

## CHC Foundation Executive Committee Meeting Notes

Monday, August 19, 2024 8:00 a.m. CCR-233

<input checked="" type="checkbox"/> Phong Nguyen	<input checked="" type="checkbox"/> Leslie Wessels	<input checked="" type="checkbox"/> Carrie Audet
<input checked="" type="checkbox"/> Amy Minjares	<input checked="" type="checkbox"/> June Yamamoto	<input checked="" type="checkbox"/> Michelle Riggs
<input type="checkbox"/> David Avila	<input checked="" type="checkbox"/> Kevin Horan	<input type="checkbox"/>
<input checked="" type="checkbox"/> Wynona Duvall	<input 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 8:03 a.m.	
Old Business	A. Motion made by June Yamamoto, second by Wynona Duvall to approve executive meeting notes from July 1, 2024. Motion passed unanimously.	
New Business	<p><b>Review Full Board Agenda for September</b></p> <p>A) Set up Zoom/Owl for June to join remotely.            B) Leslie to lead Board in icebreaker activity.            C) Consent agenda to include updated Scholarship Policy as recommended by Scholarship Committee (Endowment Policy is still being revised, pending recommendation from Finance Committee).            D) Committee suggested created an Endowment FAQ page/flyer.            E) Committee suggested looking for ways to support other CTE programs such as Rad Tech. and what the out of pocket expenses are for those students after graduation.            F) Barbi may have a contact to help with connections for Rad Tech support (Dale Brun and Karen Tong).</p> <p><b>Applications for new Foundation Directors, Robert Pettiford and James Cortz.</b>  <i>Motion to recommend two new Board Directors at full Board meeting made by Wynona Duvall, seconded by Barbi Smith; motion passed unanimously.</i></p>	<p>Carrie to have zoom set up for June.</p> <p>Michelle to add applications to Board Agenda.</p> <p>CA to work on Endow. FAQ.</p> <p>Michelle to find out RT OOP expenses and later follow up with Barbi contacts.</p>
Continuing Business	<b>Review Endowment Policy – not reviewed, will bring back after Finance Committee recommendation.</b>	
Reports	<b>Crafton Hills College – Kevin</b>	

	<p>A. STEM Open House reminder</p> <p>B. Enrollments are fantastic, currently 25 FTES above target and late start classes will increase that number.</p> <p>C. Roadrunner Rally had a great turnout – quickly moved event indoors due to heat. *Committee suggested walking tours should still be offered for those who want to attend.</p> <p><b>Finance</b> – Michelle Riggs for Mike Strong</p> <p>A. Budget and Expense Summary Shared with 6/30/24 actuals</p> <p>B. Balance Sheet and P&amp;L Statements shared: 23-24 Revenue: \$3,292,491 23-24 Expenses: \$1,650,490 23-24 Net Op. Income: \$1,642,001 Total Assets: \$7,778,940</p> <p>C. Investment Update *Merrill Lynch – 7/31/24 Portfolio Value: \$5.9million 6.40% annualized gain since 2013 inception *Community Foundation value as of 6/30/24 - \$154,659 (invest. = \$100k) *Short-Term Investments: current earnings are 10,184 with more earnings to be realized at maturity dates (11/5/24, 11/8/24, 8/8/25, 2/8/26)</p> <p><b>Development</b> – Michelle Riggs</p> <p>A. Alumnus Patti Cotton would like to offer a lecture/presentation for PC/Legacy/Retirees; we could offer a book signing (PC would provide books), we would want sponsors, etc. *Date/Time available would be 3/18/25 at 4pm.</p> <p>B. Other potential fundraiser options: *Yaamava’ to change their donation options soon (per June). This is something we need to be aware of. *Dr. Carola Hauer has written a book, “Against All Odds, focus of presentation would be both EMS and general mental health.</p>	
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Upcoming Events	<b>10/7/24 – Executive Committee Meeting</b> No meeting in Sept., due to Full Board Meeting	
Adjourn	Dr. Phong Nguyen adjourned meeting at 9:03 a.m.	