

CHC Foundation Executive Committee Meeting Notes

Monday, July 1, 2024 8:00 a.m. CCR-233

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| <input checked="" type="checkbox"/> Phong Nguyen | <input checked="" type="checkbox"/> Leslie Wessels | <input type="checkbox"/> Carrie Audet |
| <input type="checkbox"/> Amy Minjares | <input checked="" type="checkbox"/> June Yamamoto | <input checked="" type="checkbox"/> Michelle Riggs |
| <input checked="" type="checkbox"/> David Avila | <input checked="" type="checkbox"/> Kevin Horan | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Wynona Duvall | <input checked="" type="checkbox"/> Mike Strong | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Barbara Smith | <input type="checkbox"/> Bill Nassar | <input type="checkbox"/> |

TOPIC	DISCUSSION	FURTHER ACTION
Call to Order	Dr. Nguyen called meeting to order at 8:02 a.m.	
Old Business	A. Motion made by June Yamamoto, second by Wynona Duvall to approve executive meeting notes from May 13, 2024. Motion passed.	
New Business	<p>A. Review Scholarship and Endowment policies Michelle reviewed new policies: Scholarship policy—Intent is to take to the Scholarship Committee for review then bring back to the Exec Committee for approval. June requested to add “at or near graduation” to scholarship distribution. Endowment Policy—Michelle reviewed details of the policies; The committee asked for clarification between “gift fee” and “administrative fee” Gift fee is one-time at the beginning of a gift; the purpose of this fee is to support administrative expenses; The Exec Committee recommended the “gift fee” description and the “administrative fee” description be combined to avoid confusion. Exec Committee suggested showing the costs to operate/manage the funds.</p> <p>B. Application for new Foundation Director, James Cortz. <i>Motion made by David Avila, seconded by Barbi Smith; motion passed</i></p>	<p>MR will edit scholarship policy and take to committee.</p> <p>MR will edit endowment policy and provide revisions for August Exec meeting.</p> <p>MR will add James to Sept FB agenda.</p>
Discussion	A. Recommend moving the Gala to fall 2025 due to changes to the academic calendar. With the gala not being held during this fiscal year, the Foundation will need to create new ways to raise	MR to reach out to Amy and Lillian

	<p>funds. Discussed possible small fundraising events in spring.</p> <p>Dueling Pianos – Lillian Vasquez and Amy Minjares have experience.</p> <p>Car show – David Avila</p> <p>Rubber duck race – Barbi Smith</p> <p>Multi-chamber event when new PAC opens Summer 2025 – June Yamamoto.</p> <p>Cornhole tournament?</p> <p>B. Alumnus Patti Cotton wants to provide a lecture for CHC Retirees, President’s Circle and Legacy Society members. Possible concepts: Creating your most significant chapter.</p> <p>MR requested committee members join her in a lunch meeting; June Yamamoto and Leslie Swindell volunteered.</p> <p>June mentioned a friend of a friend wrote a book on trauma. Could host a lecture – no cost – for EMS, Fire.</p> <p>Barbi mentioned that she knows Rad Tech Dr’s who may be willing to provide funds for graduates.</p> <p>C. Discussed feasibility of incorporating a giving day into fundraising annual plan.</p> <p>Overall Executive committee was not in favor – specifically around the holidays.</p> <p>Wynona Duvall recommended “Change a life” piggybanks with a thermometer could be placed across campus.</p> <p>June Yamamoto asked how we get into the “roundup” to next whole dollar at local businesses or cash out function through San Manuel.</p>	<p>about Dueling Pianos.</p> <p>David is the president of car show club. He will look into adding Crafton as host site.</p> <p>\$30 entry fee – 120 cars = \$3,600 revenue.</p> <p>Barbi to look into rubber duck race.</p> <p>June to ask friend about trauma book event.</p> <p>June to look into San Manuel.</p>
<p>Reports</p>	<p>A. Crafton Hills College – Kevin</p> <p>7.9% increase in enrollment from Summer 2023 to Summer 2024; CHC moving to compressed calendar in Fall 2025. Classes will be 16 weeks instead of 17.5 weeks.</p> <p>B. Finance – Mike Strong</p> <p>Will be meeting with Edie & Payne as new auditor later in July; appreciation expressed to Ray Ashworth for his service for the last 8 years;</p>	

	<p>Trust account almost \$5.8M; ML 6mo CD matured and rolled into new 6 mo CD at 5.4%; total Foundation investments is \$6.59M.</p> <p>C. Development – Michelle Riggs</p> <p>Signing ceremony with CSUSB. CHC will receive a list of students who apply to CSUSB out of HS but are not accepted. CHC will be able to offer on-sight admission to CSUSB for students.</p> <p>Michelle reviewed upcoming dates for CHC events.</p>	
Upcoming Events	<p>7/19 8 p.m., 7/20 8 p.m., 7/21 2 p.m. – Hamlet</p> <p>8/5 8 a.m. Executive Committee Meeting</p> <p>8/8 10 a.m. - Scholarship Reception.</p> <p>8/9 6 p.m. - Paramedic Graduation.</p> <p>9/5 4 p.m. – Foundation Board Meeting.</p> <p>9/18 5:30 p.m. - Redlands Chamber Mixer.</p>	
Adjourn	Dr. Phong Nguyen adjourned meeting at 9 a.m.	