

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

SEPTEMBER 9, 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 4:04 p.m.

ROLL CALL

PRESENT:

BOARD MEMBERS:

PETER ROGERS

BILL HUGHES

GLEN ANDERSON

GRACE CAPPS

PETER PIRRITANO

CYNTHIA MORAN

DAN CAPENER

DARRYLL GOODMAN

KATHLEEN SMITH

DAVID KRAMER

ABSENT:

BOARD MEMBERS:

DARRIN LEE

DELINIA LEWIS

BILL TAYLOR

SYLVIA NASH

SPENCER BOGNER

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 Bill Hughes led the Assembly for the Pledge of Allegiance.

PUBLIC COMMENTS

None

FOUNDATION DEPARTMENT BUSINESS – DISCUSSION CALENDAR

APPROVE July 8, 2019 FOUNDATION MEETING MINUTES

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

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Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, PIRRITANO, HUGHES, GOODMAN, ANDERSON, CAPENER, KRAMER, CAPPS, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: TAYLOR, NASH, LEE, LEWIS, BOGNER.

RECEIVE AND FILE THE QUARTERLY INVESTMENT REPORT AS OF JUNE 30, 2019

Board Members received and filed the Quarterly Investment Report.

PRESENT SUMMER SCHOLARSHIP RECAP

Senior Management Analyst Alma Hernandez provided a recap on the Chino Hills Community Foundation Scholarship Program. 21 individual children received a Youth Scholarship for recreation classes and 17 individual children received a Summer Day Camp scholarship.

APPROVE A \$6,700 DONATION TO THE CITY OF CHINO HILLS FOR COMMUNITY CENTER ENHANCEMENTS

City Staff requested a donation of \$6,700 from the Brick Program Phase III fundraising to fund furniture for the front and back patios at the Community Center.

Motion was made by Board Member Kathleen Smith and seconded by Board Member Bill Hughes to approve a \$6,700 donation to the City of Chino Hills for Community Center Enhancements.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, PIRRITANO, HUGHES, GOODMAN, ANDERSON, CAPENER, KRAMER, CAPPS, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: TAYLOR, NASH, LEE, LEWIS, BOGNER.

REVIEW EVENT CALENDAR

Board members provided updates for the event calendar. The Kids Art Exploration event will be held on March 21, 2019. The Donor Recognition event will be held on either March 7 or March 14, 2019.

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DISCUSS DONOR RECOGNITION POLICY

Board Members reviewed the Donor Recognition Policy. Chair Rogers stated that all references to EnCork should be removed.

DISCUSS COMMITTEE GOALS

Board Member Grace Capps requested a meeting with the Finance Committee and the Fund Development Committee to discuss future goals. As part of the Public Affairs Committee, Board Member Glen Anderson suggested a City Marquee as one of the goals for a future project as a tool to market events. The Board discussed recruiting an intern at either the high school or college level. Chair Peter Rogers agreed the Public Relations Committee would benefit from hiring a Social Media intern. Board Member Grace Capps said adding another Board Member is also a goal.

COMMITTEE REPORTS

FUND DEVELOPMENT COMMITTEE

Chair Peter Rogers informed Board Members that 50% of tickets for Wine Walk have been sold, including 95 VIP tickets, 25 designated driver tickets, and 358 general admission tickets. He said \$45,000 in sponsorships had been received. Chair Rogers said the committee is reaching out to more restaurants for food at Wine Walk. Vice Chair Moran said Holiday Home Tour planning is going well.

BOARD COMMENTS

Hughes: Board Member Bill Hughes said the Foundation has been working hard.

Anderson: Board Member Anderson said the Foundation will need to reconvene about the bands for next year's music events. He also suggested the City create a policy for public art and tie that to new developments in order gain revenue from public art.

Moran: Board Member Moran asked for an update on the Trails Enhancement Project. Community Services Supervisor Melissa Armit advised Board Members that staff is in the process of creating trail maps, secondary signage, and installation of the final phase of the first donation. She said Phase II will begin in early 2020. Ms. Armit said the project is approximately halfway complete. Board Member Moran asked for a volunteer Board Member to address the City Council. Board Member Anderson agreed to address the Council. Board Member Moran suggested adding a "Volunteer of the Quarter" recognition to the Foundation Board Meetings.

Rogers: Chair Rogers informed Board Members that the Concert Series accounting is complete and the series brought in \$10,000. He invited Board Members to an upcoming BBQ.

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Pirritano: Board Member Pirritano said he attended the Scotty Mac Band concert and said it went well. He is looking forward to next year's Concert Series.

Goodman: Board Member Goodman inquired about a timeline for the Foundation's next project. Board Member Capps said the Board has several project ideas however the City may not be ready for these projects.

Capps: Board Member Capps inquired about Los Serranos Park. Melissa Armit informed Board Members that the grand opening of Los Serranos Park will be on November 16, 2019.

Kramer: Board Member Kramer suggested considering a location near the 71 Freeway for a future marquee. He also suggested adding music with an international impact to a community dance or surfer stomp.

ADJOURNMENT

Chair Rogers adjourned the meeting at 5:22 p.m. until the next meeting scheduled on November 18, 2019, at 4:00 p.m. at the Chino Hills City Hall Community Room.

Respectfully submitted by:

Robyn Rogers
Community Services Department

Signed by:

Vacant, Board Secretary
Chino Hills Community Foundation