

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

September 13, 2021
REGULAR MEETING

CHINO HILLS, CALIFORNIA

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 4:07 p.m.

ROLL CALL

PRESENT: BOARD MEMBERS: PETER ROGERS
PETER PIRRITANO
MARY FAULHABER
GLEN ANDERSON
SPENCER BOGNER
DARRYLL GOODMAN
SAMANTHA JAMES-PEREZ
DAVID KRAMER
DARRIN LEE
SYLVIA NASH

ABSENT: BOARD MEMBERS: AIMEE HOLLIDAY DAVIS
DAN CAPENER
CYNTHIA MORAN
KATHLEEN SMITH
BILL HUGHES

ALSO PRESENT: JONATHAN MARSHALL, COMMUNITY SERVICES DIRECTOR
MELISSA ARMIT, SR. COMMUNITY SERVICES SUPERVISOR
ALMA HERNANDEZ, SR. MANAGEMENT ANALYST
MARLENE SIU, FOUNDATION SECRETARY

PLEDGE OF ALLEGIANCE TO THE FLAG

Board Chair Peter Rogers led the Assembly for the Pledge of Allegiance.

PRESENTATIONS

INTRODUCTION OF NEW BOARD MEMBER

Board Chair Peter Rogers introduced new Foundation Secretary Marlene Siu.

PUBLIC COMMENTS

None.

FOUNDATION DEPARTMENT BUSINESS

CONSENT CALENDAR

Board Chair Rogers announced the Consent Calendar and asked the Board if there were any items to pull. Hearing none, a motion was made by Board Member Sylvia Nash and seconded by Board Member Samantha James-Perez to approve the following Consent Calendar items:

MINUTES

The Board members approved the July 12, 2021, Chino Hills Community Foundation Meeting Minutes, as presented.

INVESTMENT REPORT

The Board members received and filed the Quarterly Investment Report as of June 30, 2021, as presented.

FINANCIAL REPORT

The Board members received and filed the Preliminary Financial Report as of August 31, 2021, as presented.

EVENTS PLANNING CALENDAR

The Board members received the Three-Year Events Planning Calendar, as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, FAULHABER, GOODMAN, JAMES-PEREZ, KRAMER, LEE, NASH, PIRRITANO.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: CAPENER, HOLLIDAY DAVIS, HUGHES, MORAN, SMITH

DISCUSSION CALENDAR

DISCUSS WEBSITE

Board Chair Peter Rogers discussed the updates to the website redesign. He stated the redesign is nearly complete, however there are areas that still require adjustments. Although, he is working with Michelle "Misha" Mace, foundation webmaster, to correct these errors.

Board Member Glen Anderson asked who oversees website content, and if there are corrections that need to be updated, who should they be directed to. Board Chair Rogers informed him the corrections first begin with Supervisor Armit, then are routed to Misha Mace for final updates.

DISCUSS FUTURE PROJECTS

Board Chair Rogers asked Director Jonathan Marshall for an update to the All-Inclusive Playground at Crossroads Park and reiterated that the Foundation committed to donating

\$100,000 towards the project. Chair Rogers added that the Foundation could increase the amount, if necessary. He informed the board that The Applebaum Family donated \$50,000, and The Kramer Family Foundation donated \$20,000 towards the All-Inclusive Playground at Crossroads Park. Director Marshall added that the City received \$260,000 of Prop 68 funds towards the All-Inclusive Playground at Crossroads Park, so that project is considered fully funded, and will be completed in early Spring 2022. Updates will include the playground and surfacing, fitness equipment, gazebo and pathway improvements, parking lot, and signage. The Foundation funds are specifically being used to update the playground.

Chair Rogers emphasized the need for an up-to-date discussion regarding future projects for the Foundation to consider for donation. Discussion included the possibility of donating defibrillators to the Chino Valley Fire Foundation or making inquiries to the James S. Thalman Chino Hills Branch Library to see if there is anything of need. Board Chair Rogers then questioned Director Marshall about other possible City projects in need of funding. Director Marshall suggested the Mobile Recreation vehicle, which is over ten years old. In addition, he mentioned that Torrey Pines Park, Veteran's Park Amphitheater, lighting for the Skate Park, Grand Avenue Park renovation, and a Splash Pad would be presented to the Parks and Recreation Commission in October for their consideration.

Board Member Darrin Lee asked if the proposal for the Splash Pad is specifically for placement at Crossroads Park. Director Marshall informed Board Member Lee the location has not been decided and will be discussed at an upcoming Parks and Recreation Commission meeting, as well as if the project should continue. Board Member Lee asked if there were liability issues involving a Splash Pad. Board Chair Rogers stated that research will be conducted to determine if this project is practical. Board Member James-Perez mentioned the Splash Pad has lots of support from the community, though there are plenty of complicated factors that go with the project. She also stated she fully supports the Mobile Recreation vehicle purchase being that it is a direct benefit to the community. Board Member Lee asked the lifespan of a Mobile Recreation vehicle. Supervisor Armit responded that because of the customization of the vehicle, besides the motor, there was no set timeline of the true lifespan of the vehicle. Director Marshall added that updates are necessary with the increase in usage, and as graphics and technology changes. He also mentioned that the budget for this annually is \$100,000.

Director Marshall also suggested the Mobile Show Wagon for consideration for funding. He explained this is used at all the Concerts in the Parks, and at various events throughout Southern California, which has contributed to the degradation of the wagon. Board Secretary Mary Faulhaber asked if the old van would be in operation as well if a potential new van was added. Director Marshall stated he would approve the use of both vehicles for things such as special events which require a need for both. He added these projects will be considered for funding by the \$10.5 million in recovery money the City will receive as well, and discussed amongst the Parks and Recreation Commission, and City Council, to prioritize. He commented that any added donations by the Foundation to these projects are appreciated.

Board Chair Rogers suggested providing an estimate of what a new Mobile Recreation vehicle would cost, to the Foundation, and in the next six months the board can consider funding a portion of the project. Director Marshall gave a rough estimate of \$100,000, for now. Board Member Anderson questioned how the public is informed of the vehicle's schedule. Director Marshall stated that information is updated in the City's Recreation Guide. Board Member James-Perez suggested bringing the Mobile Recreation vehicle to a future meeting, Director Marshall agreed. Board Member Lee asked if other funding sources are available to supplement any costs the Foundation's donation would not cover. Director Marshall informed the Board the City seeks out funding from grants, or other subsidized funding.

Board Member Anderson questioned how the schedule is compiled to determine the locations that the Mobile Recreation vehicle visits, and when. Board Chair Rogers explained that the schedule is based on a specific day of the week, and that is repeated weekly. Supervisor Armit added that it follows the schedule for the schools in the Chino Valley Unified School District, and it can vary depending on the season. Board Member Lee inquired if local service clubs could provide donations towards a new vehicle as a community project, specifying if funding had to be solely from the Foundation. Chair Rogers confirmed service clubs could contribute towards funding, noting that the Show Wagon was donated by the Lyon's Club, as an example. Director Marshall added that the Show Wagon carries the Lyon's Club logo, and a similar form of advertisement would be possible for donations towards the new Mobile Recreation vehicle.

Board Secretary Faulhaber asked for feedback on the Utility Box Art Box Program, she questioned if there are plans for additional wraps in the future. Rogers explained that it was on a yearly basis, and the next round of boxes will be wrapped in 2022. She asked how long they typically last, and about the community's response to the project. Director Marshall commented the feedback has been positive, and the lifespan varies depending on surrounding environmental factors. He added the selection process for new photos will begin in the new year as well.

Board Chair Rogers concluded the discussion with explaining the Foundation will consider these options for a large donation, and possibly include other smaller donations as well.

COMMITTEE REPORTS

Chair Peter Rogers

- EXECUTIVE COMMITTEE
Chair Rogers informed Board Members that the Executive Committee has not met recently, but will meet soon, and he will provide updates accordingly.
- BOARD DEVELOPMENT COMMITTEE
Chair Rogers informed Board Members that the Board Development Committee has not met recently either, but plans are set to meet soon, as there is an opening

which he currently has a prospective member in mind for based on the needs of the committee.

- **WINE WALK SUBCOMMITTEE**

Chair Rogers stated the sponsorships are flourishing, and a banner showcasing the sponsorships above \$5,000 will be displayed at the event. He added the VIP tickets are currently sold out, though if there are any returned from sponsors, they will be added back to the website for sale. Chair Rogers also added that if any Board Members are interested in donating their time to volunteering, they are to notify Board Secretary Faulhaber.

Treasurer Peter Pirritano

- **FUND DEVELOPMENT COMMITTEE**

Board Treasurer Peter Pirritano delivered the Investment Report. Board Chair Rogers and Board Secretary Faulhaber requested an update on the Anedot App, a possible application to use for donation software. Senior Management Analyst Hernandez noted that she asked Board Vice Chair Cynthia Moran to provide additional research on the application, and how it would be used to fundraise for the Foundation, specifically how the outreach will be done and the legalities of sending text messages.

BOARD COMMENTS

Lee: Board Member Lee questioned if the Community Relations team for the City could assist with advertising for the Foundation and help define the group's purpose. Chair Rogers responded that there could be a possibility and would discuss with the City Manager. Board Member Anderson stated the marquee would be beneficial to advertise the Foundation's events because the location is in a great centralized location. Board Secretary Faulhaber proposed additional banners throughout the City, stating that as she's passing them, they are easily noticeable. Board Treasurer Pirritano suggested submitting an article to a local magazine, advertising the Foundation's purpose. Board Member Goodman added the Foundation could advertise, adding the website or donation information, at the Shoppes when the banner site was not being utilized. Board Member Lee requested a YouTube video to assist with marketing the Foundation's purpose. He also requested a decision on a Chino Hills Community Foundation shirt, and recommended starting with a consensus on the color, suggesting any shade of blue. He added that it could vary in style, as every person prefers a specific cut or style that is flattering to them; so long as the color is a shade of blue, ranging from light blue to royal blue, then we can collectively send each individual member's selection in to add the logo through Threadworks Inc. Board Member Lee asked Senior Management Analyst Hernandez to request a quote for solely the stitching, versus the purchase of a shirt through Threadworks, with the addition of the Foundations logo and each member's title. Senior Management Analyst Hernandez stated she would follow up to provide quotes for the stitching on an individually purchased shirt. Board Member Lee said he would send an email to all board members with the options discussed, as well as include the

Threadworks Inc. catalog for members to view. Senior Management Analyst Hernandez added certain styles of shirts through Threadworks are backlogged.

Anderson: Board Member Anderson Chair mentioned that the Charitable Giving Program could work in combination with the Donate page on the Foundation's website. He added that the committee will be working on a letter. He suggested March 11th or March 25th for Kid's Art Exploration Day at the Shoppes. Chino Hills Music and Arts Festival ad-hoc committee is formed and will meet after Wine Walk is complete.

Faulhaber: Board Secretary Faulhaber will provide an update for the Volunteer Committee at the next meeting. The Wine Walk volunteers will meet at the Community Center on October 4th. She also gave her congratulations to Glen Anderson on his performance at the Derek Bordeaux concert.

Nash: Board Member Nash said she is glad to see everyone.

James-Perez: Board Member James-Perez considers the Derek Bordeaux Concert a success and was pleased with the turnout.

Lee: Board member Lee announced that the Chino Valley Rotary has a Lobster Festival on the September 19th, the tickets are available on the Chino Valley Rotary Facebook.

Goodman: Board Member Goodman notified the Board the ad for the Wine Walk was released in the Inland Empire Daily Bulletin.

Kramer: Board Member Kramer questioned the size of the digital marquee. Board Chair Rogers stated he estimates it to be four feet high, and nine feet wide. He suggested reducing the speed limit on Peyton Drive as a mark of appreciation to the City.

Anderson: Board Member Anderson questioned if the new Military Monument Flagpole has been raised, Supervisor Armit informed him the flag raising will take place at the Salute to Service Event.

Bogner: Board Member Bogner suggested focusing on the endowment this year so as not to lose money due to inflation. Senior Management Analyst Hernandez gave the Board direction that any changes to the investments would need to be provided to the Board Trustee, which is the Finance Director.

Rogers: Welcome Marlene Siu as the new Chino Hills Community Foundation Secretary.

ADJOURNMENT

Board Chair Rogers adjourned the meeting at 5:57 p.m.

CHINO HILLS COMMUNITY FOUNDATION
REGULAR MEETING

SEPTMEBER 13, 2021

Respectfully submitted by:

Marlene Siu, Administrative Assistant II
Community Services Department, City of Chino Hills

Signed by:

Mary Faulhaber, Board Secretary
Chino Hills Community Foundation