

SEPTEMBER 27, 2017

**RANCHO CUCAMONGA COMMUNITY & ARTS FOUNDATION**  
**BOARD OF DIRECTORS MEETING MINUTES**

**A. 5:20 P.M. – CALL TO ORDER**

The regular meeting of the Rancho Cucamonga Community & Arts Foundation was held on Wednesday, September 27, 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 5:20 p.m. by Chair Pachon.

The Pledge of Allegiance was led by Member Pachon.

Present were Board Members: Chair Paula Pachon, Vice Chair Tina Chen (arrived at 5:32 p.m.), Secretary/Treasurer Mark Rivera (arrived at 5:23 p.m.) Linda Bryan, Al Arguello, and Rosemarie Brown. Absent: Fatima Corbett, Jim Harrington, Nick Baker, and Bryan Snyder (leave of absence).

Also present were: Christen Mitchell, Management Analyst II; Susan Sluka-Kelly, Cultural Arts Manager; Catherine Allen, Account Technician; Valerie Smith, Administrative Secretary.

Items on the agenda were taken out of order to accommodate discussion without taking action until a quorum was confirmed.

**COMMUNICATIONS FROM THE PUBLIC**

Doug Morris invited the Board to the annual Love of Wine event. The fundraiser helps pay for children to attend the theater. The event is scheduled two days prior to the Foundation's Golf Tournament.

**ANNOUNCEMENTS/PRESENTATIONS**

Secretary/Treasurer Rivera arrived at 5:23 p.m.

Quakes Night and Donation

Cultural Arts Manager Sluka-Kelly provided an update on the success of Quakes Night. The fundraiser raised \$1,550. The board members appreciated the donations by the various individuals and the Quakes organization.

Bank of America grant.

The \$10,000 will be used to bring people to the theater that many not otherwise attend. A survey will be provided to individuals that attend the theater to gather data on how to best bring new audiences to the Playhouse. The grant focuses on economic

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development and will help to garner support for the arts. The Foundation thanked board member Arguello for his support.

Update of Associated Artists of the Inland Empire Art Showcase.

Board member Bryan informed the Foundation that the Showcase was a great event. The winner of the Foundation check was an art piece created with colored pencil. The winner sent a thank you to the Foundation that was shared with all of the members.

Vice Chair Chen arrived at 5:32 p.m.

#### FOUNDATION BUSINESS

Discussion of Donor Recognition Event on January 6, 2018.

Chair Pachon outlined the various donors that have consistently donated to the Foundation. She suggested that the Foundation recognize Peter Bryan for all of his contributions to the community. The board members discussed the list of donors that was provided by Manager Sluka-Kelly and decided to recognize Peter Bryan for the individual category and National Community Renaissance for the agency category. A committee will be formed to assist in putting the event together. Vice Chair Chen stated she and Board Member Corbett would be part of the committee. No further discussion was held.

#### CONSENT CALENDAR

Approval of the Minutes of the Regular Community & Arts Foundation Meeting held June 28, 2017.

Receive and file Fiscal Year End 16/17 Budget and Treasurer's Reconciliation Summary Reports for the LAIF and PAL Accounts for Fiscal Year-End 17/18 and June – August 2017.

Management Analyst Mitchell provided additional information on the budget reports regarding pledges. She also stated that an increase was made under financial compliance to work with LSL on the taxes. She stated that a memo line was added in the report to provide additional information.

**MOTION:** Moved by Board Member Bryan, seconded by Board Member Arguello, to approve the Consent Calendar, as presented. Motion carried: 6-0-4 (Absent Corbett, Harrington, Baker, and Snyder).

#### FOUNDATION BUSINESS CONTINUED

Consideration to approve 17/18 meeting schedule.

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Cultural Services Manager Sluka-Kelly presented the revised schedule to the full board for approval. The board members reviewed the schedule and agreed to the proposed changes. No further discussion was held.

**MOTION:** Moved by Board Member Arguello, seconded by Board Member Brown, to approve the 17/18 meeting schedule. Motion carried: 6-0-4 (Absent Corbett, Harrington, Baker, and Snyder).

Consideration to appoint a board member to the Art in Public Places Committee.

Cultural Services Manager Sluka-Kelly informed the board that the committee would meet on a quarterly basis and review any projects that come in where developers either submit an art piece or provide the funds for an art piece. Board member Bryan volunteered to serve as the committee member representing the Foundation. No further discussion was held.

Verbal status update on LSL quote for preparation of Foundation taxes.

Analyst Mitchell provided a verbal update on the status of the LSL quote to prepare the Foundation's taxes. Board member Brown recommended that the draft of the taxes be brought to the November meeting so she can review it with the full board. No further discussion was held.

Discussion to determine 17/18 committees.

The board members discussed the High School Program/Scholarship Committee as well as the Foundation Program Report committee and the Donor Recognition Committee. The following members agreed to be part of the High School Program/Scholarship Committee: Rosemarie Brown, Tina Chen, and Al Arguello. The Foundation Program Report committee will include Paula Pachon, Linda Bryan, and Rosemarie Brown. The Donor Recognition committee will include Tina Chen and Fatima Corbett. No further discussion was held.

Board Member Arguello left at 6:17 p.m.

Update on schools attending Lewis Family Playhouse shows.

Coordinator Gorka presented data to the Foundation on the schools that are receiving funds from the School Program revenue to help pay for transporting students to the Playhouse. Rancho Cucamonga, Fontana, and Victorville schools bring the most students to the theater. The tickets to the shows are paid for by parents, Parent Teacher Associations, or other school fundraisers. Students are encouraged to return by getting a voucher for another show. The board members were encouraged to attend a school show to witness the joy that kids experience while watching a show. No further discussion was held.

### COMMITTEE REPORTS

Golf Tournament Committee

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Secretary/Treasurer provided an update on the golf tournament. He stated that the event is in need of auction items. He informed the board that dinner tickets will be available. The committee is in need of an additional sponsor. No further discussion was held.

#### **ADDITIONAL ANNOUNCEMENT**

Park and Recreation Commissioner Victoria Jones offered an update on the Central Park Master Plan workshops that were held. She encouraged the Foundation to become involved in the planning process of the Master Plan by offering input on the amenities they would like to see at Central Park.

#### **IDENTIFICATION OF ITEMS FOR NEXT MEETING**

The following items were identified for the next regular meeting: Discussion on changing from cash to accrual and review of taxes.

#### **ADJOURNMENT**

The meeting adjourned at 6:42 p.m.

Respectfully submitted,

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Valerie Smith  
Community & Arts Foundation Secretary  
City of Rancho Cucamonga

**Approved: November 29, 2017**