

MINUTES  
CHINO HILLS COMMUNITY FOUNDATION MEETING  
May 14, 2012  
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 3:30 p.m.

II. PLEDGE OF ALLEGIANCE

Kristine Thalman led the Assembly in the Pledge of Allegiance.

III. ROLL CALL

|          |                   |                  |
|----------|-------------------|------------------|
| PRESENT: | Bill Hughes       | Kristine Thalman |
|          | Brian Pollack     | Peter Rogers     |
|          | Cynthia Moran     | Steven J. Elie   |
|          | David Kramer      | Tom Boyle        |
|          | Derek S. Williams | Wayne Scaggs     |

|         |               |              |
|---------|---------------|--------------|
| ABSENT: | Art Bennett   | Kelli Spiri  |
|         | Dave Ault     | Scott Kaplan |
|         | John R. Young | Tim Sotoodeh |

ALSO PRESENT: Brian Johsz, San Bernardino County District Director  
Jonathan Marshall, Director of Community Services  
Alma Hernandez, Administrative Analyst II  
Christine Martinez, Recreation Supervisor  
Kimberly Albarian, Recreation Supervisor  
Lisa Fjeldsted, Administrative Technician I

Wayne Scaggs arrived at 4:10

Brian Pollack arrived at 4:25

Tom Boyle left at 4:20

IV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

V. RECOGNITION OF OUTGOING BOARD MEMBER: Thalman

Chair Rogers thanked Ms. Thalman for her great work and contribution to the Foundation. The Board presented Ms. Thalman with a plaque for her 4-year term of service. Ms. Thalman thanked the Board for the opportunity and commended them for all the work they do for the community.

VI. ACTION ITEMS

a) Approval of March 12, 2012 Meeting Minutes

On motion by Bill Hughes, seconded by Derek Williams, the Minutes of the Meeting from March 12, 2012 were unanimously approved. All in favor. MOTION CARRIED.

b) Re-appointment of Board Members – terms expire in June: Young, Kramer, and Elie.

On motion by Bill Hughes, seconded by Tom Boyle, the Board approved to recommend members Young, Kramer, and Elie for re-appointment by the City Council. All in favor. MOTION CARRIED.

c) New Board Member

On motion by Derek Williams, seconded by Steven Elie, the Board approved to recommend Bill Taylor for appointment by the City Council. All in favor. MOTION CARRIED.

d) Election of Officers: Chair, Vice Chair, Treasurer, Secretary

On motion by Derek Williams, seconded by Bill Hughes, Peter Rogers will serve as Chair for the Foundation. All in favor. MOTION CARRIED.

On motion by Tom Boyle, seconded by Steven Elie, Cynthia Moran will serve as Vice Chair for the Foundation. All in favor. MOTION CARRIED.

On motion by Steven Elie, seconded by Cynthia Moran, Derek Williams will serve as Treasurer for the Foundation. All in favor. MOTION CARRIED.

On motion by Bill Hughes, seconded by Kristine Thalman, John Young will serve as Secretary for the Foundation. All in favor. MOTION CARRIED.

e) Approval of Annual Budget

The Fiscal Year 2012-2013 Budget was presented with total revenues of \$102,500 and expenses of \$41,000.

On motion by Steven Elie, seconded by Bill Hughes, the budget was approved with an increase to the Volunteer Recognition budget of \$1,100 bringing the total expenses to \$42,100. All in favor. MOTION CARRIED.

f) "Buy-a-Brick" Program: Pricing

On motion by Derek Williams, seconded by Bill Hughes, the price of 4 x 8 brick will remain at \$125.00 and the price for 8 x 8 brick will be decreased to \$350. All in favor. MOTION CARRIED.

VII. FINANCIAL REPORT

Derek Williams reported that the Foundation has a total of \$236,858 in Net Assets as of May 9, 2012; Unrestricted Assets equal \$206,258; Temporarily Restricted Assets equal \$7,600, which is the amount being reserved for the Library; and, Permanently Restricted Assets equal to \$23,000, which is the Endowment Fund.

VIII. DISCUSSION ITEMS

- a) Home Tour Recap – Ms. Moran thanked everyone for a very successful event. She added that the volunteers that helped organize the event were great.
- b) Community Center Update – Director Marshall reported that the Community Center will be located south of McCoy Equestrian, formerly known as Parks Residential. The ground breaking would be in September 2012.
- c) “Buy-a-Brick” Program – Chair Rogers stated that there is less than a year to sell bricks before construction is completed. The Committee and staff will begin working on a marketing strategy and revising informational materials.

Director Marshall stated that a booth has been reserved for the Concerts in the Park series to promote the brick sales. He suggested that Committee members should start soliciting businesses, service clubs, churches, and rotaries to participate.

- d) Wine Walk Committee Report – Chair Rogers reported the following changes to this year’s event:
  - Wine pouring sites increased to 20
  - Five non-alcohol sites
  - Wine tastings increased to 12
  - Tickets price increased to \$40 for advanced purchase and \$50 at the door.
- e) Year-Long Giving Campaign – Chair Rogers reported that a donation form is available and suggested that Board members encourage family, friends, and businesses to donate to the Foundation. He stated that all donations in the past two years will be accumulated for recognition on the Donor Wall at the new Community Center.
- f) Credit Cards – Ms. Hernandez reported that American Express discount fees are 2.89% compared to Visa or Mastercard, which are 1.82%. For similar total sales and number of transactions, American Express fees would be \$41.40; Visa or Mastercard fees would be \$25.20.

On motion by Mr. Pollack, seconded by Bill Hughes, the Foundation approved an American Express Merchant Account. All in favor. MOTION CARRIED.

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- g) Motivational Speaker Series – this item has been pulled from this agenda to be discussed at the next regular meeting on July 9, 2012.

IX. COMMENTS

Ms. Moran suggested that the Foundation could advertise their events in the Champion Newspapers.

Mr. Kramer suggested that the Foundation could do outreach to get the youth to possibly get their parents involved.

Mr. Hughes inquired where the placement of bricks would be in the Community Center facility. He stated that being able to indicate where the bricks would be located would motivate potential donors to purchase bricks. Director Marshall stated that he would provide an updated site plan.

Chair Rogers gave a recap of the Officer elections for the benefit of the late-comers.

Ms. Thalman invited the Board to the Annual Summer Solstice on June 22, 2012.

Mr. Pollack stated that the Home Tour Reception was a success. A suggestion was made for next year's event that the purchase of a Home Tour ticket would include two drink tickets for the reception. Any additional drinks would have to be purchased.

X. ADJOURNMENT

Meeting was adjourned at 5:15 p.m. to the next regular meeting on July 9, 2012.

Respectfully submitted by:

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Carmen Fructuoso-Canter  
Community Services Department

Signed by:

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John Young, Board Secretary  
Chino Hills Community Foundation