

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

**NOVEMBER 14, 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 4:00 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG

Board Member Delinia Lewis led the Assembly for the Pledge of Allegiance.

ROLL CALL

PRESENT:

BOARD MEMBERS:

BILL HUGHES

BILL TAYLOR

CYNTHIA MORAN

DAN CAPENER

DARRIN LEE

DARRYLL GOODMAN

DAVID KRAMER

DELINIA LEWIS

DEREK S. WILLIAMS

GLEN ANDERSON

GRACE CAPPS

LISA McPHERON

PETER ROGERS

SPENCER BOGNER

SYLVIA NASH

ABSENT:

BOARD MEMBERS:

AIMEE DAVIS

BRIAN POLLACK

**ALSO PRESENT: JONATHAN MARSHALL, COMMUNITY SVCS. DIRECTOR
ALMA HERNANDEZ, SR. MANAGEMENT ANALYST
MELISSA ARMIT, RECREATION SUPERVISOR**

RECOGNITION

Chair Peter Rogers welcomed Glen Anderson to the Board.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

FOUNDATION DEPARTMENT BUSINESS – ACTION ITEMS

APPROVE SEPTEMBER 12, 2016, FOUNDATION MEETING MINUTES

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

November 14, 2016

Page 2

Motion was made by Board Member Dan Capener and seconded by Vice Chair Grace Capps; the meeting minutes were approved as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, CAPENER, LEE, GOODMAN, KRAMER, LEWIS, WILLIAMS, ANDERSON CAPPS, MCPHERON, ROGERS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, POLLACK.

RECEIVE AND FILE FINANCIAL REPORT AS OF OCTOBER 2016

Motion was made by Treasurer Derek Williams and seconded by Board Member Darrin Lee; the financial report was approved as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, CAPENER, LEE, GOODMAN, KRAMER, LEWIS, WILLIAMS, ANDERSON CAPPS, MCPHERON, ROGERS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, POLLACK.

RECEIVE AND FILE QUARTERLY INVESTMENT REPORT AS OF SEPTEMBER 30, 2016

Motion was made by Treasurer Derek Williams and seconded by Board Member Bill Hughes; the quarterly investment report was approved as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, CAPENER, LEE, GOODMAN, KRAMER, LEWIS, WILLIAMS, ANDERSON CAPPS, MCPHERON, ROGERS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, POLLACK.

APPROVE A TRANSFER IN THE AMOUNT OF \$10,000 FROM FUNDS RAISED THROUGH THE WINE WALK TO THE ENDOWMENT FUND

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

November 14, 2016

Page 3

Motion was made by Board Member Bill Taylor and seconded by Board Member Bill Hughes, to approve the transfer of \$10,000 funds raised at the Wine Walk event to the Endowment Fund. MOTION CARRIED UNANIMOUSLY.

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, CAPENER, LEE, GOODMAN, KRAMER, LEWIS, WILLIAMS, ANDERSON CAPPS, MCPHERON, ROGERS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, POLLACK.

APPROVE ESTIMATED REVENUES INCREASE IN THE AMOUNT OF \$79,400 AND BUDGET AMENDMENT IN THE AMOUNT OF \$40,400 FOR THE JAZZ/BLUES FESTIVAL

A motion was made by Board Member John Anderson and seconded by Board Member Darryll Goodman to approve the revenue increase and budget amendment for the Jazz/Blues Festival. MOTION CARRIED UNANIMOUSLY.

Motion carried as follows:

AYES: BOARD MEMBERS: HUGHES, TAYLOR, MORAN, CAPENER, LEE, GOODMAN, KRAMER, LEWIS, WILLIAMS, ANDERSON CAPPS, MCPHERON, ROGERS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, POLLACK.

DISCUSSION CALENDAR

ESTABLISH A DATE FOR THE DONOR RECEPTION

For the last five years, the Foundation has hosted a reception for all donors who have contributed a cash donation of at least \$1,000. Plaques are typically given to those who have donated at least \$2,500. Three potential dates are February 4, March 4, or March 11. Chair Rogers will send dates to potential event host, John Young.

DISCUSS PROPOSAL FOR HOLIDAY HOME TOUR

Board Member Sylvia Nash suggested this event begin at 4 pm to take advantage of the holiday lighting visibility in the evening. Chair Rogers proposed an advisory sub-committee to discuss details of the holiday home tour and the possibility of simplifying it. The advisory sub-committee to include Board

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

November 14, 2016

Page 4

Members Moran, Nash, Capps, Taylor, Lewis, and Davis (or Williams if Davis is unable). Ms. Hernandez reminded the board that the sub-committee could not include more than 6 members.

COMMITTEE REPORTS

FUND DEVELOPMENT – WINE WALK SUBCOMMITTEE

The total profit for this event was \$70,000 which is a \$10,000 increase from the previous year. The event sold out of 600 tickets 2 days prior; 30 tickets were added and sold. The after party was a success raising \$18,000 with 115 people in attendance. Total sponsorships were approximately \$40,000.

BOARD DEVELOPMENT – VOLUNTEER RECEPTION

The Volunteer Recognition Reception is on Monday, December 5 and starts at 6:30. Board Member Moran requested board members attend and thank the volunteers for their efforts.

CHARTS UPDATE

Chino Hills ARTS has sponsored several events this year. Their biggest effort has been contributing to the quarterly art shows featuring local artists. There have also been several plays and the Barbara Morrison concert, all successful fundraising opportunities. Board Member Glen Anderson stated that there are a few concerts in the works for next year. Secretary Lisa McPherson suggested that we start looking for an event or opportunity to focus on with the proceeds from the Jazz/Blues festival, possibly supporting chARTS programs. Vice Chair Grace Capps also suggested that along with marketing the Foundation events, we also market the cause(s) for which funds are being raised.

BOARD COMMENTS

Hughes: Board Member Hughes congratulated the winners of the recent Council elections.

Kramer: Board Member Kramer stated the report for the Blues/Jazz festival was very uplifting.

Taylor: Board Member Taylor congratulated Board Member Anderson on a good job on his report of the Jazz/Blues festival. The annual boat parade is Friday, December 16. The Veterans essay contest winner will be recognized at the next Council meeting.

Williams: Secretary Williams stated the Foundation tax returns were submitted last month.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

November 14, 2016

Page 5

Moran: Board Member Moran suggested the Foundation give out reusable grocery bags with the Chino Hills Community Foundation logo to help market the Foundation to the community.

Goodman: Board Member Goodman announced the Tree Lighting event at the Shoppes on November 18 at 7 pm.

ADJOURNMENT

Chair Rogers adjourned the meeting at 5:20 p.m. until the next regular meeting scheduled on January 9, 2017, at 4:00 p.m.

Respectfully submitted by:

Emily Ortiz
Community Services Department

Signed by:

Lisa McPherson, Board Secretary
Chino Hills Community Foundation