CHC Foundation Executive Monday, September 11, 2023 8:00 a.m. Committee **CCR-233 Meeting Notes** Attendees: Dr. Phong Nguyen – Pres. ☐ William Nassar – Past Pres. ☐ Leslie Wessels $\overline{\mathbf{Q}}$ ☑ David Avila Amy Minjares - VP \square ☑ June Yamamoto ☑ Kevin Horan – Sec. ☑ Wynona Duvall ☑ Michelle Riggs ☑ Barbi Smith Michael Strong – CFO ☑ Carrie Audet **FURTHER TOPIC** DISCUSSION **ACTION** 8:11 a.m. - Welcome from Dr. Nguyen Call to Order **Approval of Minutes** Old Business Approval of Exec Minutes from 7-10-2023 *Motioned by Barbara Smith, seconded by David Avila Review Sept. Board Retreat Agenda – Strategic Planning Continuing Dr. Nguyen, Scheduled to be a quick meeting, around 30 minutes June and **Business** Review Strategic Planning Retreat Schedule and Activities Wynona to plan Icebreaker Activity for group to kick off icebreaker Break into pre-determined groups to discuss Mission. Vision activity and Values and provide/collect input. Break for dinner – hosted by Foundation Back into groups to work on strategic activities to meet Carrie to create strategic goals. Case statements will be shared for form to collect mreview/inspiration. v-v data June suggested hosting another multi-chamber event on campus to highlight another area/program. Michelle to email Wynona requested a script to lead each of the groups. Michelle and Dr. Nguyen will prepare something. all documents so Michelle and Kevin to plan activity for reviewing case that Directors statements and collecting feedback. have time to review before meeting. Campus Update – Kevin Horan Reports 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. Kevin to share Working with District to secure additional funding for Measure update on CC projects which are costing more than anticipated due to housing/village the increasing cost of materials/labor. We will know if we will information receive the additional funding in March. This would allow full

| | funding for planned student housing, new gym, and soccer complex. • Fire Academy's Regional Training Center is ahead of schedule for completion. • Solar Panel Project has been delayed by 3 months. • New Performing Arts Center is back on schedule. Budget Update – Michelle Riggs for Mike Strong | during next Board meeting. |
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| | Budget Report Highlights Grant Income - \$927,500 (includes \$25k for STEM Scholarships and \$25k for Fire Academy support) Expenses - \$65k (Fire Academy San Manuel grant expended); and \$56k (Scholarship funds claimed) Balance Sheet Highlights as of 8/15/23: Current Assets: \$6,268,867.06 | |
| | Current Assets: \$6,268,867.06 Development Update - Michelle Riggs Development Assistant - we should have in place by mid-October Scholarships now being coordinated through Financial Aid Office, current students will receive funds directly on their BankOne Mobile account. Commercials being shot on 9/21 & 9/22 - looking for alumni to participate Fundraising Event - website is up and running, accepting payments, save-the-dates to go out soon Alumni Committee Update - over 40 alumni attended the Paramedic Alumni event; we would like to send out "thank you" cards to those who attended. | Need to identify someone to send out the thank you cards. |
| Upcoming Events | Full Board Meeting 9/21 at 4 p.m. Executive Committee 10/9 at 8 a.m. Legacy Wall Unveiling 10/20 at 2:30pm | |
| Adjourn | Dr. Nguyen provided closing remarks • 9:00 a.m. – meeting adjourned | |
| Next Meeting | Monday, Oct. 9, 2023, 8:00 a.m., CCR-233 | |