

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

**MAY 11, 2020
REGULAR MEETING**

CHINO HILLS, CALIFORNIA

The Regular meeting of the Chino Hills Community Foundation was held pursuant to Section 3 of Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 and all members joined this meeting remotely through Zoom

CALL TO ORDER

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 4:02 p.m.

ROLL CALL

PRESENT:	BOARD MEMBERS:	
	PETER ROGERS	CYNTHIA MORAN
	DARRIN LEE	SYLVIA NASH
	MARY FAULHABER	DAN CAPENER
	SPENCER BOGNER	KATHLEEN SMITH
	GLEN ANDERSON	GRACE CAPPS
	DARRYLL GOODMAN	DAVID KRAMER
	BILL HUGHES	PETER PIRRITANO
	DELINIA LEWIS	

ABSENT: BOARD MEMBERS:

ALSO PRESENT: JONATHAN MARSHALL, COMMUNITY SERVICES DIRECTOR
ALMA HERNANDEZ, SR. MANAGEMENT ANALYST
MELISSA ARMIT, COMMUNITY SERVICES SUPERVISOR
ROBYN ROGERS, FOUNDATION SECRETARY

PLEDGE OF ALLEGIANCE TO THE FLAG

Chair Peter Rogers led the Assembly for the Pledge of Allegiance.

PUBLIC COMMENTS

None.

FOUNDATION DEPARTMENT BUSINESS – DISCUSSION CALENDAR

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

May 11, 2020

Page 2

APPROVE MARCH 9, 2020 FOUNDATION MEETING MINUTES

Motion was made by Board Member Darryll Goodman and seconded by Board Member Sylvia Nash to approve the meeting minutes, as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, CAPPS, CAPENER, FAULHABER, GOODMAN, LEE, BOGNER, NASH, SMITH, LEWIS, KRAMER, PIRRITANO, HUGHES

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: NONE.

ELECTION OF OFFICERS

Nominations were opened for the Chair, Vice Chair, Secretary, and Treasurer positions to the Executive Board.

Motion was made by Board Member Glen Anderson and seconded by Board Member Dan Capener to nominate Peter Rogers for Chair, Cynthia Moran for Vice Chair, Mary Faulhaber for Secretary, and Peter Pirritano for Treasurer.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, CAPPS, CAPENER, FAULHABER, GOODMAN, LEE, BOGNER, NASH, SMITH, LEWIS, KRAMER, PIRRITANO, HUGHES

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: NONE.

RECEIVE AND FILE FINANCIAL REPORT AS OF APRIL 30, 2020

Board Members received a copy of the Quarterly Investment Report.

Motion was made by Board Member Cynthia Moran and seconded by Board Member Delinia Lewis to receive and file the Quarterly Investment Report.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, CAPPS, CAPENER, FAULHABER, GOODMAN, LEE, BOGNER, NASH, SMITH, LEWIS, KRAMER, PIRRITANO, HUGHES

NOES: BOARD MEMBERS: NONE.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

May 11, 2020

Page 3

ABSENT: BOARD MEMBERS: NONE.

RECEIVE AND FILE QUARTERLY INVESTMENT REPORT AS OF MARCH 31, 2020

Board Members received a copy of the Financial Report. Board Member Delinia Lewis inquired if The Foundation is in an aggressive investment pool or a conservative investment pool. Senior Analyst Alma Hernandez informed Board Members that it is a conservative investment pool.

Motion was made by Board Member Peter Pirritano and seconded by Board Member Bill Hughes to receive and file the Financial Report.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, CAPPS, CAPENER, FAULHABER, GOODMAN, LEE, BOGNER, NASH, SMITH, LEWIS, KRAMER, PIRRITANO, HUGHES

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: NONE.

APPROVE FY 20-21 PROPOSED BUDGET

Board Members reviewed the proposed FY 20-21 Budget.

Motion was made by Board Member Bill Hughes and seconded by Board Member Darryll Goodman to approve the FY 20-21 Proposed Budget as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, CAPPS, CAPENER, FAULHABER, GOODMAN, LEE, BOGNER, NASH, SMITH, LEWIS, KRAMER, PIRRITANO, HUGHES

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: NONE.

APPROVE NEW VOLUNTEER COMMITTEE AND COMMITTEE RESPONSIBILITIES

Board Members discussed the addition of a new committee entitled "Volunteer Committee" to screen and recruit volunteers, provide training, orientation, and evaluation of volunteers who assist with fundraising and public relations activities. Board Chair Peter Rogers explained the committee would consist of four or five Board Members. Board Member Darrin Lee suggested recruiting youth volunteers by reaching out to schools at the beginning of the school year, and by reaching out to sports organizations.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

May 11, 2020

Page 4

Motion was made by Board Member Glen Anderson and seconded by Board Member Peter Pirritano to approve the new Volunteer Committee and Committee Responsibilities as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, CAPPS, CAPENER, FAULHABER, GOODMAN, LEE, BOGNER, NASH, SMITH, LEWIS, KRAMER, PIRRITANO, HUGHES

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: NONE.

REVIEW EVENT CALENDAR

Board Members reviewed the event calendar. Due to COVID-19 protocols the Donor Reception, Kids Art Exploration, and the first two concerts of the Concert Series have all been cancelled. Board Member Glen Anderson said the Barbara Morrison concert scheduled for August 12, 2020 is still scheduled and a final decision will be made regarding cancellation at the July 13, 2020 Board Meeting.

COMMITTEE REPORTS

FUND DEVELOPMENT COMMITTEE

Board Member Glen Anderson provided an update on the Concert Series. The first two concerts have been cancelled due to COVID-19 protocols and may be rescheduled for a future date. Board Members discussed other concert options such as streaming online, having performers at local restaurants, or broadcasting a concert. Board Member Delinia Lewis suggested soliciting local talent from the younger generation to stream a concert online.

Board Chair Peter Rogers said the Wine Walk will face several hurdles due to COVID-19. Board Members discussed options such as hosting the event in the street to allow for social distancing, pushing the date of the event back, surveying past attendees to see if they would attend if the event were different, and possibly canceling the event for this year. The Wine Walk Committee will meet and discuss options before bringing a final decision to the Board at the July, 2020 meeting.

BOARD COMMENTS

Moran: Board Member Moran mentioned that the Volunteer Recognition event will most likely not be held next year since events have been cancelled this year so far. Chair Rogers said it will not likely be held. Board Member Moran asked for volunteers for a food drive at The Shoppes on Saturday, May 16, 2020 from 9:00 a.m. to noon. Ms. Moran thanked Board Member Capener for using local restaurants to order food for staff.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

May 11, 2020

Page 5

Pirritano: Board Member Pirritano reminded everyone to take the COVID-19 situation one day at a time and said things will get better sooner or later.

Hughes: Board Member Hughes informed members that lines have been long at restaurants.

Goodman: Board Member Goodman informed Board Members that Council Member Moran is hosting a food drive at The Shoppes on Saturday, May 16, 2020 from 9:00 a.m. until noon.

Capps: Board Member Capps informed Board Members that the Strategic Committee met and reviewed strategic goals for next year. The item will be brought to the next Board Meeting.

Nash: Board Member Nash has been researching homes for the April 18, 2021 Home Tour.

Capener: Board Member Capener said it may be unrealistic to plan Wine Walk as large group gatherings may not be allowed.

Kramer: Board Member Kramer suggested honoring the graduating class of 2020 with a parade through The Shoppes.

Faulhaber: Board Member Faulhaber informed the Board that there have been volunteers this year, even though events have been cancelled.

Lee: Board Member Lee encouraged all to be innovative in planning and re-examine mission objectives.

Anderson: Board Member Anderson said he agrees with Board Member Kramer on holding a parade for the graduating class of 2020.

Hughes: Board Member Hughes informed the Board that a parade for the graduating class may already be in the works through the High Schools.

Rogers: Chair Rogers asked what the Foundation can do to help the City and Community during the COVID-19 situation.

Armit: Community Services Supervisor Armit informed the Board that the community Services Department has started a Virtual Recreation page on the City website. Each week there will be contests, videos, and activities for the community. Ms. Armit said the Foundation could assist with the family-friendly contests by donating gift cards.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

May 11, 2020

Page 6

ADJOURNMENT

Chair Rogers adjourned the meeting at 5:40 p.m. until the next meeting scheduled on July 13, 2020, at 4:00 p.m. at the Chino Hills City Hall Community Room.

Respectfully submitted by:

Robyn Rogers
Community Services Department

Signed by:

Mary Faulhaber, Board Secretary
Chino Hills Community Foundation