

CHC Foundation Executive Committee Meeting Notes

Monday, September 11, 2023
8:00 a.m.
CCR-233

Attendees:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Dr. Phong Nguyen – Pres. | <input type="checkbox"/> William Nassar – Past Pres. | <input type="checkbox"/> Leslie Wessels |
| <input checked="" type="checkbox"/> Amy Minjares – VP | <input checked="" type="checkbox"/> David Avila | <input checked="" type="checkbox"/> June Yamamoto |
| <input checked="" type="checkbox"/> Kevin Horan – Sec. | <input checked="" type="checkbox"/> Wynona Duvall | <input checked="" type="checkbox"/> Michelle Riggs |
| <input type="checkbox"/> Michael Strong – CFO | <input checked="" type="checkbox"/> Barbi Smith | <input checked="" type="checkbox"/> Carrie Audet |

TOPIC	DISCUSSION	FURTHER ACTION
Call to Order	8:11 a.m. – Welcome from Dr. Nguyen	
Old Business	<p>Approval of Minutes</p> <ul style="list-style-type: none"> Approval of Exec Minutes from 7-10-2023 <i>*Motedioned by Barbara Smith, seconded by David Avila</i> 	
Continuing Business	<p>Review Sept. Board Retreat Agenda – Strategic Planning</p> <ul style="list-style-type: none"> Scheduled to be a quick meeting, around 30 minutes <p>Review Strategic Planning Retreat Schedule and Activities</p> <ul style="list-style-type: none"> Icebreaker Activity for group to kick off Break into pre-determined groups to discuss Mission, Vision and Values and provide/collect input. Break for dinner – hosted by Foundation Back into groups to work on strategic activities to meet strategic goals. Case statements will be shared for review/inspiration. June suggested hosting another multi-chamber event on campus to highlight another area/program. Wynona requested a script to lead each of the groups. Michelle and Dr. Nguyen will prepare something. Michelle and Kevin to plan activity for reviewing case statements and collecting feedback. 	<p>Dr. Nguyen, June and Wynona to plan icebreaker activity</p> <p>Carrie to create form to collect m-v-v data</p> <p>Michelle to email all documents so that Directors have time to review before meeting.</p>
Reports	<p>Campus Update – Kevin Horan</p> <ul style="list-style-type: none"> Fall enrollment is up 11% from last year Admissions & Records has made enrollment easier, reducing the process from 6 steps to 3. The Dual Enrollment program has grown significantly this semester, so another staff position is being created to support this demand. Working with District to secure additional funding for Measure CC projects which are costing more than anticipated due to the increasing cost of materials/labor. We will know if we will receive the additional funding in March. This would allow full 	<p>Kevin to share update on housing/village information</p>

