

# **MINUTES**

## **CHINO HILLS COMMUNITY FOUNDATION**

**MAY 8, 2017  
ANNUAL MEETING**

**CHINO HILLS COMMUNITY CENTER  
14250 PEYTON DRIVE, CHINO HILLS, CALIFORNIA**

### **CALL TO ORDER**

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 4:08 p.m.

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

Board Member Brian Pollack led the Assembly for the Pledge of Allegiance.

### **ROLL CALL**

<b>PRESENT:</b>	<b>BOARD MEMBERS:</b>	
	BILL HUGHES	DELINIA LEWIS
	BILL TAYLOR	DEREK S. WILLIAMS
	BRIAN POLLACK	GLEN ANDERSON
	CYNTHIA MORAN	GRACE CAPPS
	DAN CAPENER	LISA McPHERON
	DARRIN LEE	PETER ROGERS
	DARRYLL GOODMAN	SPENCER BOGNER

<b>ABSENT:</b>	<b>BOARD MEMBERS:</b>	
	AIMEE DAVIS	SYLVIA NASH
	DAVID KRAMER	

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

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

None.

### **PRESENTATION**

Chair Peter Rogers recognized outgoing Board Members Derek Williams, Brian Pollack, and Lisa McPheron.

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

#### **APPROVE MARCH 13, 2017, FOUNDATION MEETING MINUTES**

Motion was made by Board Member Glen Anderson and seconded by Board Member Bill Hughes to approve the meeting minutes as presented.

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Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, HUGHES, LEE, LEWIS, McPHERON, ROGERS, TAYLOR.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: CAPPS, GOODMAN, MORAN, POLLACK, WILLIAMS.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

**RECEIVE AND FILE FINANCIAL REPORT AS OF APRIL 2017**

Motion was made by Board Member Derek Williams and seconded by Board Member Darrin Lee. The Board received and filed the Financial Report as of April 2017 as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

**RECEIVE AND FILE THE QUARTERLY INVESTMENT REPORT AS OF MARCH 2017**

Motion was made by Board Member Derek Williams and seconded by Board Member Bill Hughes. The Board received and filed the Quarterly Investment Report as of March 2017 as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

**APPROVE RE-APPOINTMENT OF BOARD MEMBERS**

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Motion was made by Bill Hughes and seconded by Spencer Bogner to nominate Grace Capps, Sylvia Nash, and Aimee Davis for re-appointment to the Foundation Board.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

### **APPROVE APPOINTMENT OF NEW BOARD MEMBER**

Motion was made by Bill Taylor and seconded by Darryll Goodman to nominate Kathleen Smith for appointment to the Foundation Board.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

### **ELECTION OF OFFICERS**

Motion was made by Derek Williams and seconded by Grace Capps to re-elect Peter Rogers as Chair.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

Motion was made by Peter Rogers and seconded by Bill Hughes to re-elect Grace Capps as Vice Chair.

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Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

Motion was made by Delinia Lewis and seconded by Cynthia Moran to elect Bill Taylor as Secretary.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

Motion was made by Peter Rogers and seconded by Cynthia Moran to elect Dan Capener as Treasurer.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

**APPROVE ANNUAL BUDGET**

Motion was made by Dan Capener and seconded by Bill Hughes; the Annual Budget was approved with a \$500 increase to the Volunteer Reception.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

**APPROVAL OF CHINO HILLS DAY AT THE FAIR PHOTO CONTEST SPONSORSHIP**

Motion was made by Lisa McPheron and seconded by Delinia Lewis to approve the Chino Hills Day at the Fair Photo Contest Sponsorship as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ANDERSON, BOGNER, CAPENER, CAPPS, GOODMAN, HUGHES, LEE, LEWIS, McPHERON, MORAN, POLLACK, ROGERS, TAYLOR, WILLIAMS.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, KRAMER, NASH.

**DISCUSSION CALENDAR**

**DISCUSS FDIC INSURANCE**

Alma Hernandez stated that FDIC insurance covers up to \$250,000 per account.

**REVIEW OF PRIOR YEAR STRATEGIC GOALS BENCHMARK**

This item was moved to the next board meeting.

**COMMITTEE REPORTS**

**FUND DEVELOPMENT – JAZZ & BLUES SUBCOMMITTEE**

Board Member Anderson stated that the Jazz and Blues festival was a successful community event. He recommended some changes in advertising efforts and stated it took a lot more City staff than anticipated. He suggested the Foundation and City should continue to work together but with less dependence on City staff. Board Member Lee stated the Foundation should partner with businesses for advertising opportunities and posting banners. He also said the Foundation should work to rely less on City staff and more on volunteers. Melissa Armit clarified that only City staff are allowed to drive City vehicles and handle cash and credit card payments. Board Member Lee also suggested that volunteers be trained for their volunteer assignments. Chair Rogers said that he hopes future events include more participants from outside the Chino Valley. Board Member McPheron asked if City costs related to the event could be captured; Melissa Armit stated that the cost of staff hours for the event has been

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calculated. Board Member Lewis recommended that volunteers should be allowed to use the indoor restrooms; VIP section should be closer to the front; the gate used to block off the VIP area should not be so high; and higher end porta potties should be available for VIP. She also commended staff for making the decision to have BLD sell food. Discussion ensued regarding food trucks; food trucks will not be used again in the future and there will be efforts to recruit local businesses. Chair Rogers stated that 525 tickets were sold including comp tickets to sponsors. Board Member McPheron suggested adding craft beer to next year's event to attract a larger demographic. Chair Rogers thanked all the Board Members who came out and supported the event.

### **CHARTS UPDATE**

chARTS will be hosting author David Allen as part of their Author Talk Series on May 24 at the Community Center.

### **BOARD COMMENTS**

**Taylor:** Board Member Taylor commended the success of the Jazz and Blues Festival.

### **ADJOURNMENT**

Chair Rogers adjourned the meeting at 5:35 p.m. until the next regular meeting scheduled on July 10, 2017, at 4:00 p.m.

Respectfully submitted by:

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Emily Ortiz  
Community Services Department

Signed by:

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Bill Taylor, Board Secretary  
Chino Hills Community Foundation