

MINUTES
CHINO HILLS COMMUNITY FOUNDATION MEETING
July 14, 2014
Chino Hills Government Center
Community Room
14000 City Center Drive, Chino Hills, California

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Grace Capps led the Assembly for the Pledge of Allegiance.

III. ROLL CALL

PRESENT:	Aimee Holliday	Donna Siebert
	Brian Pollack	Grace Capps
	Cynthia Moran	John Young
	Dan Capener	Lisa McPheron
	David Kramer	Peter Rogers
	David Robbins	Sylvia Nash
	Delinia Lewis	

ABSENT:	Bill Hughes	Steven Elie
	Bill Taylor	Wayne Scaggs
	Derek S. Williams	

ALSO PRESENT: Alma Hernandez, Administrative Analyst II
Melissa Armit, Recreation Supervisor

IV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

V. BOARD MEMBER INTRODUCTIONS

Chair Rogers thanked Cynthia Moran for her role as Chair last year.

A round table introduction was done.

VI. RECEIVE AND FILE FINANCIAL AND QUARTERLY INVESTMENT REPORTS

Received and filed.

VII. ACTION ITEMS

a) Approval of May 12, 2014 Meeting Minutes

On motion by Aimee Holliday, seconded by Lisa McPheron, the Meeting Minutes of May 12, 2014 were approved. All in favor. MOTION CARRIED.

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

July 14, 2014

Page 2

b) Committee Appointments

On motion by Dan Capener, seconded by John Young, the following Board members were appointed to the respective Committees . All in favor.
MOTION CARRIED.

Executive Committee – Peter Rogers (Chair), Derek Williams, John Young, and Lisa McPheron.

Board Development – Peter Rogers (Chair), Cynthia Moran, and Dan Capener.

Finance & Investment – Derek Williams (Chair), David Robbins, Grace Capps, and Wayne Scaggs.

Fund Development – Sylvia Nash (Chair), Aimee Holliday, Delinia Lewis, Lisa McPheron, and Steven Elie.

Public Affairs – Cynthia Moran (Chair), Bill Hughes, Bill Taylor, Delinea Lewis, Grace Capps, and Lisa McPheron.

Strategic Planning – Grace Capps (Chair), Bill Taylor, Brian Pollack, David Kramer, John Young, and Lisa McPheron.

VIII. DISCUSSION ITEMS

a) CHarts Update

Upcoming Events:

- Complete Works of William Shakespeare – Abridged, Encore presentation, scheduled for August 8, 2014. Tickets are \$8 per person.
- Two groups performing at a concert at Community Center gazebo in September organized by Glen Anderson, no cost to attend:
 - September 5 – Singer/Songwriter, a performance by one group for an hour, and some are local artists.
 - September 19 – “Gosible Jam” four large Churches’ performers to perform.
- October – resident opera singer to perform – there will be a fee.
- December – another troop of artist, melodrama.
- Blues/Jazz festival with vendors and smaller brewers at \$25 per person.

b) Scholarship Program Recap

Ms. Hernandez gave a recap of the Youth Scholarship Program, which includes the Day Camp scholarships. Recreation class scholarships awarded to 38 youths. Day Camp scholarships awarded to seven (7) youths.

c) Brick Program II

Ms. Hernandez reported that there in an interest list signed by 120 individuals who have been notified about the start of the program and three (3) bricks have been purchased within the first week after the announcement. Chair Rogers stated that the program needs to be promoted and suggested to have a stronger push to sell bricks.

d) Donor Wall Design

Chair Rogers reported that the donor list is up to date and the donor wall will be on display soon. Ms. Armit distributed copies showing the design and description of the donor wall. She stated that samples would be provided in the future to determine the right size and colors for the five different categories based on the donations received. The question was called regarding whether the donor list would be cumulative during their lifetime or if the list would be renewed very year. Chair Rogers stated that further discussion to set up procedures for donor recognition to address details for the donor wall. Ms. Armit added that \$6,000 was originally budgeted for the donor wall and production would take around three to four weeks.

e) Website Enhancement

Chair Rogers announced that it was time to make significant changes to the Foundation's website. He added the Ms. McPheron and Ms. Moran would be looking at the website for comment and recommendation and invited everyone to do the same.

f) Donor Software Update

Ms. Hernandez reported that the donor software has been set up. She is currently importing the old information into the software so that history is available. All the current brick orders have been entered into the new system. She added that a volunteer is available to assist with data entry.

g) Future Projects and/or Programs to Support

The following projects were suggested and discussed:

- Splash pad
- Trails map
- Dog park amenities
- Speaker series
- Bird Farm Park in Los Serranos
- Adaptive swings for special needs
- Hickory Nature Trail – art based, rock-play structure, interactive structures, fencing, access for Los Serranos

Ms. Capps stated that it would be important to have a specific project for more effective fundraising efforts. She suggested that whatever projects the Board would decide to support should fulfill the mission and goals set by the Foundation.

IX. FUNDRAISING EVENTS

Wine Walk Update - Chair Rogers reported on the following:

- Wine sponsors
- Participating stores - five more stores are needed for the event
- Food vendors are being selected for the event
- Program advertisers – four pages are being added to the program

CHINO HILLS COMMUNITY FOUNDATION MEETING MINUTES

July 14, 2014

Page 4

- Promotional fliers
- Plate sponsors
- Live Auction
- Online ticket sales – now available

X. COMMITTEE REPORTS

Nothing to report.

XI. COMMENTS

Ms. Moran announced that the Volunteer Recognition event would be held on Monday, December 1st, at the McCoy Equestrian Barn. She encouraged Board members to attend.

Ms. Moran noted that the budget for promotions has not been used and she would look into the possibility of giving a short presentation on promotional items for the Foundation.

Mr. Pollack asked if Tahoe Joe's has been asked to participate in the Wine Walk event. Chair Rogers stated that the Board wants to extend the right of first refusal to existing restaurants in Chino Hills.

Mr. Kramer suggested a Chino Hills Film Festival on a Saturday morning to focus on arts, recreation, and history. He stated that all schools should have a Junior League Foundation Committee to engage students and every member in the community.

XII. ADJOURNMENT

Chair Rogers adjourned the meeting at 5:25 p.m. to the next regular meeting on September 8, 2014.

Respectfully submitted by:

Carmen Fructuoso-Canter
Community Services Department

Signed by:

John Young, Board Secretary
Chino Hills Community Foundation