

# **MINUTES**

## **CHINO HILLS COMMUNITY FOUNDATION**

**MARCH 8, 2021  
REGULAR MEETING**

**CHINO HILLS, CALIFORNIA**

The Regular meeting of the Chino Hills Community Foundation was held pursuant to Section 3 of Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 and all members joined this meeting remotely through Zoom

### **CALL TO ORDER**

Chair Peter Rogers called the Chino Hills Community Foundation Meeting to order at 4:03 p.m.

### **ROLL CALL**

PRESENT:	BOARD MEMBERS:	
	PETER ROGERS	CYNTHIA MORAN
	SYLVIA NASH	PETER PIRRITANO
	SPENCER BOGNER	BILL HUGHES
	MARY FAULHABER	KATHLEEN SMITH
	GLEN ANDERSON	DAN CAPENER
	DARRYLL GOODMAN	DARRIN LEE – ARRIVED AT 4:11
	DAVID KRAMER	

ABSENT:	BOARD MEMBERS:	
	DELINIA LEWIS	GRACE CAPPS

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

### **PLEDGE OF ALLEGIANCE TO THE FLAG**

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

**FOUNDATION DEPARTMENT BUSINESS – DISCUSSION CALENDAR**

**APPROVE JANUARY 11, 2021 MEETING MINUTES**

Motion was made by Board Member Sylvia Nash and seconded by Board Member Darryll Goodman to approve the minutes as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, BOGNER, CAPENER, FAULHABER, GOODMAN, HUGHES, KRAMER, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: CAPPS, LEE, LEWIS.

**RECEIVE AND FILE QUARTERLY INVESTMENT REPORT AS OF DECEMBER 31, 2020**

Board Members received and filed a copy of the of the Quarterly Investment Report.

Motion was made by Board Member Glen Anderson and seconded by Board Member Peter Pirritano to accept the Quarterly Investment Report as of December 31, 2020.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, BOGNER, CAPENER, FAULHABER, GOODMAN, HUGHES, KRAMER, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: CAPPS, LEE, LEWIS.

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**RECEIVE AND FILE FINANCIAL REPORT AS OF FEBRUARY 28, 2021**

Board Members received and filed a copy of the of the Financial Report.

Motion was made by Board Member Sylvia Nash and seconded by Board Member Peter Pirritano to accept the Financial Report as of February 28, 2021.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, BOGNER, CAPENER, FAULHABER, GOODMAN, HUGHES, KRAMER, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: CAPPS, LEE, LEWIS.

**APPROVE AUDIT REPORT AS OF JUNE 30, 2020**

Board Members received and filed a copy of the of the Audit Report.

Motion was made by Board Member Glen Anderson and seconded by Board Member Kathleen Smith to accept the Audit Report as of June 30, 2020.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, BOGNER, CAPENER, FAULHABER, GOODMAN, HUGHES, KRAMER, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: CAPPS, LEWIS.

**RATIFY BUDGET AMENDMENT FOR COMMUNITY CARE PACKAGES PROGRAM**

Board Chair Peter Rogers informed the Board that a budget amendment is required for the Community Care Packages Program. The care packages have been distributed to

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the public. Board Members discussed using \$1,000 from the Donor Reception budget to cover the cost of the Community Care Packages Program.

Motion was made by Board Member Sylvia Nash and seconded by Board Member Peter Pirritano to ratify a budget amendment in the amount of \$1,000 for the Community Care Packages Program.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, BOGNER, CAPENER, FAULHABER, GOODMAN, HUGHES, KRAMER, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: CAPPS, LEWIS.

### **DISCUSS IDEAS FOR COMMUNITY ENGAGEMENT**

In an effort to get the Foundation's name out there and show the community that it is still active and doing things, Board Member Mary Faulhaber presented the board with the idea of sponsoring a City program, such as the Rec to Go program, or doing things on their own, such as an art contest. Various board members concurred that it was a good idea to market the Foundation by way of small events that don't expend huge resources.

After much discussion, Chair Rogers proposed that the Foundation sponsor one of the City's upcoming virtual contests. The actual contest was not identified, as City staff was still working on finalizing details for summer programming. He mentioned that no budget amendment would be needed, as the cost would be about \$100. A small team was formed which included Board Members Faulhaber, Anderson, Goodman, and Smith to evaluate ideas for the board to consider at their next meeting, as well as weigh the pros and cons of collaborating with the City or having one or two Foundation events. Board Member Faulhaber stated she would reach out to Community Services Supervisor Armit to schedule a meeting along with the team.

Vice Chair Cynthia Moran expressed that this was a good time to harness the Foundation's volunteers to assist with different things. Chair Rogers added that the Foundation probably needed to reengage the volunteers to update them on what has been going on, perhaps sending them a letter. Board Member Faulhaber stated that she had made note of the letter and that she and Chair Rogers could discuss at a later time.

No formal action or vote was taken on this item.

### **REVIEW AND PROVIDE DIRECTION ON PROPOSED FY 21-22 BUDGET**

Board Members reviewed the Proposed FY 21-22 Budget. No changes were made.

### **REVIEW BOARD MEMBER TERM EXPIRATIONS**

Board Chair Peter Rogers asked Board Members with upcoming term expirations to notify Vice Chair Moran, Senior Management Analyst Hernandez, or himself if they wish to remain on the Board.

### **OPEN NOMINATION PROCESS FOR EXECUTIVE BOARD POSITIONS**

Board Chair Peter Rogers declared nominations open for Executive Board positions and asked Board Members to notify Vice Chair Moran, Senior Management Analyst Hernandez, or himself should they be interested in an Executive Board position.

### **RECOMMEND APPROVAL OF NEW BOARD MEMBER**

Board Chair Peter Rogers informed Board Members that the Board Development Committee has reviewed the qualifications of Samantha James-Perez. The committee found Ms. James-Perez to be a good candidate to serve as a new Board Member.

Motion was made by Board Member Glen Anderson and seconded by Board Member Sylvia Nash to approve Samantha James-Perez as a new Community Foundation Board Member.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, ANDERSON, BOGNER, CAPENER, FAULHABER, GOODMAN, HUGHES, KRAMER, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: CAPPS, LEWIS.

### **REVIEW CALENDAR**

Board Members reviewed the tentative calendar for 2021. Board Chair Peter Rogers informed Board Members that it is hopeful there will be one concert in late Summer or

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early Fall. He asked staff to provide the calendar to new Board Member Samantha James-Perez.

### **COMMITTEE REPORTS**

#### **FUND DEVELOPMENT COMMITTEE**

Board Chair Peter Rogers said Wine Walk is scheduled for October 9, 2021. Planning is set to begin in late April 2021. He mentioned that the budget may need to be adjusted as some wineries may not be able to donate as much this year.

Board Member Glen Anderson said a concert is tentatively scheduled for September 11, 2021 with Derek Bordeaux. The concert will take place at the Community Center with social distance protocols. He also said the Kids Art Expo may be moved to the Fall or will be scheduled for March 2022.

### **BOARD COMMENTS**

**Rogers:** Board Chair Rogers informed the Board that the Foundation website is being updated. He explained that there has been an issue with an outside entity redirecting the Foundation website. The updated website will have fresh content and the new Foundation logo. Chair Rogers said a volunteer outreach letter will be sent out soon to keep volunteers engaged. He informed the Board that the Veteran's Group has reached out for a donation towards the Military Monument flagpole, which is estimated to cost \$10,000. Chair Rogers requested the item be agendaized at the May meeting.

**Moran:** Board Member Moran said the community care packages came together nicely. She thanked Board Members Faulhaber, Nash, Rogers, Anderson, and Lee as well as Parks and Recreation Commissioner Gavela and Diane Reese.

**Faulhaber:** Board Member Faulhaber thanked all who helped with the community care packages. She thanked Board Member Smith for her help with all of the bags.

**Nash:** Board Member Nash said cars flowed well and remained consistent during the Community Care Package event.

**Pirritano:** Board Member Pirritano said the Foundation is a great Board with members who have great hearts. He said he would like to extend his term on the Board.

**Hughes:** Board Member Hughes said he would like to extend his term. He said the McCoy Equestrian Center has been a success and will fulfill what the McCoy's envisioned.

**Anderson:** Board Member Anderson inquired if the City still plans to install a marquee in 2022, to which Chair Rogers responded affirmatively.

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**Nash:** Board Member Nash informed the Board that there will be a Prayer Breakfast on May 11, 2021 at Los Serranos Country Club. She said actor Kirk Cameron will be the key-note speaker and will be co-hosted by various Mayors from surrounding cities.

**Kramer:** Board Member Kramer said he would like to get youth involved in the Foundation. He suggested a Junior Foundation. Mr. Kramer also said he would love the City to have a slogan.

**Smith:** Board Member Smith welcomed Samantha James-Perez to the Board.

**Lee:** Board Member Lee informed the Board that he was promoted to Lieutenant and will work the weekend graveyard shift. He said he enjoyed engaging with the community during the Community Care Package event. Mr. Lee said he spoke with a gentleman named David Hernandez who is willing to volunteer to play acoustic music at future events.

**Bogner:** Board Member Spencer Bogner said he is looking forward to meeting in person again.

**ADJOURNMENT**

Board Chair Rogers adjourned the meeting at 5:31 p.m.

Respectfully submitted by:

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Robyn Rogers  
Community Services Department

Signed by:

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Mary Faulhaber, Board Secretary  
Chino Hills Community Foundation