



EASTVALE COMMUNITY FOUNDATION REGULAR MEETING AGENDA

**Eastvale City Hall
12363 Limonite Ave, Suite 910, Eastvale, CA 91752
Monday, February 22, 2016, at 6:00 P.M.**

1. CALL TO ORDER

2. ROLL CALL/PLEDGE OF ALLEGIANCE

Board Members: Gregory Coker, Dawn Hook, Carolyn Corrao, Sharyn Link, Jenniffer Rodriguez, Jonathan Shardlow, Alexandria Marrs, and Ric Welch

3. PRESENTATIONS - None

4. PUBLIC COMMENT

This is the time when any member of the public may bring a matter to the attention of the Eastvale Community Foundation that is within the jurisdiction of the Board. The Ralph M. Brown act limits the Board Member's ability to respond to comments on non-agendized matters at the time such comments are made. Thus, your comments may be agendized for a future meeting. The Board Members may discuss or ask questions for clarification, if desired, at this time. Public comment is limited to two (2) minutes each with a maximum of six (6) minutes.

5. ADDITIONS/DELETIONS TO AGENDA

6. CONSENT CALENDAR

6.1 Minutes

RECOMMENDATION: Approve the minutes from the January 25, 2015 regular meeting.

7. BUSINESS ITEMS

7.1 Military Banner Update

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.2 Christmas Sparks of Love

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.3 Annual Sponsorship Campaign

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.4 State of the City

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.5 Fall Festival Parade

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.6 Finance Report

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.7 CDGB Update

RECOMMENDATION: Receive verbal update from Executive Director Link.

8. BOARD MEMBER COMMUNICATIONS

9. ADJOURNMENT

The next regular meeting of the Eastvale Community Foundation will be held on March 21, 2016 at 6:00 p.m. at Eastvale City Hall, 12363 Limonite Avenue, Suite 910, Eastvale, CA 91752

I, Marc Donohue, City Clerk or my designee, hereby certify that a true and correct, accurate copy of the foregoing agenda was posted seventy-two (72) hours prior to the meeting, per Government Code 54954.2, at the following locations: City Hall, 12363 Limonite Ave. Suite 910; Rosa Parks Elementary School, 13830 Whispering Hills Drive; Eastvale Library, 7447 Scholar Way; and on the City's website (www.eastvaleca.gov)

MINUTES
SPECIAL MEETING OF THE EASTVALE
COMMUNITY FOUNDATION BOARD

Monday, January 25, 2016

6:00 P.M.

Rosa Parks Elementary School, 13830 Whispering Hills Drive

1. CALL TO ORDER: 6:08 p.m.

2. ROLL CALL:

Board Members present: Board Members Coker, Corrao, Shardlow, Welch (represented by Rafael Gonzales), and Executive Director Link.

Board Members absent: Board Members Hook, Rodriguez, and Marrs.

Isabel Cruz, representing Board Member Rodriguez and Assistant Executive Director Hook arrived at 6:11 p.m.

Staff Members present: Recording Secretary Wuence.

The Pledge of Allegiance was presented by Board Member Coker.

3. PRESENTATIONS/ANNOUNCEMENTS:

There were no Presentations or Announcements.

4. PUBLIC COMMENT/CITIZEN PARTICIPATION:

There was no Public Comment.

5. ADDITIONS/DELETIONS TO AGENDA:

There were no Additions/Deletions to the agenda.

6. CONSENT CALENDAR:

6.1. Minutes – November 16, 2015 Regular Meeting.

Recommendation: Approve the minutes from the November 16, 2015 Regular Meeting.

Motion: Moved by Corrao, seconded by Coker to approve the Minutes from the November 16, 2015 Regular Meeting.

Motion carried 5-0 with Hook, Rodriguez, and Marrs absent.

7. BUSINESS ITEMS:

The Board changed the order of the agenda and addressed Item 7.2 at this time.

7.2 Proposed Amended By-Laws

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link reviewed the proposed Amendments to the By-Laws. She stated that one change reads: “Any Director missing 3 activities, meetings, and/or events in any 6 month period without Board approval shall forfeit their position on the Board.” There was discussion regarding the change.

Isabel Cruz, representative of Board Member Rodriguez and Assistant Executive Director Hook arrived at 6:11 p.m.

There was discussion regarding the need to change the maximum number of Board Members to eight.

Motion: Moved by Corrao, seconded by Shardlow to approve the Amendments to the Bylaws as follows: Section 4, A indicating a maximum of 8 and a minimum of 5 members on the Board. Section 4, C-4 indicating a maximum of 3 absences in 6 months by Board Members.

Motion carried 7-0 with Marrs absent.

7.3 Strategic Plan 2016-2018

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link requested all Board Members sign the updated Strategic Plan for 2016-2018.

7.4 Annual Sponsorship Campaign

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link reviewed the different levels of sponsorship and noted that the “Elite” level had been removed. She noted that a quote for the updated brochures would be obtained.

7.5 State of the City

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link noted that the State of the City would be held on Tuesday, April 5, 2016. She reviewed the proposed location, program, and presentations for the event.

She noted that banners would go up once a start time was decided upon with the City. There was discussion regarding possible interviews of Council Members and presentations by City Staff.

She requested any catering and other vendor contacts or suggestions be forwarded to her or Assistant Executive Director Hook.

It was noted that an action item would need to be added to the JCSD agenda regarding a possible fee waiver for use of the facility and approval of any advertising banners at the parks.

7.6 **Fall Festival Parade**

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link noted that the Foundation could organize a parade for the 2016 fall festival at Harada Park. There was a consensus to proceed with plans for a parade.

There was discussion regarding the costs for street closures and the possible need for City Council approval, as the parade would be held on City streets.

7.7 **Finance Report**

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link noted that the Foundation was about to begin its fundraising season and distributed the 2016 Foundation calendar to board members. She noted that the February meeting would be held on the last Monday of the month; due to the President's Day holiday.

7.8 **CDBG Update**

Recommendation: Receive verbal update from Executive Director Link.

Board Member Shardlow discussed the documents needed by the CDBG County coordinator. There was discussion regarding the change in documents required each year by the County. There was further discussion regarding the possibility of using the funds for bigger projects in the city, such as a future library or community garden.

At this time the Board returned to address Item 7.1

7.1 **Military Banner Update**

Recommendation: Receive verbal update from Executive Director Link.

Assistant Executive Director Hook noted the difficulty she has encountered when coordinating banner replacements with Dekra-Lite. There was discussion regarding possibly changing companies for installation.

8. BOARD MEMBER COMMUNICATIONS:

Rafael Gonzalez noted that JCSD, CNUSD, and the City would be hosting a meeting on January 28 to encourage collaboration in scheduling events between Eastvale organizations for 2016. He noted that Picnic in the Park would be held on June 24-26th. He noted that JCSD looks forward to another Beer Garden hosted by the Foundation.

There was discussion regarding the possibility of hosting beer and wine craft fair with several local vendors. Board Member Corrao would do some research on it and report back to the Board.

Board Member Coker noted that he would like to meet with Assistant Executive Director Hook and the Dekra-Lite representative. He noted that he has classes on Mondays.

Isabel Cruz noted that Board Member Rodriguez would return to Foundation meetings in the spring. She would continue to send a representative in her place until then as she is in school.

Board Member Corrao noted that Julie Reyes, former Foundation Board Member, had re-joined Waste Management.

Recording Secretary Wuence administered the Oath of Office to Assistant Executive Director Hook.

9. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:00 p.m.

*Submitted by Margo Wuence, Recording Secretary
Reviewed and edited by Marc Donohue, City Clerk*