

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

November 8, 2021
REGULAR MEETING

CHINO HILLS, CALIFORNIA

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

ROLL CALL

PRESENT: BOARD MEMBERS: PETER ROGERS
GLEN ANDERSON
SPENCER BOGNER
DAN CAPENER
DARRYLL GOODMAN
SAMANTHA JAMES-PEREZ
DAVID KRAMER

ABSENT: BOARD MEMBERS: MARY FAULHABER
AIMEE HOLLIDAY DAVIS
BILL HUGHES
DARRIN LEE
CYNTHIA MORAN
SYLVIA NASH
PETER PIRRITANO
KATHLEEN SMITH

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

PUBLIC COMMENTS

None.

FOUNDATION DEPARTMENT BUSINESS

CONSENT CALENDAR

Board Chair Rogers announced the Consent Calendar and pulled each item for discussion individually.

MINUTES

Board Chair Rogers made a motion to approve the amended July 12, 2021, and the September 13, 2021, Chino Hills Community Foundation Meeting Minutes, as presented, seconded by Board Member Darryll Goodman, the motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER
GOODMAN, JAMES-PEREZ, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: FAULHABER, HOLLIDAY DAVIS, HUGHES, LEE,
MORAN, NASH, PIRRITANO, SMITH.

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. Board Member Goodman asked the dollar amount of the Brighton temporarily restricted funds as it was not shown on the staff report. The amount (\$2,067) was reflected on the Statement of Activities, but Senior Management Analyst Alma Hernandez commented that it would be added to the staff report in the future.

AUDIT REPORT

The Board members received the FY 20-21 Audit Report. Board Member Samantha James-Perez moved to approve the Audit report, seconded by Board Member Glen Anderson, and the motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER
GOODMAN, JAMES-PEREZ, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: FAULHABER, HOLLIDAY DAVIS, HUGHES, LEE,
MORAN, NASH, PIRRITANO, SMITH.

APPROVE NEW BOARD MEMBER

Board Chair Rogers announced Denise Cattern as the potential new Board Member for the Chino Hills Community Foundation. Board Member James-Perez moved to approve Denise Cattern as the new member and seconded by Board Member Spencer Bogner.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER
GOODMAN, JAMES-PEREZ, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: FAULHABER, HOLLIDAY DAVIS, HUGHES, LEE,
MORAN, NASH, PIRRITANO, SMITH.

**APPROVE BUDGET AMENDMENT FOR WINE WALK AND TRANSFER TO
ENDOWMENT FUND**

Board Chair Rogers initiated discussion to approve the budget amendment and transfer to the endowment fund. Board Member Bogner added to the discussion, specifically expanding on the investment of the endowment funds. His concern was that the 0.2% return reported on the Quarterly Investment Report, is being lost to 5% inflation. The Foundation's investment options are limited as the Investment Policy is the same as the City's per the bylaws. Senior Management Analyst Alma Hernandez asked if the Finance and Investment Committee would like to meet with the Investment Trustee, which is the City's Finance Director, to discuss the board's investment options. Board Chair Rogers agreed to scheduling a meeting with the Finance Director to separate from the City's investment's policy. He mentioned having a discussion with the Kramer family to receive direction on, as well as research, potential investment options for the Foundation. Board Chair Rogers requests a future agenda item to begin the process by first amending the bylaws, then discuss who will manage the investment.

Board Member Bogner moved to approve the wine walk budget amendment and transfer to the endowment fund, and Board member James-Perez seconds.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER
GOODMAN, JAMES-PEREZ, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: FAULHABER, HOLLIDAY DAVIS, HUGHES, LEE,
MORAN, NASH, PIRRITANO, SMITH.

DISCUSSION CALENDAR

**DESIGNATE A MEMBER OF THE chARTS COMMITTEE TO SERVE ON THE CITY OF
CHINO HILLS FLAG SELECTION COMMITTEE**

Board Chair Rogers explained to the board members that Mayor Brian Johsz suggested a redesign of the City Flag. The City Council voted to nominate a member of the Parks and Recreation Commission, as well as a member of Chino Hills Arts Committee, to serve as voting members of the Flag Redesign Committee. Board Member Rogers moved to nominate Sharon Stuewe as the chARTs representative, and Board Member Anderson seconded.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER
GOODMAN, JAMES-PEREZ, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: FAULHABER, HOLLIDAY DAVIS, HUGHES, LEE,
MORAN, NASH, PIRRITANO, SMITH.

DISCUSS CANVAS SIGN FOR USE

Board Chair Rogers discussed with the Board the opportunity to utilize the banner location in front of The Shoppes at Chino Hills. He mentioned Board Secretary Mary Faulhaber will oversee this project. The banner would be designed by City staff and created to advertise the Foundation. It would be used as a placeholder in between event advertising, in hopes of creating additional representation for the Foundation. Board Chair Rogers noted that when Board Secretary Faulhaber returns to a future meeting, the discussion to proceed with the project will continue. Board Member David Kramer suggested adding a short phrase, somewhat of a mission statement or slogan, as part of the banner to assist in drawing attention from the community.

DISCUSS DATES FOR THE VOLUNTEER AND DONORS RECEPTION AND REVIEW THREE-YEAR EVENTS PLANNING CALENDAR

Board Chair Rogers began discussion for the volunteer reception that, in the past, has taken place at the McCoy Equestrian and Recreation Center. The dinner is set for February 7th. He stated the Board is invited to attend as well as assist during the event. The Board also discussed potential dates in March for the donor's reception. Board Chair Rogers noted a location has not yet been decided on for this reception but could take place March 19th or 26th. The Board decided the host would make the final decision as to which date works better for them. The dinner is open to those who have donated \$1,000 or more.

WINE WALK RECAP

Board Chair Rogers mentioned the success of the Wine Walk this year. The total tickets sold were 1,300. Board Chair Rogers stated approximately \$123,000 was generated from the event and noted it was the largest fundraiser in the City. He added Vineyard Boulevard was a success, and perhaps adding additional lighting next year. He mentioned possibly adding a second general admission check-in location, near Jos. A. Bank. He concluded

overall that the feedback was positive, but that volunteer check-in and VIP check-in could use improvement.

Board Member Anderson commended City Staff, as well as the Shoppes staff, and noted the overall communication between staff was a key to the success of the event. Board Chair Rogers mentioned not as many stores were able to participate, but hopefully this will change in the next year.

Board Member Kramer suggested gifting Wine Walk participants an invitation, along with a type of incentive, to return to The Shoppes within 48 hours to continue building on the exposure for the businesses. He added re-naming The Shoppes as "Downtown Chino Hills". Board Member Anderson agreed and elaborated that branding it as so, could attract additional shops and events to the location.

Board Chair Rogers requested additional promotion of the Wine Walk event in the future, by Board Members, such as increasing social media posts. He suggested raising the cost of VIP tickets, Board Member Goodman agrees, and Board Member Bogner suggested \$95, keeping it under \$100, as to not affect the appeal.

Board Member Anderson commented that adding more bottles of wine to the wine pull, because they went through all the available wine in an hour. He stated at the end lots of attendees had to be turned away.

COMMITTEE REPORTS

Chair Peter Rogers

- **BOARD DEVELOPMENT COMMITTEE**
Chair Rogers informed Board Members that the Board Development Committee has not met recently, but he provided Denise Cattern's bio to the Committee to review before the board meeting. Since board member Darrin Lee was not present, Board Chair Rogers provided an example of a blue for future board shirts. Senior Management Analyst Hernandez mentioned shirts will be on the agenda for discussion at the meeting in January. Board Member James-Perez added that the female members of the Board decided on a style, from Company Casuals. Senior Management Analyst Hernandez added that each member should review the catalog options and provide a style to Board Member Darrin Lee, so the Board can vote on a style at the January meeting.
- **VOLUNTEER COMMITTEE**
Since board member Mary Faulhaber was not present, Board Chair Rogers noted that a Wine Walk recap and thank you was sent to the volunteers. Board Chair Goodman commended Board Secretary Faulhaber on her work with the volunteers.

Board Member Glen Anderson

- STRATEGIC COMMITTEE

Board Member Anderson Chair mentioned adding a Donate button on the Foundation's website as part of the Charitable Giving Program. Senior Management Analyst Hernandez stated that wording or content would need to be provided by the Foundation to add the update on the website. He updated the committee on the resident who came to the Foundation regarding a statuary for the City. He spoke with the City of Brea and City of Upland regarding the process. He stated the Foundation could work with the City, to acquire statuary and place it somewhere in the City. He mentioned McCoy and The Shoppes as examples of locations where they could be placed. He announced that a committee for the Music and Arts Festival was established. Board Chair Rogers requested additional discussion with Board Member Anderson regarding the festival before proceeding.

BOARD COMMENTS

James-Perez: Board Member James-Perez congratulated Board Member Kramer on his award as Citizen of the Year of the Chino Valley and commented that she lamented unable to attend, as the Wine Walk was a great success.

Goodman: Board Member Goodman thanked staff on their hard work, set-up and clean-up for coordinating the Wine Walk.

Kramer: Board Member Kramer discussed the rich history of Chino Hills and the mural of Don Lugo, then suggested a mural specific to Chino Hills to represent the history of the City, and noted it should read, "Donated by the Chino Hills Community Foundation" at the bottom. He also added that he went to the City of La Mirada for a play, and suggested a play or creative arts center, in hopes to attract residents to the "downtown" area after possibly attending such events.

Anderson: Board Member Anderson commented Sharon Stuewe would be a great artist to create a mural for the City.

Goodman: Board Member Goodman mentioned he might have space available in The Shoppes for a mural.

Anderson: Board Member Anderson asked about the status of the input of the marquee, and Supervisor Melissa Armit stated it will be installed Winter 2022, at the latest. He also asked about the military monument flagpole installation, and Supervisor Armit stated the flag will be raised at the Salute to Service Event, Wednesday, November 10th.

CHINO HILLS COMMUNITY FOUNDATION
REGULAR MEETING

NOVEMBER 8, 2021

ADJOURNMENT

Board Chair Rogers adjourned the meeting at 5:17 p.m.

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