

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

JULY 8, 2019
REGULAR MEETING

CHINO HILLS COUNCIL CHAMBERS
14000 CITY CENTER DRIVE, CHINO HILLS, CALIFORNIA

CALL TO ORDER

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 4:01 p.m.

ROLL CALL

PRESENT: BOARD MEMBERS:
PETER ROGERS CYNTHIA MORAN – 4:09 PM
BILL HUGHES DARRIN LEE
GLEN ANDERSON DARRYLL GOODMAN
GRACE CAPPS KATHLEEN SMITH
PETER PIRRITANO DELINIA LEWIS
SPENCER BOGNER SYLVIA NASH

ABSENT: BOARD MEMBERS:
BILL TAYLOR DAN CAPENER
DAVID KRAMER

ALSO PRESENT: ALMA HERNANDEZ, SR. MANAGEMENT ANALYST
MELISSA ARMIT, COMMUNITY SERVICES SUPERVISOR
ROBYN ROGERS, COMMUNITY SERVICES ADMIN. ASST. II

PLEDGE OF ALLEGIANCE TO THE FLAG

Board Member Darrin Lee led the Assembly for the Pledge of Allegiance.

PUBLIC COMMENTS

City Manager Ben Montgomery addressed the Chino Hills Community Foundation and thanked the Foundation for their generous contributions to the community.

FOUNDATION DEPARTMENT BUSINESS – DISCUSSION CALENDAR

APPROVE MAY 13, 2019 FOUNDATION MEETING MINUTES

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

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Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, HUGHES, LEE, ANDERSON, GOODMAN, CAPPS, SMITH PIRRITANO, LEWIS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: TAYLOR, CAPENER, KRAMER, MORAN.

RECEIVE AND FILE THE PELIMINARY FINANCIAL REPORT AS OF JUNE 30, 2019

Motion was made by Board Member Bill Hughes and seconded by Board Member Peter Pirritano to receive and file the preliminary financial report as submitted.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, HUGHES, LEE, ANDERSON, GOODMAN, CAPPS, SMITH PIRRITANO, LEWIS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: TAYLOR, CAPENER, KRAMER, MORAN.

APPROVE RESOLUTION AUTORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

Motion was made by Board Member Spencer Bogner and seconded by Board Member Darrin Lee to adopt Resolution CHCF NO. 2019-01 authorizing the investment of monies in the State of California Local Agency Investment Funds.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, HUGHES, LEE, ANDERSON, GOODMAN, CAPPS, SMITH PIRRITANO, LEWIS, BOGNER, NASH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: TAYLOR, CAPENER, KRAMER, MORAN.

APPOINT BOARD MEMBERS TO THE FOLLOWING COMMITTEES FOR FISCAL YEAR 2019-2020

Motion was made by Board Member Spencer Bogner and seconded by Board Member Darryll Goodman to appoint Board Members to the following committees:

EXECUTIVE – ROGERS (CHAIR), TAYLOR, MORAN, PIRRITANO.

BOARD DEVELOPMENT – ROGERS (CHAIR), LEE, ANDERSON, GOODMAN.

FINANCE AND INVESTMENT – PIRRITANO (CHAIR), HUGHES, CAPENER, BOGNER.

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FUND DEVELOPMENT – PIRRITANO (CHAIR), NASH, LEWIS, SMITH.

PUBLIC AFFAIRS – LEWIS (CHAIR), LEE, GOODMAN, MORAN, ANDERSON, BOGNER.

STRATEGIC PLANNING – CAPPS (CHAIR), TAYLOR, KRAMER, ANDERSON, ROGERS.

Motion carried as follows:

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

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: TAYLOR, CAPENER, KRAMER.

REVIEW FISCAL YEAR 2018-2019 PRELIMINARY DONOR LIST

Board members reviewed the contributions for Fiscal Year 2018-2019 for display on the Donor Wall at the Community Center.

DISCUSS THE PURCHASE OF MARKETING SUPPLIES

Board Members discussed the purchase of fitted table covers and a framed sign stand to be used at special events such as Concerts in the Park and other events.

Motion was made by Board Member Bill Hughes and seconded by Board Member Glen Anderson to amend the budget in the amount of \$500 for the purchase of 2 fitted table cloths and a framed sign stand.

Motion carried as follows:

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

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: TAYLOR, CAPENER, KRAMER.

REVIEW CALENDAR FOR UPDATES

Board Members reviewed the Chino Hills Community Foundation Three Year Event Schedule. Vice Chair Moran requested the addition of due dates for setting dates of upcoming events be added to the calendar.

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COMMITTEE REPORTS

FUND DEVELOPMENT COMMITTEE

Chair Peter Rogers informed Board Members that tickets for Wine Walk will go on sale July 15, 2019 and there are a total of 1,050 tickets available. Board Member Sylvia Nash said there will be 3 homes decorated for the Holiday Home Tour.

STRATEGIC PLANNING COMMITTEE

Board Member Grace Capps inquired about the Trails Enhancement Project. Community Services Supervisor Melissa Armit informed the Foundation that trail maps are in production, trail mile markers have been installed for phase 2 and all items have been purchased for the last 7 trails with installation in 2020. Board Member Grace Capps encouraged committees to set 1 or 2 goals for the upcoming year and asked about future project ideas. Possible projects include funding an L.E.D. marquee, a band shell, the Military Banner program, or additional adaptive swings.

BOARD DEVELOPMENT COMMITTEE

Chair Peter Rogers informed the Foundation that there is one position on the Board that will need a replacement. He said there are a couple of candidates to consider and the candidates will be discussed once they are finalized.

CHARTS COMMITTEE

Board Member Glen Anderson reminded the Foundation that the Scotty Mac Band concert is the final concert for the 2019 Concert Series and will take place on August 24, 2019. He informed the Foundation that discussions are taking place with the Attic Theater and the Maverick Theater to add an upcoming theater component to cHARTS.

BOARD COMMENTS

Goodman: Board Member Darryll Goodman previously attended Hot Country Nights and reported it was very well attended.

Lewis: Board Member Lewis requested authorization to look into a custom Snapchat filter for the Wine Walk.

Lee: Board Member Lee inquired about the revenue of the last Concert Series concert and asked if there should be additional security for the country concert. Senior Analyst Alma Hernandez reported the revenue of the last concert was \$2,400 plus \$1,600 in concessions. Community Services Supervisor Melissa Armit informed the Foundation that there will be plenty of staff on hand and no additional security should be required.

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ADJOURNMENT

Chair Rogers adjourned the meeting at 5:24 p.m. until the next meeting scheduled on September 9, 2019, at 4:00 p.m. at the Chino Hills City Hall Community Room.

Respectfully submitted by:

Robyn Rogers
Community Services Department

Signed by:

Bill Taylor, Board Secretary
Chino Hills Community Foundation