

MINUTES
CHINO HILLS COMMUNITY FOUNDATION MEETING
January 13, 2014
Chino Hills Government Center
Community Room
14000 City Center Drive, Chino Hills, California

I. CALL TO ORDER

Chair Moran called the Chino Hills Community Foundation Meeting to order at 3:32 p.m.

II. PLEDGE OF ALLEGIANCE

Grace Capps led the Assembly for the Pledge of Allegiance.

III. ROLL CALL

PRESENT:	Bill Taylor*	Grace Capps
	Cynthia Moran	John Young
	Dan Capener	Lisa McPheron
	David Kramer*	Peter Rogers
	David Robbins	Sylvia Nash
	Derek S. Williams	Wayne Scaggs

ABSENT:	Bill Hughes	Rick Jones
	Brian Pollack	Steven Elie

ALSO PRESENT: Jonathan Marshall, Community Services Director
Alma Hernandez, Administrative Analyst II
Melissa Armit, Recreation Supervisor
Kimberly Albarian, Recreation Supervisor
Donna Siebert, The Shoppes General Manager

* Note: Dan Capener arrived at 3:34 p.m.
David Kramer arrived at 3:39 p.m.
Bill Taylor arrived at 3:41 p.m.

IV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

V. RECEIVE AND FILE FINANCIAL AND QUARTERLY INVESTMENT REPORTS

On motion by Derek Williams, seconded by Sylvia Nash, the Financial and Quarterly Investment Report was received for filing. All in favor. MOTION CARRIED.

VI. ACTION ITEMS

a) Approval of November 4, 2013 Meeting Minutes

On motion by Sylvia Nash, seconded by John Young, the Minutes of the Meeting from November 4, 2013 were approved. All in favor. MOTION CARRIED.

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- b) Approve regularly scheduled November 10, 2014 meeting be moved to November 17, 2014.

On motion by John Young, seconded by Derek Williams, the regular meeting was moved to November 17, 2014. All in favor. MOTION CARRIED.

- c) Cultural Arts Committee logo.

The Board gave their comments and suggestions regarding the Cultural Arts Committee logo.

- d) Approve an appropriations budget amendment for the purchase of donor software.

On motion by Bill Taylor, seconded by Dan Capener, an appropriations budget amendment in the amount of \$3,000 was approved for the purchase of donor software. All in favor. MOTION CARRIED.

VII. DISCUSSION ITEMS

- a) Community Center Grand Opening

Vice Chair Rogers stated that the Foundation would be presenting a check in the amount of \$300,000 to the City of Chino Hills for the donation for the Community Center furnishings. He also mentioned that the bricks would be unveiled at the Grand Opening.

- b) Donor Recognition – Chair Moran announced that John Young has once again offered to host the Donor Reception on Saturday, March 1, 2014. Donors who have contributed at least \$1,000 in cash in 2013 will be invited.

- c) Future projects and/or programs to support – the following projects or programs were discussed:

- Senior Scholarships
- International Food Event
- Recreational Program for disabled youth

VIII. FUNDRAISING EVENTS

Spring Home Tour

Ms. Nash announced that the Spring Home Tour is scheduled for Sunday, April 6, 2014.

She asked that anyone who would like to place an ad in the program turn in the application right away because prime spaces are taken rather quickly.

Chair Moran stated that additional help is needed in getting in-kind donations from vendors, contractors, florists, etc. such as landscapers, cleaners, flowers for the showcase homes and reception, and donations for door prizes.

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IX. COMMITTEE REPORT

a) Board Development: Board Commitment Form

Chair Moran asked that this item be put on the agenda for the March 10 meeting as an action item for approval.

b) Public Affairs – Chair Lisa McPheron

Ms. McPheron announced that she would be meeting with the graphic designer for a simple folded pamphlet to hand out at the Community Center Grand Opening.

X. COMMENTS

None.

XI. ADJOURNMENT

Chair Moran adjourned the meeting at 4:54 p.m. to the next regular meeting on March 10, 2014.

Respectfully submitted by:

Carmen Fructuoso-Canter
Community Services Department

Signed by:

John Young, Board Secretary
Chino Hills Community Foundation