.

VIII. COMMITTEE REPORTS

Chair Elie stated there is no long term planning report from the Fund Development Committee. It was requested from the Development Committee to give a report for recommendations in March for new members of the Board. Bruce Wood is not asking for any extension as of July 1, and Mr. Scott Kaplan and Mr. Bill Hughes are both up. Vice Chair Rogers stated that he still has the original list of 10 individuals that could become possible candidates to the Board. Chair Elie stated that the Board recommends an individual and City Council approves it.

IX. COMMENTS

Ms. Moran asked how to advertise on City channel. Mr. Jonathan Marshall stated we can take the flyer that is being advertised in the Recreation brochure, and forward it to Community Relations.

Mr. Marshall informed the Board that there was an article in the newspaper that advertised the search of volunteers for the Foundation. The City is receiving phone calls because of the article and would need to know who the contact person is. Ms. Moran volunteered to return phone calls that have been received.

Mr. Marshall inquired how to become a Chino Hills Foundation Ambassador. Mr. Wood suggested being a volunteer on a Committee with the Foundation.

Chair Elie asked that the process to become a Chino Hills Foundation Ambassador be added as an agenda item at the next regular meeting in March.

X. ADJOURNMENT

Meeting was adjourned at 4:15 p.m. to the next regular meeting on March 14, 2011.

Respectfully submitted by:

Lisa Fjeldsted, Recreation Division Secretary
January 10, 2011

Signed by:

John Young, Board Secretary