

MINUTES
CHINO HILLS COMMUNITY FOUNDATION MEETING
November 14, 2011
Chino Hills Government Center
Community Room
14000 City Center Drive, Chino Hills, California

I. CALL TO ORDER

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 3:37 p.m.

II. PLEDGE OF ALLEGIANCE

John Young led the Assembly in the Pledge of Allegiance.

III. ROLL CALL

PRESENT:	Art Bennett	David Kramer
	Bill Hughes	John R. Young
	Brian Pollack	Peter Rogers
	Cynthia Moran	Scott Kaplan
	Dave Ault	Tom Boyle

ABSENT:	Derek S. Williams	Steven J. Elie
	Kelli Spiri	Tim Sotoodeh
	Kristine Thalman	

ALSO PRESENT: Brian Johsz, San Bernardino County District Director
Jonathan Marshall, Director of Community Services
Lara Christensen, Administrative Analyst II
Kimberly Albarian, Recreation Supervisor

IV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

V. ACTION ITEMS

a. Approval of Minutes

On motion by Tom Boyle, seconded by John Young, with Art Bennett, Bill Hughes, Dave Ault, and David Kramer abstaining, the Minutes of the Meeting from September 12, 2011, were unanimously approved as corrected. MOTION CARRIED.

b. Approve Recommendation for New Board Member Appointment – Wayne Scaggs

On motion by Dave Ault, seconded by Art Bennett, the appointment of Wayne Scaggs as a new Board Member for the Chino Hills Foundation Board has been approved. MOTION CARRIED.

VI. FINANCIAL REPORT

Lara Christensen reported that a money market account has been set up for the Foundation and an account has also been set up for the Endowment Fund. She stated the Endowment Fund is at \$11,003.18 and \$180,775.00 for the Foundation.

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Ms. Christensen stated that a merchant services account can be set up with considerable lower fees by activating temporary usage during events to enable credit card processing for purchases and donations. This is still under review since it might end up costing more than the regular merchant services.

Online registration for tickets sales would be handled by the City's RecTrack system after which a check will be issued to the Foundation for the gross amount of ticket purchases made. Ms. Christensen added that proceeds from ticket sales are not tax-deductible.

VII. DISCUSSION ITEMS

a) Wine Walk Recap – Chair Rogers stated that the Wine Walk was a very successful event. A total of 541 tickets were sold through ticket sales and sponsorships. It is anticipated that next year's ticket sales would increase and staff is looking into increased participation from the merchants at The Shoppes. Staff received letters from participants thanking the Foundation for the event and providing recommendations for next year. Chair Rogers thanked staff and volunteers for their hard work.

Director Marshall stated that the Recreation brochure includes information for the following Foundation events: Foundation scholarship program, a full page promoting the Home Tour, and a recap of the Wine Walk thanking sponsors for their donations.

- b) 2012 Calendar of Events and Meetings – Chair Rogers stated that dates for upcoming events have to be finalized. He added that details of the Donors' Reception would be announced on e-mails and on the website.
- c) Volunteer Recognition Event – Cynthia Moran noted the importance of recognizing the volunteers that helped at the Foundation events to show the Board's appreciation for their hard work. She stated that 60 invitations have been sent out to volunteers. She added that volunteer hours were being tracked so they could be recognized for their contributions to the Foundation. Scott Kaplan suggested contacting Maurice Calderon to do the awards for the Volunteer Dinner.
- d) Home Tour – Ms. Moran stated that a deadline to be met for the Recreation Brochure which requires plans to be made in advance. The advertisement will provide enough details and direct readers to visit the Foundation website. She added that photos from last year's Home Tour may be provided into the ad and posted on the website. Ms. Moran asked for assistance in finding homes for the 2012 Home Tour and reminded everyone that parking would be an issue to consider for certain areas of Chino Hills.
- e) Donor Recognition Reception – Chair Rogers stated that the reception is currently being planned and proposed changes are suggested for the upcoming event. Director Marshall stated that a reception to recognize the donors will be held separately from the Gala event. He added that since summer schedule is extremely busy, moving the date up earlier in the year for the Donor Recognition Reception might be beneficial. Chair Rogers suggested that details may be further discussed at the next meeting on January 9, 2012.
- f) Presence at the City Events – Chair Rogers encouraged Board members to attend City events as ambassadors of the Foundation. Cynthia Moran suggested that name tags be purchased for Board members for this purpose.

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VIII. COMMITTEE REPORTS

None.

IX. COMMENTS

Chair Rogers stated that Ms. Christensen has been receiving donations to the Foundation. The Board thanked the Kramer family for their contribution to the Endowment Program. He reported that a donation of \$3,000 would be coming from Eric Glade and Ameriprise will be donating \$2,000. Grace Capps donated \$750 and Capital Group will match that donation.

Ms. Moran reported that she received three letters from children who were recipients of the Yellow Bus Program for the L.A. County Fair thanking her for her donation and suggested that children who received scholarships for Recreation programs could write a letter thanking donors for their generous contributions as well.

Brian Pollack stated that his daughter was the president of the Ayala Choir and they have offered to donate their services to the Foundation at upcoming events.

David Kramer asked staff how the community responds to the City. Kim Albarian stated the community reacts positively and are happy with the various events they attend, communicating with City staff, and participating in different City programs. Mr. Kramer stated that he read an article on the "golden rule" of the importance for people to be grateful for what they receive. He added that when the community is grateful, it can be seen in how they respond to the City. He believes that Chino Hills is a great place to live in because of the residents and the appreciation they have for the community they live in.

X. ADJOURNMENT

Meeting was adjourned at 5:05 p.m. to the next regular meeting on January 10, 2012.

Respectfully submitted by:

Carmen Fructuoso-Canter
Community Services Department

Signed by:

John Young, Board Secretary