

JUNE 28, 2017

RANCHO CUCAMONGA COMMUNITY & ARTS FOUNDATION
BOARD OF DIRECTORS MEETING MINUTES

A. 5:13 P.M. – CALL TO ORDER

- A1. The regular meeting of the Rancho Cucamonga Community & Arts Foundation was held on Wednesday, June 28, 2017, in the Tri-Communities Room at City Hall, located at 10500 Civic Center Drive, Rancho Cucamonga, California. The meeting was called to order at 5:13 p.m. by Chair Pachon.

The Pledge of Allegiance was led by Member Pachon.

- A2. Present were Board Members: Chair Paula Pachon, Vice Chair Tina Chen (arrived at 5:16 p.m.), Nick Baker, Linda Bryan, Jim Harrington, Rosemarie Brown (arrived at 5:16 p.m.), and Mark Rivera. Absent: Fatima Corbett; Al Arguello, and Bryan Snyder (leave of absence).

Also present were: Jennifer Hunt Gracia, Community Services Director; Elisa Cox, Deputy City Manager; Christen Mitchell, Management Analyst II; Susan Sluka-Kelly, Cultural Arts Manager; Catherine Allen, Account Technician; Valerie Smith, Administrative Secretary; and Nicole Dalton, Office Specialist II.

B. ANNOUNCEMENTS/PRESENTATIONS

- B1. Presentation of 2017 Scholarship Awards.

On behalf of the Community & Arts Foundation, Vice Chair Chen presented Student Scholarship Award checks to Rachel Callejas, Vanessa Colt, Daniel Acosta, Audry Napoli, Kaitlyn Polina, Alexis Ramirez, and Freda Valazques. Scholarship Award Recipients expressed their appreciation to the Board and shared short stories highlighting their individual talents and future aspirations.

- B2. Lewis Family Playhouse Season Announcement.

Cultural Arts Manager, Susan Sluka-Kelly, shared a promotional video for the 2017/2018 Season. She informed the Foundation that tickets will go on sale on Thursday, July 6, 2017. She also announced that the new app for the Lewis Family Playhouse has launched.

Chair Pachon took the opportunity to ask new staff to introduce themselves. Community Services Director, Jennifer Hunt Gracia, shared her position with the city and that she was a former The City of Rancho Cucamonga Employee before she went to the City of Fontana for about 10 years and is excited to be back with the City of Rancho Cucamonga. Christen Mitchell, Management Analyst II, introduced herself and shared that she moved laterally in the City of Rancho Cucamonga to take over the position of Karen Silhanek who recently retired. Office Specialist II, Nicole Dalton, introduced herself and shared a few of her responsibilities in the new position. Finally, the Deputy City Manager, Elisa Cox, shared she

JUNE 28, 2017

RANCHO CUCAMONGA COMMUNITY & ARTS FOUNDATION
BOARD OF DIRECTORS MEETING MINUTES

has been with the City of Rancho Cucamonga since August of 2016 and has a background in Community Services and Park and Recreation. No further discussion was held.

C. COMMUNICATIONS FROM THE PUBLIC

- C1. None.

D. CONSENT CALENDAR

- D1. Approval of the Minutes of the Regular Community & Arts Foundation Meeting held April 26, 2017.
- D2. Receive and file Treasurer's Reconciliation Summary Reports for the LAIF and PAL Accounts for Fiscal Year-End 16/17 and January - March 2017.

MOTION: Moved by Board Member Rivera, seconded by Board Member Brown, to approve the Consent Calendar, as presented. Motion carried: 7-0-3 (Absent Corbett, Arguello, and Snyder).

E. FOUNDATION BUSINESS

- E1. Election Of Officers

Chair Pachon shared with the members that, elected board members can only be elected for two consecutive years and then a new executive member will need to be elected.

Board Member Bryan nominated Chair Pachon for a second term as Chair. Board Member Brown second the nomination. All members present were in favor 7-0-3 (Absent Corbett, Arguello, and Snyder).

Board Member Rivera nominated Vice Chair Chen for a second term. Board Member Brown second the nomination. All members present were in favor. 7-0-3 (Absent Corbett, Arguello, and Snyder).

Interim Secretary/Treasurer Harrington nominated Board Member Rivera as Secretary/Treasurer. The nomination was second by Board Member Brown. All members present were in favor. 7-0-3 (Absent Corbett, Arguello, and Snyder).

- E2. Foundation Taxes and Financial Review

Member Rivera opened up the discussion asking if the Foundation should acknowledge each individual donation that the Foundation receives in the taxes. Member Rivera and Member Brown discussed what the foundation is and is not required to report to the IRS. Member

JUNE 28, 2017

RANCHO CUCAMONGA COMMUNITY & ARTS FOUNDATION
BOARD OF DIRECTORS MEETING MINUTES

Rivera suggested that the 1023 form be requested from the IRS. No further discussion was held.

E3. Budget Adoption

The Board moved to adopt the budget presented.

MOTION: Moved by Secretary/Treasurer Rivera, seconded by Board Member Baker, to adopt the budget. Motion carried: 7-0-3 (Absent Corbett, Arguello, and Snyder).

E4. Discussion to change frequency of Meetings

Board Members expressed their desire to hold meetings frequently to maintain open communication on the status of Foundation business. It was recommended that the Foundation hold six meetings a year instead of four. Staff will determine a tentative schedule and present to the Executive Committee for comment. The schedule would then be brought to the full board for approval. No further discussion was held.

MOTION: Moved by Board Member Rivera, seconded by Board Member Bryan, to approve the increase in frequency of foundation meetings from four to six a year. Motion carried: 7-0-3 (Absent Corbett, Arguello, and Snyder).

E5. 2017/18 Lewis Family Playhouse Season and Foundation Sponsored Programs

Cultural Arts Manager Sluka-Kelly provided an update on the upcoming shows at the theater that are sponsored by the Foundation. No further discussion was held.

E6. Foundation Impact to the Arts through 2016/17 Foundation Sponsored Programs and Giving

Cultural Arts Manager, Susan Sluka-Kelly, shared the impact the Foundation has made on the local art community through the efforts made by Foundation and its members. This year the Community and Arts Foundation has enriched 45,491 lives. No further discussion was held.

E7. Tour De Fork Update – June 29, 2017

An update on Tour De Fork was provided that all tickets were sold. No further discussion was held.

E8. Art in Public Places Program

Deputy City Manager, Elisa Cox, shared with the members the outline of the Art in Public Places campaign. The committee will be led by the planning department. This program will not be requiring to put art in public places where there is already established buildings/communities. The only places that will be required to participate in this program is

JUNE 28, 2017

RANCHO CUCAMONGA COMMUNITY & ARTS FOUNDATION

BOARD OF DIRECTORS MEETING MINUTES

new structures and major renovations. One Foundation member will be part of the committee. The appointment of the board member will occur during the next regular meeting. No further discussion was held.

F. COMMITTEE REPORTS

F1. Monte Carlo Night

Vice Chair Chen provided an update on Monte Carlo. No further discussion was held.

F2. Golf Tournament

Secretary/Treasurer Rivera informed the Board that this year's annual golf tournament is scheduled for October 23, 2017. Sponsorships for this event have already been set. The committee is still looking for raffle items to be donated. No further discussion was held.

G. IDENTIFICATION OF ITEMS FOR NEXT MEETING

G1. The following items were identified for the next regular meeting: Meeting schedule, Art in Public Places Committee appointment, Affiliates/IRS follow-up, Board Member Baker's concert update.

H. ADJOURNMENT

MOTION: Moved by Board Member Bryan, seconded by Board Member Baker, to adjourn the Regular Community & Arts Foundation Meeting. Motion carried: 7-0-3 (Absent Corbett, Arguello, and Snyder).

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Valerie Smith
Community & Arts Foundation Secretary
City of Rancho Cucamonga

Approved: September 27, 2017