



# AGENDA

CHINO HILLS COMMUNITY FOUNDATION  
REGULAR MEETING  
MONDAY, SEPTEMBER 18, 2023  
4:00 P.M. PUBLIC MEETING/PUBLIC HEARINGS

CIVIC CENTER, CITY COUNCIL CHAMBERS  
14000 CITY CENTER DR., CHINO HILLS, CALIFORNIA

This agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda unless the Chino Hills Community Foundation Board makes a determination that an emergency exists or that a need to take immediate action on the item came to the attention of the Board subsequent to the posting of the agenda. The Board Secretary has on file copies of written documentation relating to each item of business on this Agenda available for public inspection in the City of Chino Hills Community Services Department, and on the Board's website at [www.chinohillsfoundation.org/chcf-board](http://www.chinohillsfoundation.org/chcf-board). Materials related to an item on this Agenda submitted to the Chino Hills Community Foundation Board after distribution of the agenda packet are available for public inspection in the Chino Hills Community Services Department at 14000 City Center Drive, Chino Hills, CA during normal business hours.

Speaker Cards - Those persons wishing to address the Chino Hills Community Foundation Board on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Board Secretary a "Request to Speak" form available at the entrance to the Chino Hills Community Room. In accordance with the Public Records Act, any information you provide on this form is available to the public. **You are not required to provide personal information in order to speak, except to the extent necessary for the Foundation Secretary to call upon you.** Comments will be limited to three minutes per speaker. Similarly, email addresses of attendees are captured by the zoom software and are subject to the Public Records Act.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Chino Hills Community Foundation Board, please contact the Community Services Department at (909) 364-2712 within 48 hours of the meeting.

**PLEASE SILENCE ALL ELECTRONIC DEVICES WHILE BOARD IS IN SESSION. Thank you.**

## FOUNDATION BOARD MEMBERS

PETER J. ROGERS, CHAIR  
CYNTHIA MORAN, VICE CHAIR  
MARY FAULHABER, SECRETARY  
PETER PIRRITANO, TREASURER

BILL HUGHES  
DAVID KRAMER  
GLEN ANDERSON  
SAMANTHA JAMES-PEREZ

DARRIN LEE  
DELINA LEWIS  
KATHLEEN SMITH  
SPENCER BOGNER

DARRYLL GOODMAN  
DENISE CATTERN  
RICK SHIBA  
SYLVIA NASH

## **4:00 P.M. – CALL TO ORDER/ROLL CALL**

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

1. **PUBLIC COMMENTS:** At this time members of the public may address the Board Members regarding any items within the subject matter jurisdiction of the Board, whether or not the item appears on the agenda, except testimony on Public Hearing items must be provided during those hearings. Please complete and submit to the Foundation Secretary a "Request to Speak" card. Comments will be limited to three minutes per speaker.

## **FOUNDATION DEPARTMENT BUSINESS**

**CONSENT CALENDAR (3 ITEMS)** – *All matters listed on the Consent Calendar are considered routine by the Foundation Board and may be enacted by one motion in the form listed below. There will be no separate discussion of these items unless, before the Foundation Board votes on the motion to adopt, Members of the Foundation Board or staff request the matter to be removed from the Consent Calendar for separate action. Removed consent items will be discussed immediately after the adoption of the balance of the Consent Calendar.*

2. Approve July 17, 2023, Foundation Meeting Minutes.
3. Receive and file Quarterly Investment Report as of June 30, 2023.
4. Receive and file Preliminary Financial Report as of August 31, 2023.

**DISCUSSION CALENDAR** – *This portion of the Foundation Agenda is for all matters where staff and public participation is anticipated. Please complete and submit a speaker card to the Foundation Secretary. Comments will be limited to three minutes per speaker.*

5. Discuss sponsorship of HS Junior Achievement Financial Literacy Program.
6. Provide an update on the Torrey Pines Park Project.
7. Discuss moving annual meeting from the regular meeting date of May 20, 2024 to May 13, 2024 due to a scheduling conflict and review calendar.

## **COMMITTEE REPORTS**

Chair Rogers

- Executive Committee
- Board Development Committee
- Wine Walk Subcommittee

Treasurer Peter Pirritano

- Finance & Investment Committee
- Fund Development Committee

Board Member Denise Cattern

- Public Affairs Committee

Board Member Glen Anderson

- Strategic Committee
- chARTS

Secretary Mary Faulhaber

- Volunteer Committee

## **BOARD COMMENTS**

## **ADJOURNMENT**

# MINUTES

## CHINO HILLS COMMUNITY FOUNDATION

JULY 17, 2023  
REGULAR MEETING

CHINO HILLS, CALIFORNIA

Board Chair Rogers called the Chino Hills Community Foundation Meeting to order at 4:08 p.m.

PRESENT: BOARD MEMBERS: PETER ROGERS  
GLEN ANDERSON  
SPENCER BOGNER  
DENISE CATTERN  
MARY FAULHABER  
SAMANTHA JAMES-PEREZ  
DARRIN LEE  
SYLVIA NASH  
PETER PIRRITANO  
RICK SHIBA (arrived at 4:57 p.m.)  
KATHLEEN SMITH

ABSENT: BOARD MEMBERS: DARRYLL GOODMAN  
BILL HUGHES  
DAVID KRAMER  
DELINIA LEWIS  
CYNTHIA MORAN

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

Led by Board Chair Rogers.

### 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.

A motion was made by Board Member Cattern, and seconded by Board Member Smith, to approve the following Consent Calendar items:

### **MINUTES**

The Board members approved the May 22, 2023, Chino Hills Community Foundation Meeting Minutes, as presented.

### **PRELIMINARY FINANCIAL REPORT**

The Board members received and filed the Preliminary Financial Report as of June 30, 2023, as presented.

### **PROGRAM UPDATES**

The Board members received updates regarding the Day Camp Scholarship Program and Utility Box Art Program.

### **SPECIAL ROLLOVER REQUEST**

The Board members approved a special rollover request in the amount of (1) \$8,000 for the Utility Art Box Program, (2) \$1,600 for the Adopt-A-Family Program, (3) \$10,000 for the bike repair stations donation, and (4) \$25,000 for the all-inclusive playground at Crossroads Park donation from FY 2022-23 to FY 2023-24.

### **TORREY PINES PARK DONATION**

The Board members (1) approved a donation to the City of Chino Hills in the amount of \$50,000 for the Torrey Pines Rehabilitation Project; and (2) approved a budget amendment in the amount of \$50,000, for a donation to the City of Chino Hills for the Torrey Pines Rehabilitation Project.

### **VILA BORBA DOG PARK DONATION**

The Board members (1) approved a donation to the City of Chino Hills in the amount of \$5,000 for the Vila Borba Dog Park; and (2) approved a budget amendment in the amount of \$5,000, for a donation to the City of Chino Hills for the Vila Borba Dog Park.

Motion carried as follows:

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

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, HUGHES, KRAMER, LEWIS, MORAN, SHIBA.

ABSTAIN: BOARD MEMBERS: NONE.

### **DISCUSSION CALENDAR**

### **COMMITTEE MEMBER APPOINTMENTS**

Board Chair Rogers announced the Foundation Board Committees. The Board discussed the current members of each committee and those members interested in new appointments.

The committee member updates were as follows:

- Executive Committee – Board Chair Rogers, Board Vice Chair Moran, Board Treasurer Pirritano, and Board Secretary Faulhaber.
- Board Development Committee - Board Member Lee, Board Member Anderson, Board Member Smith, Board Chair Rogers (as chair), Board Member Bogner, and Board Member Nash.
- Finance & Investment Committee - Board Member Hughes, Board Member Smith, Board Treasurer Pirritano (as chair), and Board Member Bogner.
- Fund Development Committee – Board Member Goodman, Board Member Lewis, Board Treasurer Pirritano (as chair), Board Member Shiba, and Board Member Bogner.
- Public Affairs Committee – Board Vice Chair Moran, Board Member Lee, Board Member Lewis, Board Member Cattern (as chair), and Board Member James-Perez.
- Strategic Planning Committee - Board Member Kramer, Board Member Anderson (as chair), Board Chair Rogers, and Board Member James-Perez.
- Volunteer Committee – Board Vice Chair Moran, Board Member Cattern, Board Member Smith, Board Secretary Faulhaber (as chair), Board Member James-Perez, and Board Member Nash.

A motion was made by Board Chair Rogers and seconded by Board Member Anderson to appoint the members listed above to their respective committees.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CATTERN, FAULHABER, HUGHES, JAMES-PEREZ, KRAMER, MORAN, NASH, PIRRITANO, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, HUGHES, KRAMER, LEWIS, MORAN, SHIBA.

ABSTAIN: BOARD MEMBERS: NONE

## **DONOR WALL**

Discussion occurred regarding the donor wall at the Community Center. Community Services Manager Armit stated the donor wall is running out of space, specifically for the top three donor categories. She suggested changing the tree size, leaf size, or amending the donor policy, to reevaluate the process for donors recognized on the tree. Discussion continued regarding the possibilities for amending the donor process. Suggestions included:

1. Reaching out to the \$1,000 level donors to ask if they would like to increase their donation to level-up, and if interested, they will be given a designated time frame to pay the difference to remain on the tree. If they do not increase the donation, their leaf plaque will be removed.
2. Removing recognition if donations have not been made within the last 3 – 4 years.
3. High dollar amount donors should be given an extended time frame to allow their leaf to remain on the tree.
4. Contacting past donors, if their information is kept when donations are accepted, to offer the opportunity to donate before recognition is expired, and noting the year, for larger donations.
5. A “past donors” category, with a different form of recognition, which would not affect space on the tree.
6. Contacting the donors who have not made a recent donation to inform them of recent projects and provide an opportunity to make a current donation.

Senior Management Analyst Hernandez clarified that the discussion should be finalizing the donor list for the wall. This discussion of amending the policy should be held at the committee level. Community Services Manager Armit added that the next step after discussion at the Board Development Committee, would be to return to the Foundation for final approval of the policy amendment. Board Chair Rogers informed the Board that as of a year ago, those who have made donations of \$2,500 and above are listed on the Foundation website.

## **DISCUSS 2023 CALENDAR**

No changes were made to the calendar.

## **COMMITTEE REPORTS**

### **Chair Peter Rogers**

- WINE WALK SUBCOMMITTEE – Board Chair Rogers announced the food donations are being secured, and the overall planning is moving forward. Board Member Lee announced that if there are any restaurants that members encounter which express interest in participating in the event, to forward contact information to the committee early, so members can work to secure new restaurants. Board Chair Rogers mentioned he is working on securing additional sponsors, and vendors have been inquiring about being placed in the VIP section, but the space is extremely limited. Board Member Lee suggested possibly requiring a separate donation, in addition to food, to be featured in the VIP section. Board Chair Rogers mentioned five beer companies have been secured for pouring sites, but wine

donations are still needed. Community Services Manager Armit announced VIP tickets go on sale August 1st at midnight.

### **Board Member Denise Cattern**

- **PUBLIC AFFAIRS COMMITTEE**

Board Member Cattern stated she will work on increasing publicity for the concerts. Board Chair Rogers suggested Public Affairs ask for volunteers for Wine Walk in the newspaper or through social media. Board Secretary Faulhaber suggested starting with advertising through social media first, since a low quantity of volunteers are needed.

### **Board Member Glen Anderson**

- **chARTS COMMITTEE**

- Downtown Art Gallery at The Shoppes – Board Member Anderson stated the gallery has been a great success and has created an opportunity for networking for the Foundation. Artists have contacted the committee members questioning how to be a featured artist. The committee has assembled a permanent collection, members of the community have donated artwork, which could be used for a permanent display in the future. He commended Board Member James-Perez and her husband for all their assistance with the gallery. He announced the hours are Wednesdays, from 5 – 7 p.m. and Fridays, from 6 – 8 p.m. He added volunteers are still needed.
- Concert Series – Board Member Anderson asked the committee to advertise the concerts to their family and friends to increase awareness for the Andy Vargas show. He expects this year's concerts to generate great revenue and publicity for the Foundation. He reminded the Board of the upcoming Lynne Fiddmont concert on Friday, September 15th.

### **Secretary Mary Faulhaber**

- **VOLUNTEER COMMITTEE** – Board Secretary Faulhaber stated the committee is working on a volunteer waiver that will be going out with the Wine Walk volunteer request letter.

### **BOARD COMMENTS**

**Shiba:** Board Member Shiba updated the Board he has secured about 5 – 6 wine donors.

**Nash:** Board Member Nash requested members arrive on time.

**Smith:** Board Member Smith apologized for her tardiness. She congratulated the chARTs Committee on their art gallery success. She suggested sending a gift to Board Member Hughes, as he has been in the hospital for several weeks.



**James-Perez:** Board Member James-Perez stated the opening was a great success and invited members to stop by to view the facility. She commended Board Member Anderson for his creative direction. She mentioned Foundation flyers are always advertised at the art gallery.

**Cattern:** Board Member Cattern commended Board Member Anderson for his work for all his Foundation events.

**All:** Board Members congratulated the chARTs Committee on the grand opening of the art gallery.

### **ADJOURNMENT**

Board Chair Rogers adjourned the meeting at 5:33 p.m.

Respectfully submitted by:

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

Signed by:

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Mary Faulhaber, Board Secretary  
Chino Hills Community Foundation



# City of Chino Hills

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## MEMORANDUM

**DATE:** JULY 19, 2023

**TO:** BOARD OF DIRECTORS  
CHINO HILLS COMMUNITY FOUNDATION

**VIA:** JONATHAN MARSHALL  
COMMUNITY SERVICES DIRECTOR

**FROM:** CHRISTA BUHAGIAR, INVESTMENT TRUSTEE *CB*

**SUBJECT:** QUARTERLY INVESTMENT TRUSTEE REPORT

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To comply with the Bylaws of the Chino Hills Community Foundation, attached is the Quarterly Investment Trustee Report for the quarter ended June 30, 2023.

In the event you have any questions, please feel free to contact Nicole Lugotoff, Accounting Supervisor, at (909) 364-2648.

CB:NL:mj

Attachment

cc: Alma Hernandez, Senior Management Analyst

**Chino Hills Community Foundation  
Quarterly Investment Trustee Report  
For the Quarter Ending June 30, 2023**

Description	Cost Value	Market Value	% Yield Earned
<b>Cash and Cash Equivalents</b>			
Citizens Business Bank - Checking Account	\$ 38,279	\$ 38,279	0.02%
LAIF	725,800	714,789	3.17%
Petty Cash	300	300	N/A
Total Funds Held by Foundation	<u>\$ 764,379</u>	<u>\$ 753,368</u>	

<b>Blended Yield of Cash and Investments</b>	<b>3.01%</b>
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<b>Benchmarks:</b>	
LAIF	3.17%
6mo U.S. Treasury	5.47%
2yr U.S. Treasury	4.87%
5yr U.S. Treasury	4.13%

In accordance with the Bylaws of the Chino Hills Community Foundation Article XI, Section 1, the Investment Trustee shall render an accounting of the investment transactions concerning the Foundation to the Board of Directors at least quarterly.




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Christina Buhagiar  
Investment Trustee

**Chino Hills Community Foundation**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**June 30, 2023**

	<b>Fiscal Year 22/23</b>
<b>Revenues:</b>	
Interest income	\$ 9,199
Other revenues	2,492
Donations	276,321
Special events	-
Ticket sales	80,595
Fair Market value	8,630
<b>Total Revenues</b>	<b>377,237</b>
<b>Expenditures:</b>	
Memberships and certifications	240
Computer services	5,007
Contractual services	10,453
Financial services	1,488
Professional services	690
Advertising and promotion	42
Liability insurance	5,629
Postage and express delivery	138
Printing and photocopy services	3,026
Special parts and supplies	17,008
Equipment rental	20,536
Taxes and assessments	75
Permits and fees	167
Special departmental expense	223,142
<b>Total Expenditures</b>	<b>287,641</b>
<b>Excess of revenues over (under) expenditures</b>	<b>\$ 89,596</b>
<b>Fund Balances:</b>	
Beginning of fiscal year	\$ 674,783
Excess of revenues over (under) expenditures	89,596
End of fiscal year	<b>\$ 764,379</b>



## STAFF REPORT

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TO: BOARD MEMBERS DATE: SEPTEMBER 18, 2023  
FROM: JONATHAN MARSHALL ITEM NO.: 4  
COMMUNITY SERVICES DIRECTOR  
SUBJECT: FINANCIAL REPORT

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### RECOMMENDATION:

Receive and file the Preliminary Financial Report as of August 31, 2023.

### BACKGROUND/ANALYSIS:

The Financial Report as of August 31, 2023, is attached for your review. The purpose of the Financial Report is to inform the Board about the financial progress of the Foundation in meeting its service mission. The information includes the budgetary information for the Foundation's annual financial plan as well as the actual resources received and the use of these resources in fulfilling the financial plan.

### Unrestricted Funds:

These funds are donations that are available to use for any purpose. These funds may go towards operating expenses or to a particular project. The Unrestricted balance as of August 31, 2023, is \$662,398.

### Temporarily Restricted:

These funds are donations which the donor has designated or restricted use to a particular purpose or project.

- A. Chino Hills Community Center Fund – The board designated the funds collected from the Buy-A-Brick program to be used for enhancements to the Community Center. The board, at the March 2016 meeting, approved a donation of \$10,000; at the September 2019 meeting, an additional \$6,700 was approved.
- B. Brighton – Brighton Collectibles designated these funds to only be used for Children's Art programs. The balance as of August 31, 2023, is \$221.
- C. Cultural Arts Committee – The board designated the funds raised from certain "cultural" events be used for the purpose of organizing more events with the same purpose.

- D. The Howard and Nikki Applebaum Foundation – In December 2019, the Applebaum Foundation donated \$3,000 for special needs programs.
- E. Inclusive Playground at Crossroads Park – In January 2021, the board approved a donation in the amount of \$100,000 for an inclusive playground at Crossroads Park. The donation included a \$50,000 donation from the H. Applebaum Family Trust. In August 2021, The California Community Foundation (“in memory of Gloria and Jack Kramer” donated \$20,000 towards the project. In December 2021, the H. Applebaum Family Trust donated an additional \$5,000 towards the project. On September 21, 2022, the donation of \$100,000 was made to the City of Chino Hills. In June 2022, direction was given to reduce the unrestricted transfer by the amount of restricted donations received (\$25,000) for this project after January 2021. In September 2022, a \$30,000 donation from Mary Borba Parente Living Trust was allocated to the project. On May 22, 2023, board approved another donation in the amount of \$25,000. On August 2, 2023, payment was made to the City of Chino Hills. A transfer from made from restricted to unrestricted to reflect payment that included the donation given by May Borba Parente (which a portion was reflected in the September 2022 payment). On July 19, 2023, The California Community Foundation (“in memory of Gloria and Jack Kramer” donated another \$10,000 towards the project.

Permanently Restricted:

At the May 22, 2023, board meeting, the board voted to dissolve the Endowment Fund. They voted to transfer \$100,764 to the Unrestricted Fund and donate \$25,000 to the City of Chino Hills for the All-Inclusive Crossroads Park project. The permanently restricted balance as of August 31, 2023, is \$42,174.

**CHINO HILLS COMMUNITY FOUNDATION**  
**Statement of Activities**  
**As of August 31, 2023**

	Actuals										Variance	
	Adjusted Budget	Amended Budget	Unrestricted	Community Center Fund Temporarily Restricted (A)	Children Art's Programs Temporarily Restricted (B)	Cultural Arts Committee Temporarily Restricted (C)	Special Needs Temporarily Restricted (D)	Inclusive Playground Temporarily Restricted (E)	Endowment Fund Permanently Restricted	Total		
<b>Operating Revenue:</b>												
Contributions:												
Donations	\$ -	\$ -	\$ 2,527	\$ -	\$ -	\$ -	\$ -	\$ 10,000		\$ 12,527	\$ 12,527	
Grants			-							\$ -	\$ -	
Special Events	168,900	168,900	31,500							31,500	(137,400)	
Interest Income			1							1	1	
<b>Total Operating Revenue</b>	<b>168,900</b>	<b>168,900</b>	<b>34,028</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>44,028</b>	<b>(124,872)</b>	
<b>Operating Expenses:</b>												
Program Services:												
Adopt-A-Family Program	2,000	3,600								-	(3,600)	
Cultural Arts	14,025	14,025								-	(14,025)	
Summer Day Camps	16,000	16,000								-	(16,000)	
Utility Box Art Program	10,000	18,000								-	(18,000)	
Heartsafe/Bleedsafe Chino Valley	4,200	4,200								-	(4,200)	
Bike Repair Stations		10,000	10,000							10,000	-	
Inclusive Playground @ Crossroads		25,000	25,000							25,000	-	
Torrey Pines Rehabilitation Project		50,000								-	(50,000)	
Vila Borba Dog Park		5,000	5,000							5,000	-	
<b>Total Program Expenses</b>	<b>46,225</b>	<b>145,825</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>(105,825)</b>	
Supporting Services:												
Fundraising	52,000	52,000	4,593							4,593	(47,407)	
Administration	14,500	14,500	90							90	(14,411)	
<b>Total Support Services</b>	<b>66,500</b>	<b>66,500</b>	<b>4,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,683</b>	<b>(61,817)</b>	
<b>Total Operating Expenses</b>	<b>112,725</b>	<b>212,325</b>	<b>44,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,683</b>	<b>(167,642)</b>	
Interfund Transfers:	-	-	30,000	-	-	-	-	(30,000)		-	-	
Changes in Net Assets	\$ 56,175	\$ (43,425)	\$ 19,345	\$ -	\$ -	\$ -	\$ -	\$ (20,000)	\$ -	\$ (655)	\$ 42,770	
Net Assets, beginning of the year	755,139	755,139	643,053	7,127	221	29,564	3,000	30,000	42,174	755,139		
Net Assets, end of the year	<u>\$ 811,314</u>	<u>\$ 711,714</u>	<u>\$ 662,398</u>	<u>\$ 7,127</u>	<u>\$ 221</u>	<u>\$ 29,564</u>	<u>\$ 3,000</u>	<u>\$ 10,000</u>	<u>\$ 42,174</u>	<u>\$ 754,484</u>		

**CHINO HILLS COMMUNITY FOUNDATION**  
**Statement of Functional Activities**  
**As of August 31, 2023**

	<b>PROGRAM SERVICES</b>	Fundraising			Administration	Total
		2023			General	
		Donations	Wine Walk	chARTS	Management	
Operating Revenues:						
Contributions:						
Sales	\$ -			\$ -	\$ -	
Donations/Sponsorships	12,500	31,500			44,000	
Advertising			-		-	
Other Revenues	27	-			27	
Interest Income	1				1	
	<u>12,528</u>	<u>31,500</u>	<u>-</u>	<u>-</u>	<u>44,028</u>	
Operating expenses:						
Licenses & Permits			104		104	
Memberships			-		-	
Liability Insurance			-		-	
Financial Services		141	-	27	168	
Computer Services			-		-	
Contractual Services			600		600	
Advertising & Promotion			-		-	
Printing Services		248	-		248	
Postage			-		-	
Office Supplies			-		-	
Special Parts and Supplies			-	63	63	
Concessions			-		-	
Administrative Overhead			-		-	
Entertainment			3,500		3,500	
Catering and Refreshments			-		-	
Rentals			-		-	
Taxes			-		-	
Scholarships, Grants & Awards	40,000		-		40,000	
	<u>\$ 40,000</u>	<u>\$ 389</u>	<u>\$ 4,204</u>	<u>\$ 90</u>	<u>\$ 44,683</u>	
Changes in Net Assets	<u>\$ (27,472)</u>	<u>\$ 31,111</u>	<u>\$ (4,204)</u>	<u>\$ (90)</u>	<u>\$ (655)</u>	



**CHINO HILLS COMMUNITY FOUNDATION**  
**Statement of Functional Activities**  
**Cultural Arts Committee**

	2022 Artist Reception	Kids Art Exploration	Concert Series	Total
Operating Revenues:				
Contributions:				
Sales	\$ -		\$ -	\$ -
Donations/Sponsorships			-	-
Advertising				-
Raffles & Auctions				-
Scholarships				-
Concessions			-	-
Interest Income				-
	-	-	-	-
Operating expenses:				
Licenses & Permits			104	104
Liability				-
Financial Services				-
Computer Services				-
Contractual Services			600	600
Advertising & Promotion				-
Printing Services				-
Postage				-
Office Supplies				-
Special Parts and Supplies				-
Concessions				-
Administrative Overhead				-
Entertainment			3,500	3,500
Catering and Refreshments				-
Rentals				-
Taxes				-
Scholarships, Grants & Awards	-			-
Donations	-			-
	\$ -	\$ -	\$ 4,204	\$ 4,204
Changes in Net Assets	\$ -	\$ -	\$ (4,204)	\$ (4,204)

CHINO HILLS COMMUNITY FOUNDATION  
THREE YEAR EVENT PLANNING SCHEDULE

\*\*\* Dates should be scheduled at least 6 months in advance \*\*\*

Dec	31 Volunteer Reception - Send Invitations			
	2023	2024	2025	
JANUARY	9 Board Meeting 23 Volunteer Recognition	TBD Volunteer Reception - Send Invitations 15 Board Meeting (conflict with MLK) TBD Donor Recognition - Send Invitations	TBD Volunteer Reception - Send Invitations 20 Board Meeting (conflict with MLK) TBD Donor Recognition - Send Invitations	
FEBRUARY	8 Summer Rec Guide DEADLINE 21 Concert Series #1: Bordeaux Tickets on Sale	TBD Summer Rec Guide DEADLINE 5 Volunteer Recognition TBD Concert Series #1: Tickets on Sale	TBD Summer Rec Guide DEADLINE 5 Volunteer Recognition TBD Concert Series #1: Tickets on Sale	
MARCH	20 Board Meeting 25 Kids Art Exploration 10 Donor Recognition - Send Invitations	18 Board Meeting TBD Donor Recognition TBD Kids Art Exploration TBD Concert Series #1: TBD	17 Board Meeting TBD Donor Recognition TBD Kids Art Exploration TBD Concert Series #1: TBD	
APRIL	19 AED Shoppes Donation @ 9-11 21 Concert Series #1: Derek Bourdeaux 22 Donor Recognition			
MAY	1 Wine Walk Planning Begins 11 Art Show #1 Opening "Imagination" 22 Board Meeting 29 Wine Walk Webpage LIVE 31 Fall Rec Guide DEADLINE	1 Wine Walk Planning Begins 20 Board Meeting TBD Concert Series #2 - TBD 27 Wine Walk Webpage LIVE TBD Fall Rec Guide DEADLINE	1 Wine Walk Planning Begins 19 Board Meeting TBD Concert Series #2 - TBD 27 Wine Walk Webpage LIVE TBD Fall Rec Guide DEADLINE	
JUNE	1-30 Art Show #1: "Imagination" Exhibit 19 Concert Series #2: Vargas Tickets on Sale 28 Downtown Art Gallery Opening	TBD Art Show #1	TBD Art Show #1	
JULY	17 Board Meeting 18 Concert Series #3 - Fiddmont Tickets on Sale 1-30 Art Show #1: "Imagination" Exhibit	15 Board Meeting TBD Art Show #1	21 Board Meeting TBD Art Show #1	
AUGUST	1 Wine Walk Tickets on Sale 1-9 Art Show #1: "Imagination" Exhibit 11 Concert Series #2 - Andy Vargas TBD Art Show #2: Opening TBD Winter Rec Guide DEADLINE	1 Wine Walk Tickets on Sale TBD Concert Series #3 - TBD TBD Art Show #2 TBD Winter Rec Guide DEADLINE	1 Wine Walk Tickets on Sale TBD Concert Series #3 - TBD TBD Art Show #2 TBD Winter Rec Guide DEADLINE	
SEPT.	18 Board Meeting 1-30 Art Show #1: "Imagination" Exhibit 15 Concert Series #3 - Lynn Fiddmont	16 Board Meeting TBD Art Show #2	15 Board Meeting TBD Art Show #2	
OCT.	14 Chino Hills Wine Walk 1-31 Art Show #1: "Imagination" Exhibit	12 Chino Hills Wine Walk TBD Art Show #2	12 Chino Hills Wine Walk TBD Art Show #2	
NOVEMBER	TBD Concert Series Planning Begins 1-10 Art Show #1: "Imagination" Exhibit 20 Board Meeting TBD Date Due: Donor Recognition 2024 TBD Design Donor Recognition Invites TBD Spring Rec Guide (Feb -May) DEADLINE	TBD Concert Series Planning Begins 18 Board Meeting TBD Date Due: Donor Recognition 2025 TBD Design Donor Recognition Invites TBD Spring Rec Guide (Feb -May) DEADLINE	TBD Concert Series Planning Begins 17 Board Meeting TBD Date Due: Donor Recognition 2025 TBD Design Donor Recognition Invites TBD Spring Rec Guide (Feb -May) DEADLINE	
DECEMBER	TBD Volunteer Reception - Save the Date TBD Donor Recognition - Save the Date TBD Concert Series webpage LIVE	TBD Volunteer Reception - Save the Date TBD Donor Recognition - Save the Date TBD Concert Series webpage LIVE	TBD Volunteer Reception - Save the Date TBD Donor Recognition - Save the Date TBD Concert Series webpage LIVE	