

MINUTES

CHINO HILLS COMMUNITY FOUNDATION

**SEPTEMBER 15, 2025
REGULAR MEETING**

CHINO HILLS, CALIFORNIA

Board Chair Rogers called the Chino Hills Community Foundation Meeting to order at 4:02 p.m.

PRESENT: BOARD MEMBERS: PETER ROGERS
CYNTHIA MORAN
GRACE CAPPS
SAMANTHA JAMES-PEREZ
DARRIN LEE
PETER PIRRITANO
RICK SHIBA
DENISE CATTERN (arrived 4:13 p.m.)
KATHLEEN SMITH
DELINIA LEWIS
DARRYLL GOODMAN
GLEN ANDERSON (arrived 4:07 p.m.)
CYNTHIA MORAN
MARY FAULHABER
DAVID KRAMER

ABSENT: BOARD MEMBERS: SPENCER BOGNER
SYLVIA NASH

ALSO PRESENT: MELISSA ARMIT, COMMUNITY SERVICES MANAGER
SARAH SNYDER, MANAGEMENT ANALYST II
JANELLE RAMOS, COMMUNITY SERVICES COORDINATOR
BRIANNA HIGGINS, 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 stated a correction needs to be made on page 3 of the July 21, 2025, meeting minutes to reflect Board Member Bogner as Chair of the Fund Development Committee, rather than Board Member Pirritano.

Secretary Higgins added that a correction is also needed on the May, 12, 2025, meeting minutes to reflect the correct approved Fiscal Year annual budget on page 2.

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

MINUTES

The Board members approved the correction to the May 12, 2025, Chino Hills Community Foundation Meeting Minutes, as amended.

MINUTES

The Board members approved the July 21, 2025, Chino Hills Community Foundation Meeting Minutes, as amended.

QUARTERLY INVESTMENT REPORT

The Board members received and filed the Quarterly Investment Report as of June 30, 2025, as presented.

PRELIMINARY FINANCIAL REPORT

The Board members received and filed the Preliminary Financial Report as of August 31, 2025, as presented.

APPROVE SPECIAL REQUEST ROLLOVER FOR BILL HUGHES ARENA DONATION

The Board members approved a special request rollover for the Bill Hughes Arena Donation, as presented.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, CAPPS, JAMES-PEREZ, LEE,
PIRRITANO, SHIBA, CATTERN, SMITH, LEWIS, GOODMAN,
ANDERSON, MORAN, FAULHABER, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSTAIN: BOARD MEMBERS: MORAN.

ABSENT: BOARD MEMBERS: BOGNER, NASH.

DISCUSSION CALENDAR

SKATE PARK IDEA PAGE

Board Chair Rogers introduced the Skate Park Idea Page. Board Member Capps noted that the item was brought back to this meeting for further discussion. Board Vice Chair Moran emphasized the need to establish a clear process for determining which projects or items are brought before the Board. She added that while the Strategic Committee reviews projects, the full Board should still have the opportunity to review each proposal.

Board Member Capps stated that with the Strategic Committee reviewing idea pages, the Board would still have insight on the projects reviewed by the Committee. She added that review of projects should be handled by the Fund Development Committee, rather than the Strategic Committee. Board Member Anderson added that the Committee's role is to vet all information and provide recommendations to the full Board, allowing for a more efficient approach than having the entire Board review every project individually.

Board Vice Chair Moran stated that if a committee decides not to move forward with a project, there should still be a mechanism for a Board Member to pull the item for discussion. Board Member Capps recommended including a report from the Strategic Committee as part of the consent calendar, detailing the projects reviewed, their recommendations, and explanations for those recommended or not recommended. Community Services Manager Armit suggested that the Executive Board review committee responsibilities and make adjustments as needed.

After discussion, the Board agreed not to move forward with considering a donation to the Skate Park project at this time.

DISCUSS MOVING THE REGULAR MEETING DATE OF JANUARY 19, 2026, DUE TO CONFLICT WITH MARTIN LUTHER KING HOLIDAY TO JANUARY 12, 2026, AND REVIEW CALENDAR.

Board Chair Rogers informed the Board that the upcoming 2026 Martin Luther King Jr. Holiday falls on the third Monday of the month, which coincides with the January 2026 meeting date, and the Board must vote to change the date of the January meeting so that City staff will be working.

A motion was made by Board Member Goodman, and seconded by Board Member Smith, to move the meeting date to January 12, 2026.

Motion carried as follows:

AYES: BOARD MEMBERS: ROGERS, MORAN, CAPPS, JAMES-PEREZ, LEE, PIRRITANO, SHIBA, CATTERN, SMITH, LEWIS, GOODMAN, ANDERSON, MORAN, FAULHABER, KRAMER.

NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: BOGNER, NASH.

COMMITTEE REPORTS

Board Chair Rogers

- WINE WALK COMMITTEE – Chair Rogers reported that planning for the Wine Walk is progressing well, with final logistics currently being fine-tuned. Board

Member Lewis noted that Lyft will provide pick-up and drop-off services near Kicking Crab for attendees. Chair Rogers added that sponsorships are still coming in, though some payments are still outstanding, and ticket sales are lower than in previous years. VIP and Designated Driver tickets have sold out, while General Admission tickets remain available. Board Member Faulhaber reported that 85 volunteers have signed up, which is sufficient to cover all event roles. Board Member Capps recommended assigning volunteers to assist at the designated Lyft area. Board Member Lee added that a few new restaurants will participate this year, including Green River Café, Shakey's, and Owens Italiano.

Treasurer Peter Pirritano

- **FINANCE INVESTMENT:** Board Member Pirritano reported that net assets were \$1,020,555 at the beginning of the year and are projected to be \$1,049,656 by the end of the year, noting that the upcoming Wine Walk event will also contribute to these funds.

Board Member Denise Cattern

- **PUBLIC AFFAIRS COMMITTEE** – Board Member Cattern commended Board Member James-Perez for her work in the Art Gallery and for providing updates to the Chino Valley Champion. She shared that she will be promoting the Wine Walk on social media and reported that the Champion had published the incorrect date for the Wine Walk event but is working with them to issue an updated article with the correct date.

Board Member Glen Anderson

- **chARTS COMMITTEE** –
 - **Concerts Series** – Board Member Anderson reported that the Andy Vargas concert on September 13, 2025, was very successful and highlighted the concerts as a valuable outreach opportunity for the Foundation Board. He noted that planning is underway for next year's concert series and commended Coordinator Ramos for her work in coordinating the event. Chair Rogers also thanked the City's IT Manager, Matt Jester, for ensuring the ticket scanners functioned properly. Board Member Anderson recommended considering switching the concert orientation under the Community Center Gazebo to the south side to allow for additional ticket sales, noting that logistics would need to be reviewed if this change is pursued. Board Member Cattern added that security measures would need to be evaluated to prevent unauthorized entry. Board Member Smith observed that many attendees asked about paying for concession items with a credit card and inquired if this could be an option for the Board. Community Services Manager Armit responded that while it can be explored, the associated costs are significant and may outweigh the benefit.

- Art Gallery - Board Member Anderson announced that the Art Gallery will close its current location in Suite 4055 on October 17, 2025, and reopen in Suite 5010 on October 31, 2025, from 2:00 p.m. to 8:00 p.m. Board Member James-Perez added that candy will be provided to help draw in residents and noted that a final open mic night at the current location is scheduled for Friday, October 3, 2025.

Board Secretary Faulhaber

- VOLUNTEER COMMITTEE – Board Member Faulhaber inquired about the 'Adopt-a-Trail' program in front of Ayala High School. Community Services Manager Armit explained that the Foundation currently adopts the trail in front of Ayala High school off Peyton Drive and that this City-run program requires volunteers to clean the trail once a month. She added that anyone can volunteer on behalf of the Foundation and said staff could provide the Board with additional information regarding adoption details and requirements.

BOARD COMMENTS

Kramer: Board Member Kramer emphasized the importance of maintaining positivity and politeness within the community and in interactions with individuals.

Capps: Board Member Capps stated that 100 Women Who Care, a nonprofit group, nominated the Chino Hills Community Foundation to receive a donation. She explained that in this program, 100 women each donate \$100 and collectively decide which nominated organization will receive the funds. She added that the meeting will take place on October 15, 2025, at Boys Republic from 6:30 p.m. to 8:30 p.m., and she will be presenting to share information about the Foundation's goals and accomplishments in hopes of securing the donation.

Cattern: Board Member Cattern thanked Board Member Kramer for his presentation at the June Historical Society meeting. She added that the next meeting will be held on October 13, 2025, at the Chino Hills Community Center at 7:00 p.m. and will feature 'Hill of Hope: Cult or Catholicism'.

ADJOURNMENT

Board Chair Rogers adjourned the meeting at 5:22 p.m.

Respectfully submitted by:



Brianna Higgins, Senior Administrative Assistant
Community Services Department, City of Chino Hills