

# **MINUTES**

## **CHINO HILLS COMMUNITY FOUNDATION**

JULY 11, 2016  
REGULAR MEETING

CHINO HILLS CITY HALL, COMMUNITY ROOM  
14000 CITY CENTER DRIVE, CHINO HILLS, CALIFORNIA

### **CALL TO ORDER**

Chair Rogers called the Chino Hills Community Foundation Meeting to order at 4:03 p.m.

### **PLEDGE OF ALLEGIANCE TO THE FLAG**

David Robbins led the Assembly for the Pledge of Allegiance.

### **ROLL CALL**

PRESENT:	BOARD MEMBERS:	
	BILL HUGHES	DAVID ROBBINS
	BILL TAYLOR	DELINIA LEWIS
	CYNTHIA MORAN	GRACE CAPPS
	DARRIN LEE	LISA McPHERON
	DARRYLL GOODMAN	PETER ROGERS
	DAVID KRAMER	SYLVIA NASH

ABSENT:	BOARD MEMBERS:	
	AIMEE DAVIS	DAN CAPENER
	BRIAN POLLACK	DEREK S. WILLIAMS

ALSO PRESENT: ALMA HERNANDEZ, SR. MANAGEMENT ANALYST  
MELISSA ARMIT, COMMUNITY SRVS SUPERVISOR

### **RECOGNITION**

Chair Rogers presented a certificate to outgoing Board member David Robbins.

### **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

None.

### **FOUNDATION DEPARTMENT BUSINESS – ACTION ITEMS**

#### **APPROVE MAY 16, 2016, FOUNDATION MEETING MINUTES**

Motion was made by Bill Hughes and seconded by Sylvia Nash; the meeting minutes were approved as presented.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

July 11, 2016

Page 2

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, LEE, GOODMAN, KRAMER, ROBBINS, LEWIS, CAPPS, MCPHERON, ROGERS, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, CAPENER, POLLACK, WILLIAMS,.

**RECEIVE AND FILE FINANCIAL REPORT AS OF JUNE 2016**

The financial report as of June 2016 was received and filed.

**APPROVE NEW BOARD MEMBER**

Following discussion, a motion was made by Lisa McPherson and seconded by Bill Taylor, to appoint Spencer Bogner as a Chino Hills Community Foundation Board Member, effective July 12, 2016, to fill the unexpired term of David Robbins through June 30, 2019. MOTION CARRIED UNANIMOUSLY.

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, LEE, GOODMAN, KRAMER, ROBBINS, LEWIS, CAPPS, MCPHERON, ROGERS, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, CAPENER, POLLACK, WILLIAMS,.

**APPROVE DONATION TO THE CITY OF CHINO HILLS**

Motion was made by Lisa McPherson and seconded by Bill Taylor to approve the donation of \$150,000 for playground equipment at the new park in the Los Serranos community.

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, LEE, GOODMAN, KRAMER, ROBBINS, LEWIS, CAPPS, MCPHERON, ROGERS, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, CAPENER, POLLACK, WILLIAMS,.

## **DISCUSSION CALENDAR**

### **BOARD MEMBER COMMITTEE APPOINTMENTS**

The following Board appointments were made for the fiscal year 2016-17.

EXECUTIVE: Derek Williams, Grace Capps, Lisa McPheron, Peter Rogers (Chair)

BOARD DEVELOPMENT: Darrin Lee, Darryll Goodman, Lisa McPheron, Peter Rogers (Chair)

FINANCE & INVESTMENT: Derek Williams (Chair), Grace Capps, Spencer Bogner

FUND DEVELOPMENT: Aimee Davis, Bill Taylor, Brian Pollack, Dan Capener, Delinia Lewis, Sylvia Nash (Chair)

PUBLIC AFFAIRS: Aimee Davis, Bill Hughes, Cynthia Moran, Darryll Goodman, Delinia Lewis, Lisa McPheron (Chair)

STRATEGIC PLANNING: Bill Taylor, Cynthia Moran, Darrin Lee, David Kramer, Grace Capps (Chair), Peter Rogers

Vice Chair Capps suggested that each committee set goals. As an example, she stated that the Strategic Planning committee should meet at least twice a year. The first meeting should be to review the previous year's efforts and the second meeting should be to provide vision for the following fiscal year.

Ms. Hernandez reminded the Board that all committee meetings are public meetings and have to be posted.

### **DONOR WALL UPDATE**

Ms. Hernandez shared a preliminary list of donors whose names will be added to the donor wall in the Community Center. Once the list has been confirmed, letters will be sent to the donors to verify how they would like their names listed.

### **CHANGES TO SCHOLARSHIP PROGRAM**

Ms. Hernandez stated there has been a decline in the scholarship program participation. After overseeing the program for a year, she proposed some changes to encourage higher participation including restructuring the scholarship amount per family and focusing on the summer season. Ms. Hernandez also suggested sending out a pamphlet (English and Spanish) in the Recreation Guide highlighting the program. The board approved the recommended changes as follows: a per family maximum amount of \$500, a limit of 2 classes per child, and the scholarship program only available in the summer. In addition, the Board approved a budget amendment of \$1,300 for the printing and mailing of the pamphlets in the Recreation Guide.

## **COMMITTEE REPORTS**

### **CR1. FUND DEVELOPMENT – WINE WALK SUBCOMMITTEE**

Chair Rogers stated that the committee has been successful at gathering sponsorship commitments and host site commitments. Location for the after party is still unknown and may possibly be in a tent. The committee is working on increasing social media efforts. Secretary McPherson suggested more available seating at EnCork.

## **BOARD COMMENTS**

**Moran:** Cynthia Moran announced that the volunteer recognition dinner is on Monday, December 5 at 6 p.m. All board members are encouraged to attend. Also, "All The Great Books Abridged" play is on Friday, July 22 and tickets are \$10; more information is available on the chARTS webpage.

**Rogers:** The Barbara Morrison event sold 180 tickets. The profit was \$2,600 and it was a great show. The upcoming play is \$10 per person. Wine reserves are running out and may have to be purchased for upcoming events.

**Capps:** Grace thanked everyone for electing her Vice-Chair in her absence.

**Kramer:** David asked for permission to approach the two local high schools in an effort to recruit student interns. He further suggested the Foundation sponsor the coin flips at sporting events. David also asked that everyone keep in memory Gary Christman.

## **ADJOURNMENT**

Chair Rogers adjourned the meeting at 5:45 p.m. until the next regular meeting scheduled on September 12, 2016, at 4:00 p.m.

Respectfully submitted by:

---

Emily Ortiz  
Community Services Department

Signed by:

---

Lisa McPherson, Board Secretary  
Chino Hills Community Foundation