



AGENDA

CHINO HILLS COMMUNITY FOUNDATION
REGULAR MEETING
MONDAY, JANUARY 22, 2024
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. 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

DARRIN LEE
DELINA LEWIS
GRACE CAPPS
SAMANTHA JAMES-PEREZ

DARRYLL GOODMAN
DENISE CATTERN
KATHLEEN SMITH
SPENCER BOGNER

DAVID KRAMER
GLEN ANDERSON
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 Amended September 18, 2023, Foundation Meeting Minutes.
3. Approve November 20, 2023, Foundation Meeting Minutes.
4. Receive and file Preliminary Financial Report as of December 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 AED donation
6. Review Calendar

COMMITTEE REPORTS

Chair Rogers

- Executive Committee
- Board Development Committee

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

SEPTEMBER 18, 2023
REGULAR MEETING

CHINO HILLS, CALIFORNIA

Board Chair Rogers called the Chino Hills Community Foundation Meeting to order at 4:00 p.m.

PRESENT: BOARD MEMBERS: PETER ROGERS
GLEN ANDERSON
SPENCER BOGNER
DENISE CATTERN
MARY FAULHABER (arrived at 4:02 p.m.)
SAMANTHA JAMES-PEREZ
DELINIA LEWIS
CYNTHIA MORAN
PETER PIRRITANO
RICK SHIBA

ABSENT: BOARD MEMBERS: DARRYL GOODMAN
BILL HUGHES
DAVID KRAMER
DARRIN LEE
SYLVIA NASH
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

Led by Board Member Shiba.

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 James-Perez, and seconded by Board Member Anderson, to approve the following Consent Calendar items:

MINUTES

The Board members approved the July 17, 2023, Chino Hills Community Foundation Meeting Minutes, as presented.

QUARTERLY INVESTMENT REPORT

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

PRELIMINARY FINANCIAL REPORT

The Board members received and filed the Preliminary Financial Report as of August 31, 2023, as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CATTERN, FAULHABER, JAMES-PEREZ, LEWIS, MORAN, PIRRITANO, SHIBA.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, HUGHES, KRAMER, LEE, NASH, SMITH.

ABSTAIN: BOARD MEMBERS: NONE.

DISCUSSION CALENDAR

SPONSORSHIP OF HS JUNIOR ACHIEVEMENT FINANCIAL LITERACY PROGRAM

Board Chair Rogers submitted a sponsorship request to the Board on behalf of David Dinasan, owner/operator of the Chino Hills Chick-fil-A, for a one-time, eight-week program, that teaches financial responsibility to high school students through the Junior Achievement Program, at Ruben S. Ayala High school. He stated that he was unsure if it completely fell under the Foundation's mission statement since the scope was limited and clarified that the request had not been submitted to the strategic committee. He suggested a \$500 donation. Board Vice Chair Moran asked staff if, at face value, the request fit in to the mission statement. Community Service Director Marshall answered that the donation must fit into one of the four areas. 1) Improve Local Facilities: Improve Current Community Facilities. 2) Enhance Education: Provide Opportunities for Personal Development and Knowledge. 3) Protect the Environment: Mitigate Risk to and Sustain the Beauty of our Surroundings. 4) Promote the Arts: Support the Growth of and the Exposure to the Arts in the Community, and that it appeared that the request would fall under the second category. Multiple board members agreed with his opinion. Discussion ensued among the Board regarding recognition, the program only being offered at one high school, clarification whether it was an existing class, if Junior Achievement would receive the recognition, preference for something broader, clarification on who the donation would be to, was the content neutral, and how many students it would benefit. There was a consensus of the Board in support of the program but required more

information to make a decision. Board Chair Rogers stated he would bring the item back to the board with more information.

TORREY PINES PARK PROJECT UPDATE

Community Services Director Marshall provided a status update on projects previously contributed to by the foundation.

- Torrey Pines Park (donation amount \$50,000) is set to receive new restroom roofing, new paint for restrooms, a playground, security lighting, landscaping, a new gazebo roof, and rubber speed humps, to prevent unwanted activity in the parking lot. Completion is expected by the end of the year.
- Dog Park (donation amount \$5,000) will receive new shade structures on both sides. Completion is expected within the next two months.
- Bike Repair Stations (donation amount \$10,000) are awaiting installation at Grand Avenue Park, Community Center, and the entrance to the State Park.
- Crossroads Park (donation amount \$125,000) will receive upgrades to the playground, walking pathways, parking lot, rooftops for the restroom and the gazebo, and the addition of fitness equipment.
- The Show Wagon (donation amount \$50,000) is expected to be received within two months, and after the stage is received a concert at Veterans Park will be planned in honor of its' donors.
- The Mobile Recreation Vehicle (donation amount \$50,000) should be complete by next school year, as it still requires additional design and customization.
- Community Center Patio Furniture (donation amount \$10,000) was delayed due to COVID supply chain issues and changes in staffing, but delivery is expected soon. Board Chair Rogers clarified that this donation was the result of the engraved brick sales, which was intended for the profits to be donated to the City of Chino Hills for use at the Community Center.

DISCUSS MOVING ANNUAL MEETING

Board Chair Rogers stated the 2023 - 2024 Annual Meeting falls on the same date as high school graduations, which the council members attend, therefore he is requesting the meeting be moved to May 14th instead of May 20th.

A motion was made by Board Member Bogner, seconded by Board Member Cattern, to approve moving the annual meeting from May 20th to May 14th.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CATTERN, FAULHABER, JAMES-PEREZ, LEWIS, MORAN, PIRRITANO, SHIBA.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, HUGHES, KRAMER, LEE, NASH, SMITH.

ABSTAIN: BOARD MEMBERS: NONE.

COMMITTEE REPORTS

Chair Peter Rogers

- WINE WALK SUBCOMMITTEE – Board Chair Rogers informed the Board sponsorships are in good standing. The committee secured \$75,000 in cash sponsorships. He highlighted that 200 VIP tickets sold out in 4 days. He mentioned that wine purchases will be required for six to eight more pouring stations. He informed the committee rentals and vendors are being secured, and there are around 57 total pouring stations this year.

Board Treasurer Peter Pirritano

- FINANCE & INVESTMENT COMMITTEE – Board Treasurer Pirritano provided a summary of the financial report as of August 31, 2023.

Board Member Denise Cattern

- PUBLIC AFFAIRS COMMITTEE – Board Member Cattern mentioned that the Chino Champion has been kind to the Foundation with multiple mentions and photos on featured pages. She stated if the Board would like to see any specific mentions in the paper, please forward suggestions to her. She reminded the Board to share with friends and family, any resident has the option of requesting a paper copy of the Chino Valley Champion Newspaper to be delivered to your house free of charge.

Board Member Glen Anderson

- chARTS COMMITTEE –
 - Concerts – Board Member Anderson informed the Board the concert series has done incredibly well this year, and the artists were all well received. He advised the Board to inform him of any new entertainment groups that would be desirable to see in the upcoming year. He mentioned considering DW3 for next year's lineup, due to their following.
 - Art Gallery – Board Member Anderson stated the Downtown Art Gallery at The Shoppes has been very successful, averaging 20 - 30 guests every opening. It's been a tremendous outreach for the community. New artists with a variety of art displays are being discovered through this process. The chARTs Committee is proposing to hold a mixer for the artists to meet each other. Possible ideas for the future include a quilting exhibit and something related to Kid's Art.
 - Art Shows – Board Member Anderson stated next year there will be two Art Shows at the Community Center, which will possibly focus on two to three artists with larger collections of work.

Secretary Mary Faulhaber

- VOLUNTEER COMMITTEE – Board Secretary Faulhaber stated the committee has not met, but the Volunteer waiver has been completed and it will be sent out to volunteers soon. Board Chair Rogers requested a meeting to discuss selecting a date for the upcoming Volunteer Reception Dinner next winter.

BOARD COMMENTS

Shiba: Board Member Shiba stated the wine walk is progressing well and he is looking forward to it.

James-Perez: Board Member James-Perez stated she is pleased with the increasing publicity for the Foundation and the Board is on a good trajectory.

Cattern: Board Member Cattern stated she will be inviting the Board to the Historical Society's next meeting on October 16th, celebrating Sleepy Hollow's 100th anniversary.

ADJOURNMENT

Board Chair Rogers adjourned the meeting at 5:02 p.m.

Respectfully submitted by:

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

Signed by:

Mary Faulhaber, Board Secretary
Chino Hills Community Foundation

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

NOVEMBER 20, 2023
REGULAR MEETING

CHINO HILLS, CALIFORNIA

Board Chair Rogers called the Chino Hills Community Foundation Meeting to order at 4:00 p.m.

PRESENT: BOARD MEMBERS: PETER ROGERS
GLEN ANDERSON
SPENCER BOGNER
DENISE CATTERN
MARY FAULHABER
SAMANTHA JAMES-PEREZ
DARRIN LEE
DELINIA LEWIS (arrived at 4:07 p.m.)
SYLVIA NASH
RICK SHIBA
KATHLEEN SMITH

ABSENT: BOARD MEMBERS: DARRYL GOODMAN
DAVID KRAMER
CYNTHIA MORAN
PETER PIRRITANO

ALSO PRESENT: ALMA HERNANDEZ, SR. MANAGEMENT ANALYST
MARLENE SIU, FOUNDATION SECRETARY

PLEDGE OF ALLEGIANCE TO THE FLAG

Led by Board Member James-Perez.

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.

Board Chair Rogers pulled items No. 6 and 7, regarding the recommendation of Grace Capps for appointment to the Chino Hills Community Foundation, and the approval of a \$2,500 donation to the Chino Hills Historical Society, from the Consent Calendar for discussion and separate vote.

A motion was made by Board Member James-Perez, and seconded by Board Member Anderson, to approve the remaining Consent Calendar items:

MINUTES

The Board members approved the September 18, 2023, Chino Hills Community Foundation Meeting Minutes, as presented.

QUARTERLY INVESTMENT REPORT

The Board members received and filed the Quarterly Investment Report as of September 30, 2023, as presented.

PRELIMINARY FINANCIAL REPORT

The Board members received and filed the Preliminary Financial Report as of October 31, 2023, as presented.

APPROVE FY 22/23 AUDIT REPORT

The Board members approved the FY 22/23 Audit report, as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CATTERN, FAULHABER, JAMES-PEREZ, LEE, LEWIS, NASH, SHIBA, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, KRAMER, MORAN, PIRRITANO.

ABSTAIN: BOARD MEMBERS: NONE.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

APPOINTMENT OF NEW BOARD MEMBER GRACE CAPPS

After some discussion regarding Grace Capp's incredible work ethic, there was a consensus supporting the recommendation for her appointment to the Foundation board.

A motion was made by Board Member Smith, and seconded by Board Member Nash, to recommend the appointment of Grace Capps for the Chino Hills Community Foundation to the Chino Hills City Council for a term ending May 31, 2027.

The motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CATTERN, FAULHABER, JAMES-PEREZ, LEE, LEWIS, NASH, SHIBA, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, KRAMER, MORAN, PIRRITANO.

ABSTAIN: BOARD MEMBERS: NONE.

DONATION TO THE CHINO HILLS HISTORICAL SOCIETY

Board Chair Rogers recommended an annual donation of \$2,500 from the Foundation to the Chino Hills Historical Society to support the longevity of the organization. He mentioned the Foundation received a large donation from the McCombs, whose family was known to support the arts, and therefore felt it was appropriate to consider this annual allocation of money. Board Chair Cattern welcomed the support and stated this annual donation will ensure continuation of the group; without the constraint of seeking funding to pay ongoing expenses such as storage fees. She is most excited to purchase a new camera so meetings can be posted online.

A motion was made by Board Chair Rogers, and seconded by Board Member Shiba, to approve the \$2,500 annual donation to the Chino Hills Historical Society, the motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, FAULHABER, JAMES-PEREZ, LEE, LEWIS, NASH, SHIBA, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, KRAMER, MORAN, PIRRITANO.

ABSTAIN: BOARD MEMBERS: CATTERN.

DISCUSSION CALENDAR

DISCUSS SPONSORSHIP OF HIGH SCHOOL JUNIOR ACHIEVEMENT FINANCIAL LITERACY PROGRAM

Board Chair Rogers suggested postponing discussion of this item, regarding a possible \$500 donation to the Junior Achievement financial literacy program at Ruben S. Ayala High School, until the potential return of Grace Capps to the Foundation Board, who has been involved in the Junior Achievement Program in the past. There was a consensus to continue the discussion in the new year.

DISCUSS MOVING THE REGULAR JANUARY MEETING DATE FROM JANUARY 15, 2024, TO JANUARY 22, 2024, DUE TO THE MARTIN LUTHER KING HOLIDAY, AND REVIEW CALENDAR

Board Chair Rogers highlighted that the next meeting is scheduled for January 15, 2024, which falls on Martin Luther King Junior Day, a national holiday, therefore is recommending moving the meeting to the following week, Monday, January 22, 2024.

A motion was made by Board Chair Rogers, and seconded by Board Member James-Perez, to approve the date change for the January Board meeting to January 22, 2024.

The motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, ANDERSON, BOGNER, CATTERN, FAULHABER, JAMES-PEREZ, LEE, LEWIS, NASH, SHIBA, SMITH.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: GOODMAN, KRAMER, MORAN, PIRRITANO.

ABSTAIN: BOARD MEMBERS: NONE.

DISCUSS WINE WALK

Board Chair Rogers stated he received positive feedback from the event. He stated around 1,460 were in attendance, the target was 1,400. The event made \$123,000, which is in line with the last couple of years, though expenses have increased this year. He thanked all volunteers for their assistance, and that the event could not be completed without them. All Board members agreed that the event was successful.

Board Member Anderson suggested clarifying the responsibilities between the volunteers and vendors, while also being flexible to avoid any misunderstanding.

COMMITTEE REPORTS

Chair Peter Rogers

- BOARD DEVELOPMENT COMMITTEE – Board Chair Rogers stated the Committee met briefly over zoom to discuss the appointment of Grace Capps.
- WINE WALK COMMITTEE – The Committee will reconvene in April or early May to begin planning next year's event.

Board Member Denise Cattern

- PUBLIC AFFAIRS COMMITTEE – Board Member Cattern mentioned the Foundation keeps getting great coverage in the Champion including a piece by David Allen, on the first opening of the Art Gallery.

Board Member Glen Anderson

- chARTS COMMITTEE –
 - Concerts – Board Member Anderson informed the Board the committee has identified dates for future concerts in the next year, and discussion was held to work on securing larger known artists to generate greater fundraising for the Foundation.

- Art Gallery – Board Member Anderson stated the Downtown Art Gallery at The Shoppes has been very successful, averaging 20 - 30 guests every opening. It has been a tremendous outreach for the community. He mentioned that the Art Gallery received a \$600 donation from resident Richard Ortega to be used towards the Foundation's art program. He stated the Art Gallery has grown in recognition and is attracting a different caliber of artists, in addition to youth. There are plans to host a spring show, featuring youth artists. He stated there is now enough artwork in possession that the gallery can rotate artwork for display. He thanked the Champion for their support in featuring the Art Gallery, which has greatly contributed to the publicity of the gallery. Board Member James-Perez thanked all Board Members for their attendance at the Art Gallery. She added it creates a sense of community. It has become sort of a community meeting place, and the gallery could use seating to accommodate patrons that frequently visit the gallery, and visitors who just "hang out" there.

Secretary Mary Faulhaber

- VOLUNTEER COMMITTEE – Board Secretary Faulhaber stated there has not been a meeting, but they will schedule one soon. She thanked James-Perez for keeping track of the Art Gallery volunteers. She announced the Volunteer Dinner would take place February 5th, at the McCoy Equestrian and Recreation Center. She added planning will begin soon.

BOARD COMMENTS

Nash: Board Member Nash gave commendations to Board Member James-Perez and Board Member Anderson for the Art Gallery. She praised Board Member James-Perez for keeping track of the Volunteers, and their scheduling of assisting the Art Gallery. She inquired about the Donor Reception, and Board Chair Rogers explained due to low participation it was cancelled at the request of Board Vice Chair Moran.

Smith: Board Member Smith stated Bill Hughes' celebration of life was well attended and very beautiful.

Faulhaber: Board Secretary Faulhaber attended the grand opening of the new Art Gallery location, and she enjoyed seeing the community's positive response.

James-Perez: Board Member James-Perez thanked staff volunteers and Board Members for their work on Wine Walk and wished the Board a Happy Thanksgiving.

Anderson: Board Member Anderson thanked Board Member James-Perez and her husband for all her work for the Art Gallery, and record keeping expertise.

Lee: Board Member Lee stated Bill Hughes' memorial was inspiring, and he enjoyed learning so much about his life and connections he has made in this community.

Rogers: Board Chair Rogers thanked all members for attending meetings on a regular basis and stated he is pleased to see the Board giving back to the community. He is pleased to see Grace Capps return to the Board. Her appointment will be approved at the council meeting in December. He requested a discussion of future donation of money for AED's to the Fire Foundation and would like it on the agenda in January.

All Members: All Board Members stated Wine Walk was incredibly successful and thanked Board Member James-Perez and Board Member Anderson for all their hard work and wished each other a happy holiday.

ADJOURNMENT

Board Chair Rogers adjourned the meeting at 4:47 p.m.

Respectfully submitted by:

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

Signed by:

Mary Faulhaber, Board Secretary
Chino Hills Community Foundation



STAFF REPORT

TO: BOARD MEMBERS DATE: JANUARY 22, 2024
FROM: JONATHAN MARSHALL ITEM NO.: 4
COMMUNITY SERVICES DIRECTOR
SUBJECT: FINANCIAL REPORT

RECOMMENDATION:

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

BACKGROUND/ANALYSIS:

The Financial Report as of December 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 December 31, 2023, is \$725,973.

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 December 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 December 31, 2023, is \$45,256.

CHINO HILLS COMMUNITY FOUNDATION
Statement of Activities
As of December 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		
Operating Revenue:												
Contributions:												
Donations	\$ -	\$ -	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ 10,000		\$ 27,500	\$ 27,500	
Grants			-							\$ -	\$ -	
Special Events	168,900	168,900	143,521			18,892				162,413	(6,487)	
Interest Income		-	17,613							17,613	17,613	
Total Operating Revenue	168,900	168,900	178,634	-	-	18,892	-	10,000	-	207,526	38,626	
Operating Expenses:												
Program Services:												
Adopt-A-Family Program	2,000	3,600								-	(3,600)	
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							50,000	-	
Vila Borba Dog Park		5,000	5,000							5,000	-	
Chino Hills Historical Society		2,500								-	(2,500)	
Total Program Expenses	32,200	134,300	65,000	-	-	-	-	25,000	-	90,000	(44,300)	
Supporting Services:												
Fundraising	66,025	66,025	36,979			8,170				45,149	(20,876)	
Administration	14,500	14,500	9,236							9,236	(5,264)	
Total Support Services	80,525	80,525	46,216	-	-	8,170	-	-	-	54,385	(26,140)	
Total Operating Expenses	112,725	214,825	111,216	-	-	8,170	-	25,000	-	144,385	(70,440)	
Interfund Transfers:	-	-	15,000	-	-	-	-	(15,000)	-	-	-	
Changes in Net Assets	\$ 56,175	\$ (45,925)	\$ 82,418	\$ -	\$ -	\$ 10,722	\$ -	\$ (30,000)	\$ -	\$ 63,140	\$ 109,065	
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		
Adjustment to match June 31, 2023			502			(290)			3,082	3,294		
	<u>755,139</u>	<u>755,139</u>	<u>643,555</u>	<u>7,127</u>	<u>221</u>	<u>29,274</u>	<u>3,000</u>	<u>30,000</u>	<u>45,256</u>	<u>758,433</u>		
Net Assets, end of the year	\$ 811,314	\$ 709,214	\$ 725,973	\$ 7,127	\$ 221	\$ 39,996	\$ 3,000	\$ -	\$ 45,256	\$ 821,573		

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

	PROGRAM SERVICES	Fundrasing			Administration	Total
		2023			General	
		Donations	Wine Walk	chARTS	Management	
Operating Revenues:						
Contributions:						
Sales	\$ -	\$ 86,915	\$ 10,670	\$ 97,585	\$ -	\$ 97,585
Donations/Sponsorships	27,500	55,700	5,000	60,700		88,200
Advertising			-	-		-
Other Revenues		906	3,222	4,128		4,128
Interest Income	17,613			-		17,613
	<u>45,113</u>	<u>143,521</u>	<u>18,892</u>	<u>162,413</u>	<u>-</u>	<u>207,526</u>
Operating expenses:						
Licenses & Permits		52	104	156		156
Memberships			-	-		-
Liability Insurance				-	6,047	6,047
Financial Services		374	-	374	151	525
Computer Services			-	-	1,961	1,961
Contractual Services			1,200	1,200	700	1,900
Advertising & Promotion			-	-		-
Printing Services		3,782	-	3,782	103	3,885
Postage			-	-		-
Office Supplies			-	-		-
Special Parts and Supplies		8,200	1,116	9,316	175	9,491
Concessions			-	-		-
Administrative Overhead			-	-		-
Entertainment			5,750	5,750		5,750
Catering and Refreshments			-	-		-
Rentals		24,570	-	24,570		24,570
Taxes			-	-	100	100
Scholarships, Grants & Awards	90,000		-	-		90,000
	<u>\$ 90,000</u>	<u>\$ 36,979</u>	<u>\$ 8,170</u>	<u>\$ 45,149</u>	<u>\$ 9,236</u>	<u>\$ 144,385</u>
Changes in Net Assets	<u>\$ (44,887)</u>	<u>\$ 106,542</u>	<u>\$ 10,722</u>	<u>\$ 117,264</u>	<u>\$ (9,236)</u>	<u>\$ 63,140</u>

CHINO HILLS COMMUNITY FOUNDATION
Statement of Functional Activities
Cultural Arts Committee

	Art Gallery	2022 Concert Series	2023 Concert Series	Total
Operating Revenues:				
Contributions:				
Sales		\$ 420	\$ 10,250	\$ 10,670
Donations/Sponsorships			5,000	5,000
Advertising				-
Raffles & Auctions				-
Other	600			600
Concessions	\$ 148		2,474	2,622
Interest Income				-
	748	420	17,724	18,892
Operating expenses:				
Licenses & Permits			104	104
Liability				-
Financial Services				-
Computer Services				-
Contractual Services			1,200	1,200
Advertising & Promotion				-
Printing Services				-
Postage				-
Office Supplies				-
Special Parts and Supplies	676		440	1,116
Concessions				-
Administrative Overhead				-
Entertainment			5,750	5,750
Catering and Refreshments				-
Rentals				-
Taxes				-
Scholarships, Grants & Awards				-
Donations				-
	\$ 676		\$ 7,494	\$ 8,170
Changes in Net Assets	\$ 72	\$ 420	\$ 10,230	\$ 10,722



STAFF REPORT

TO: BOARD MEMBERS
DATE: JANUARY 22, 2024
FROM: JONATHAN MARSHALL
COMMUNITY SERVICES DIRECTOR
ITEM NO.: 5
SUBJECT: AED DONATION

RECOMMENDATION:

Discuss AED donation locations.

BACKGROUND/ANALYSIS:

As part of the budget process, the board approved a donation of \$4,200 to the Chino Valley Fire Foundation "Heart Safe/BleedSafe Chino Valley" program for two AED machines and trauma kits. Below is a list of locations that have been suggested by either board members or the Chino Valley Fire Foundation:

LOCATION	COMMENTS
Harkins Theater	Have declined on multiple occasions.
Post Office	
24-hour fitness	They have 1.
Septembers Tap Room	
Luchador Brewing	They have declined.
St. Paul the Apostle Church	They have been donated 1.
Western Hills Golf Course	They have one, but staff has not been trained.
Los Serranos Golf Course	They were donated 1 a couple of months ago.
Mystic Canyon Community building	already have one
Costco	already have two
Chino Hills Community Center	already have one
City Hall	already have two
Lake Los Serranos	already have one in the clubhouse
Oakmont of Chino Hills (assisted living)	
McCoy Equestrian and Recreation Center	already have one
Albertsons (Los Serranos Country Club)	
Grocery Outlet	
Show Wagon	City already has one mobile unit for special events
Sports Organizations (AYSO, Little League)	new law in effect 2027; required to have one
Chik-Fil-A	
Staters Bros	

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			
	2024	2025	2026	
JANUARY	TBD Volunteer Reception - Send Invitations 4 Kids Art Exploration Kickoff Mtg. 22 Board Meeting	TBD Volunteer Reception - Send Invitations 20 Board Meeting (conflict with MLK)	TBD Volunteer Reception - Send Invitations 19 Board Meeting (conflict with MLK)	
FEBRUARY	5 Volunteer Recognition 6 Concert Series #1: Tickets on Sale 7 Summer Rec Guide DEADLINE	TBD Summer Rec Guide DEADLINE 3 Volunteer Recognition TBD Concert Series #1: Tickets on Sale	TBD Summer Rec Guide DEADLINE 2 Volunteer Recognition TBD Concert Series #1: Tickets on Sale	
MARCH	4 Concert Series #2: Tickets on Sale 18 Board Meeting 23 Kids Art Exploration	17 Board Meeting TBD Kids Art Exploration TBD Concert Series #1: TBD	16 Board Meeting TBD Kids Art Exploration TBD Concert Series #1: TBD	
APRIL	6 Concert Series #1: TBD 17 Fall Rec Guide DEADLINE	29 Summer Rec Guide DEADLINE		
MAY	1-31 Art Show #1 2 Artist Reception 1 Wine Walk Planning Begins 3 Concert Series #2 - TBD 13 Board Meeting 27 Wine Walk Webpage LIVE	1 Wine Walk Planning Begins 19 Board Meeting TBD Concert Series #2 - TBD 27 Wine Walk Webpage LIVE TBD Fall Rec Guide DEADLINE	1 Wine Walk Planning Begins 18 Board Meeting TBD Concert Series #2 - TBD 27 Wine Walk Webpage LIVE TBD Fall Rec Guide DEADLINE	
JUNE	1-30 Art Show #1	TBD Art Show #1	TBD Art Show #1	
JULY	8 Concert Series #3: Tickets on Sale 15 Board Meeting 1-31 Art Show #1	21 Board Meeting TBD Art Show #1	20 Board Meeting TBD Art Show #1	
AUGUST	1 Wine Walk Tickets on Sale 1-31 Art Show #2 8 Artist Reception: Anne Wang 21 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.	7 Concert Series #3 - TBD 16 Board Meeting 1-30 Art Show #2	15 Board Meeting TBD Art Show #2	21 Board Meeting TBD Art Show #2	
OCT.	12 Chino Hills Wine Walk 1-31 Art Show #2	12 Chino Hills Wine Walk TBD Art Show #2	12 Chino Hills Wine Walk TBD Art Show #2	
NOVEMBER	1 Spring Rec Guide (Feb -May) DEADLINE TBD Concert Series Planning Begins 18 Board Meeting	TBD Concert Series Planning Begins 17 Board Meeting TBD Spring Rec Guide (Feb -May) DEADLINE	TBD Concert Series Planning Begins 16 Board Meeting TBD Spring Rec Guide (Feb -May) DEADLINE	
DECEMBER	TBD Volunteer Reception - Save the Date TBD Concert Series webpage LIVE	TBD Volunteer Reception - Save the Date TBD Concert Series webpage LIVE	TBD Volunteer Reception - Save the Date TBD Concert Series webpage LIVE	