

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

**JANUARY 9, 2017
REGULAR MEETING**

**CHINO HILLS CITY HALL, COMMUNITY ROOM
14000 CITY CENTER DRIVE, CHINO HILLS, CALIFORNIA**

CALL TO ORDER

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 4:04 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG

Board Member Glen Anderson led the Assembly for the Pledge of Allegiance.

ROLL CALL

PRESENT:	BOARD MEMBERS:	
	DELINIA LEWIS	GLEN ANDERSON
	CYNTHIA MORAN	GRACE CAPPS (arrived at 4:08)
	DAN CAPENER	LISA McPHERON
	DARRIN LEE	PETER ROGERS
	DAVID KRAMER	SPENCER BOGNER

ABSENT:	BOARD MEMBERS:	
	AIMEE DAVIS	DARRYLL GOODMAN
	BILL HUGHES	DEREK S. WILLIAMS
	BILL TAYLOR	SYLVIA NASH
	BRIAN POLLACK	

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

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

FOUNDATION DEPARTMENT BUSINESS – ACTION ITEMS

APPROVE NOVEMBER 14, 2016, FOUNDATION MEETING MINUTES

Motion was made by Board Member Spencer Bogner and seconded by Board Member Glen Anderson; the meeting minutes were approved as presented.

Motion carried as follows:

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AYES: BOARD MEMBERS: MORAN, CAPENER, LEE, KRAMER, LEWIS, ANDERSON, MCPHERON, ROGERS, BOGNER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, HUGHES, TAYLOR, POLLACK, GOODMAN, CAPPS, WILLIAMS, NASH.

RECEIVE AND FILE FINANCIAL REPORT AS OF DECEMBER 2016

Motion was made by Board Member Delinia Lewis and seconded by Board Member Dan Capener; the financial report was approved as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: MORAN, CAPENER, LEE, KRAMER, LEWIS, ANDERSON, CAPPS, MCPHERON, ROGERS, BOGNER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: DAVIS, HUGHES, TAYLOR, POLLACK, GOODMAN, WILLIAMS, NASH.

DISCUSSION CALENDAR

DISCUSS PROPOSAL FOR HOLIDAY HOME TOUR

Board Member Cynthia Moran presented the Board advisory committee's proposal for the Holiday Home Tour. After discussion from the Board, the following was agreed upon:

- Holiday Home Tour would be a "community" event
- it will be held on Sunday, December 3 at the Community Center
- check-in will be at the Community Center; no check-in at the homes
- dessert and coffee reception from start to 8 p.m.
 - it was discussed to start the event an hour earlier than normal for participants to be able to enjoy the exterior lights.
- alcohol will only be served after 6 p.m.
- silent auction will be kept to a minimum with 5 to 10 items
- raffle baskets to be kept to a minimum; no more than 25
 - winners need not be present
 - baskets to be picked up at the Community Center
- the live auction to be eliminated
- ticket prices to be \$25 to \$30
- holiday atmosphere including Santa and hot beverages

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- community groups will be invited to participate including the high school choir groups, a Boys Republic dessert table, and a Boys Republic wreath table

UPDATE ON CHINO HILLS JAZZ & BLUES FESTIVAL

Board Member Glen Anderson gave a status update on the festival. All the artist contracts have gone out for signature. Two logos have been completed; one is for the t-shirts and the other is for correspondence. The plan is to heavily promote using all forms of media to Chino Hills and surrounding cities. Donated food will be used in the green room which will be hosted in the snack bar. Board Member Delinia Lewis commented that food trucks are in place with a range of food pricing available. Regular ticket prices are \$50 and Preferred tickets will also be available. The stage will be set at 2nd base facing the outfield and vendor tables will be set up in the greenbelt area adjacent to the field.

DISCUSS BOARD MEETING LOCATION CHANGE

It was agreed to move the May and November Foundation meetings to the Community Center to facilitate the sharing of recording equipment with the Healthy Hills Committee.

COMMITTEE REPORTS

FUND DEVELOPMENT – DONOR RECEPTION

The donor reception will be hosted at John Young's home on March 4.

BOARD DEVELOPMENT – VOLUNTEER RECEPTION

The Volunteer Reception was a success.

CHARTS UPDATE

Chino Hills ARTS is continuing with the quarterly art shows at the Community Center in combined efforts with City staff. This first quarter is an exception; the art display revolves around the City's 25th anniversary. Board Member Glen Anderson mentioned there will be more musical events after the Jazz & Blues Festival.

BOARD COMMENTS

Rogers: Chair Peter Rogers stated that the Board members whose terms are expiring will be discussed at the next meeting.

Lee: Board Member Darrin Lee gave kudos to Glen, Peter, and Delinia for the amount of effort they put into Foundation events.

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McPheron: Board Member Lisa McPheron asked about the Youth Scholarship Brochure. Ms. Hernandez stated that it was a sample. The pamphlets will be put out at all the counters and the HOPE Resource Center, including the Spanish version. Ms. Armit mentioned that it would also be included in the spring brochure.

Capps: Vice Chair Grace Capps reminded the Board that last year the Strategic Planning committee set a goal to increase Foundation revenues by 10%, annually. She asked Ms. Hernandez to look at the revenue figures to determine if we met that goal for last year.

Anderson: Board Member Glen Anderson stated that he underestimated the popularity of the Home Tour as he heard a lot of positive feedback from the community.

Kramer: Board Member David Kramer stated that the Holiday Home Tour will hopefully bring more families including kids.

Moran: Board Member Cynthia Moran suggested that Los Serranos Country Club be a possible venue for the Holiday Home Tour reception.

ADJOURNMENT

Chair Rogers adjourned the meeting at 5:25 p.m. until the next regular meeting scheduled on March 13, 2017, at 4:00 p.m.

Respectfully submitted by:

Emily Ortiz
Community Services Department

Signed by:

Lisa McPherson, Board Secretary
Chino Hills Community Foundation