

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

**MAY 10, 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 4:04 p.m.

ROLL CALL

PRESENT:

BOARD MEMBERS:

**PETER ROGERS
SYLVIA NASH
SPENCER BOGNER
KATHLEEN SMITH
GLEN ANDERSON
DAN CAPENER**

**GRACE CAPPS
PETER PIRRITANO
DARRIN LEE
DAVID KRAMER – Arrived at 4:52
SAMANTHA JAMES-PEREZ**

ABSENT:

BOARD MEMBERS:

**CYNTHIA MORAN
DARRYLL GOODMAN
DELINIA LEWIS**

**MARY FAULHABER
BILL HUGHES**

**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.

PRESENTATIONS

INTRODUCTION OF NEW BOARD MEMBER

Board Chair Peter Rogers introduced new Board Member Samantha James-Perez and welcomed her to the Foundation.

RECOGNITION OF OUTGOING BOARD MEMBERS

Board Chair Peter Rogers recognized outgoing Board Members Delinia Lewis and Grace Capps. He thanked each for their contributions to the Foundation.

FOUNDATION DEPARTMENT BUSINESS – DISCUSSION CALENDAR

APPROVE MARCH 8, 2021 MEETING MINUTES

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

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: CAPPS, JAMES-PEREZ.

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, GOODMAN, HUGHES, KRAMER.

ELECTION OF OFFICERS

Nominations were opened for the Chair, Vice Chair, Secretary, and Treasurer positions to the Executive Board.

Motion was made by Board Member Glen Anderson and seconded by Board Member Kathleen Smith to nominate Peter Rogers as Chair, Cynthia Moran as Vice Chair, Mary Faulhaber as Secretary, and Peter Pirritano as Treasurer.

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Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, GOODMAN, HUGHES, KRAMER.

RECEIVE AND FILE QUARTERLY INVESTMENT REPORT AS OF MARCH 31, 2021

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

RECEIVE AND FILE FINANCIAL REPORT AS OF APRIL 30, 2021

Board Members received and filed a copy of the of the Financial Report. Board Chair Peter Rogers inquired if the City is proceeding with the all-inclusive playground. Community Services Director Jonathan Marshall explained the City is awaiting grant funds before proceeding with the project. Mr. Rogers asked how the City would decide on the amenities at the park and recommended reaching out to parents with special needs children. Mr. Marshall mentioned the Parks and Recreation Commission will review this project and residents will be invited to provide comment. Board Member Spencer Bogner informed board members that most parks and landscape architects will have a resource called Certified Access Specialists (CASp) who have specialized knowledge on the needs of the disabled community.

APPROVE FY 21-22 PROPOSED BUDGET

Senior Management Analyst Alma Hernandez explained the changes made to the FY 21/22 proposed budget presented at the March board meeting. The administration budget was increased by \$400 for computer services; contractual services was increased by \$700 for preparation of the tax return; and the Utility Box Art sponsorship was added in the amount of \$6,100. Board Chair Peter Rogers inquired about the Home Tour budget as it was omitted. Board Member Sylvia Nash confirmed the Home Tour will take place. Board Members discussed approving the budget as presented and amending the budget to include Home Tour at a later date.

Motion was made by Board Member Glen Anderson and seconded by Board Member Peter Pirritano to accept the FY 21-22 Proposed Budget as presented.

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Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, GOODMAN, HUGHES, KRAMER.

RECOMMEND APPROVAL OF RE-APPOINTMENT OF BOARD MEMBERS

Board Members Sylvia Nash, Kathleen Smith, and Peter Pirritano's four-year terms are set to expire and all expressed their desire to remain on the board.

Motion was made by Board Chair Peter Rogers and seconded by Board Member Glen Anderson to approve Board Member re-appointments as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, GOODMAN, HUGHES, KRAMER.

RECOMMEND APPROVAL OF NEW BOARD MEMBER

Board Chair Peter Rogers informed Board Members that the Board Development Committee recommends the re-appointment of Aimee Holliday Davis to the Community Foundation after a brief absence from the Board.

Motion was made by Board Member Sylvia Nash and seconded by Board Member Spencer Bogner to approve the appointment of Aimee Holliday Davis to the Board.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER, CAPPS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SMITH.

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NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, GOODMAN, HUGHES, KRAMER.

DISCUSS DONATION FOR MILITARY MONUMENT FLAGPOLE

Board Chair Peter Rogers informed Board Members that the Chino Hills 55+ Club Veteran's Group solicited donations to install a flagpole at the Military Monument located at the Community Center.

Motion was made by Board Chair Peter Rogers and seconded by Board Member Peter Pirritano to approve a donation to the City of Chino Hills in the amount of \$2,500 for the purchase and installation of a flagpole as part of the Military Monument at the Chino Hills Community Center.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER, CAPPIS, JAMES-PEREZ, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, GOODMAN, HUGHES, KRAMER.

DISCUSS IDEAS FOR COMMUNITY ENGAGEMENT

Board Chair Peter Rogers reminded the board that at the last meeting, they had approved sponsoring two City Virtual Recreation contests, the Chalk Art Contest and Sandcastle contest with the objective of getting the Foundation's name out there. He asked Board Members to contemplate ideas for future opportunities and send them to Board Member Mary Faulhaber. Community Services Supervisor Melissa Armit informed Board Members that there will be one contest in the Winter, and two contests in the Spring that the Foundation may sponsor if they choose. After discussion, the Board agreed to sponsor three remaining City Virtual Recreation contests for an additional \$225 bringing the total amount of sponsorships to \$375. Mr. Rogers explained there was some concern

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over the bylaws and whether participation in such events is allowed and commented that additional research is needed.

Motion was made by Board Member Kathleen Smith and seconded by Board Member Peter Pirritano to sponsor the three remaining Virtual Recreation contests for an additional \$225 bringing the total amount of sponsorships to \$375.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CAPENER, CAPP, JAMES-PEREZ, LEE, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS: MORAN, FAULHABER, GOODMAN, HUGHES, KRAMER.

PROVIDE DIRECTION ON HOW TO CONDUCT FUTURE BOARD MEETINGS

Board Chair Peter Rogers opened discussion on the location of future board meetings. He presented several options including meeting live in person, a hybrid of in person and zoom, and meeting at the Community Center if social distancing is an issue. Board Members expressed their desire to return to live meetings. If Board Members request accommodations for social distancing they may attend via zoom. Board Members should notify staff if they are unable to attend in person so provisions can be made.

REVIEW CALENDAR

Board Members reviewed the tentative calendar for 2021. Board Chair Peter Rogers informed Board Members that Derek Bordeaux will be performing on September 11, 2021, as part of the Concert Series.

COMMITTEE REPORTS

BOARD DEVELOPMENT COMMITTEE

Board Chair Peter Rogers informed Board Members that the Board Development Committee has a future board member in mind and will have more information in the coming months.

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BOARD COMMENTS

Rogers: Board Chair Rogers said there are 6-10 leftover Jazz Festival shirts in size extra-large. Board Member Glen Anderson said he will pick them up and use them as prizes at the next concert. Mr. Rogers informed the Board that the Wine Walk Committee has begun approaching sponsors. The committee would like to sell 1,300 tickets this year with more of the pouring stations being located outside as some businesses may not be comfortable to host patrons indoors. He said the committee would like to enhance the Hop & Vine Garden. Board Members who may know of potential sponsors should contact Chair Rogers. He said there are some concerns regarding the food at Wine Walk as restaurants may still be recovering. Finally, he informed the Board that the Fund Development Committee will meet regarding the possibility of adding additional concerts in 2021.

James-Perez: Board Member James-Perez said she is happy to be part of the Foundation. She informed Board Members that the Parks and Recreation Commission would like the City to seek community input on the all-inclusive playground.

Anderson: Board Member Anderson said he is looking into local theater groups for possible outdoor table readings.

Lee: Board Member Lee said he would love to see a table reading from a local theater group. He said he has been thinking of ways to bring more recognition to the Foundation and suggested shirts and/or badges to wear at events. He also suggested a banner to put up at events.

Smith: Board Member Smith said she likes Board Member Lee's suggestions. She welcomed Board Member James-Perez and said she is sorry to see Board Members Capps and Lewis step down.

Kramer: Board Member Kramer apologized for arriving late. He agreed that the Foundation would benefit from being noticed further by the public. He said the Foundation is open-ended, non-discriminatory, open-hearted, and cognizant of the ability to create our own progress. Mr. Kramer would like to see the Foundation use hats, shirts, or other ways to get the attention of the community.

Capener: Board Member Capener informed Board Members that there is a Prayer Breakfast event tomorrow for which he has an extra seat for free if anyone is interested.

Bogner: Board Member Bogner mentioned he would like the Foundation to somehow honor Mr. Al Combs who passed away in March, in light of his contributions to the Foundation.

Capps: Board Member Capps said leaving the Foundation is bittersweet and she will miss being a Board Member. She asked that everyone keep in touch and said she will continue to support the Foundation.

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ADJOURNMENT

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

Respectfully submitted by:

Robyn Rogers
Community Services Department

Signed by:

Mary Faulhaber, Board Secretary
Chino Hills Community Foundation