

Crafton Hills College Foundation Board of Directors

Regular Meeting Minutes

March 20, 2014

Directors Present: David Raley, Cheryl Marshall, Gloria Macías Harrison, Gordon Clopine, Donna Ferracone, Sam Irwin, William Lindsey, William Nassar, Tommi Ng, Betty Jo Wood

Absent: Don Nydam, Mike Strong, Denise Allen, Joanna Averett, Cheryl Cox, James Ramos, Robert Temple, Lillian Vasquez, Michelle Tinoco

Staff Present: Karen Childers, Michelle Riggs, Donna Hoffmann, Nicole Rodriguez

1. **Call to Order and Opening Comments** – President David Raley called the meeting to order at 3:05 p.m. and self-introductions were made.

Resignation of Lynn Bogh Baldi: Bill Nassar moved to accept; Sam Irwin seconded and was approved unanimously

Congratulations to Don Nydam: Don was recently married and a card was passed around for signatures.

2. **College Happenings – Cheryl Marshall**

Cheryl distributed a report of total gifts to the college. Total gifts are approximately \$57,000 since November 20th. A budget handout was also distributed. It was noted that Patricia Tafoya-Bryson name misspelled – please fix for annual report.

3. **Approval of Minutes of December 5, 2013 – All**

Donna Ferracone moved to approve the minutes of December 5, 2013, as presented; the motion was seconded by Bill Nassar and passed unanimously.

4. **Strategic Direction – Cheryl Marshall**

Cheryl gave “CHC Strategic Directions” presentation. Copies were distributed to the Board to help them share the “Crafton story”.

5. Resource Development – Karen Childers

Annual Report: Karen reviewed the “ORDG Strategic Directions” chart and offered copies of the new Annual Reports. We have been working on satisfying goals we set up last June (ORDG chart). Karen pointed out some of the achievements:

We have a new chart of accounts, which has made things easier.

We now have a Board approved Investment Policy and are rolling over CDs. The net gain since last March is up and the idea is that hopefully we’ll end up making more money than with the CD strategy. The Board has laid a good structure with policies.

Donor column - Michelle put together a Donor-Scholarship Reception which was wonderful. We received contributions and got donors together with recipients. The Gala will increase money also. Book loans have been given out and some loan payments collected. We have given out over \$6,000 in textbook loans just this year.

Arabic Studies - we have received \$27,000 in endowment.

Gala:

The Gala is next weekend, March 29. We have \$44,000 in pledged sponsorships, pledges and donations. Karen requested that the Board member please donate gift cards and baskets for the opportunity drawing.

Alumni:

Michelle distributed an alumni update. She has been working with a new group of alumni and on infrastructure and a communication plan. The first email will go out in April for the “High Five” campaign asking alumni for \$5. We will begin the campaign at the Gala. We’ll also ask them to buy bricks for the new Crafton Center.

Give BIG campaign: The Foundation will be recognized as an official sponsor since we hosted the training event for the last two Fridays. The campaign is an

effort to bring awareness to non-profits in the Inland Empire. It is a 24-hour online campaign on May 8, asking for a minimum \$10 donation. We'll ask students and parents to get the word out. At the conclusion of the event we'll receive a list of all donors to CHC. Michelle requested the Board to please share the Give BIG information with friends and family on social media once you receive it from her.

Aquatic Celebration: Scheduled for July 11 and 12 and we've invited Olympic athletes that used the pool for the Olympic trials. Two Olympians will be here on Saturday, July 11, swimming with kids. We are writing proposals for naming opportunities and we have a brochure as well. You will see that information coming out in the next couple of weeks; please pass on the information and contact Michelle if you know anyone interested.

Donor-Scholarship Reception: This event will be held in the fall so that scholarship donors can get to know the students they are helping.

Scholarship Donor Appreciation Mixer: This is a new event that will take place before Scholars Convocation from 5-6 p.m. It is a "thank you" to all donors and a chance to get everyone together and we'd love for the Board members to come.

We have talked to some people about having a retiree reunion, which we could tie in with legacy gifts or planned giving. We are proposing a legacy wall for that and have identified five people who've left \$10,000 or more from their estate to us. We are setting a date and we'll forward more information in the future.

A checklist was distributed of ways Board members can help and contribute – please let us know what tasks you are most interested in doing and return to us so that we can get you plugged-in.

"Fund-an-item" for gala:

Adopt a Left Lane Student

President's Circle

Competitions and Conferences for Students

Arabic Studies

PE Equipment
Emergency Textbook Loans
Tablets for eBooks

Campus Tours: Our next tour is scheduled for March 31 at 10:30 a.m. Please contact Michelle with names of people you think would be interested or invite someone.

6. Financial Report – Karen Childers (Mike Strong absent)

The Board packet included a budget which was a quarterly update. The first column that says “Equity” is the balance as of March 7, 2014. The second column that says, “Budget” is the amount you set last September for us to spend or receive. “YTD Actual” is how much we spent or received up to March 17, 2014. “YTD Budget Remaining” is the Budget minus YTD actuals. Overall, the top half of the sheet is income/contributions, and the bottom half is expenses. We’re in a good place as far as donations received –more than half of what we budgeted - and we haven’t had the Gala yet. We are optimistic about receiving the contributions that we budgeted.

It looks as though we’ve spent almost all of our expenses budgeted and only have \$14,000 left for the rest of the fiscal year. It’s a little misleading because it counts the Krasovec money, which we will take out. We could slow down a little on spending but we’re still okay.

7. Consideration to Revise By-laws

The Board was asked to consider amending the By-laws to add the Crafton Hills College Student Senate President as a voting director. Gordon Clopine moved to accept the amendment; Betty Jo Wood seconded and was approved unanimously as Amendment #4 under section 4.2.

8. Other

In June we elect new officers, so please think about taking on a role and if you are interested please let Karen know. Don would like someone to take VP- David offered to stay on as President and hopefully the new VP will become President next year.

An email was sent about Foundation Board Training on April 18th 10 a.m. - 1 p.m. If you can make it, please respond to Stacey Nikac. Gloria encouraged people to come – it should be a good training. It will be a different and positive perspective about foundations of community college systems.

The meeting was adjourned at 4: 30 p.m.

The next meeting will be: Thursday, June 19, 2014, at 3:00 p.m. in the Learning Resource Center, Room 226.