



## **EASTVALE COMMUNITY FOUNDATION REGULAR MEETING AGENDA**

**Eastvale City Hall  
12363 Limonite Ave, Suite 910, Eastvale, CA 91752  
Monday, March 28, 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 February 22, 2016 regular meeting.

**7. BUSINESS ITEMS**

7.1 Military Banner Update

RECOMMENDATION: Receive verbal update from Assistant Executive Director Hook.

7.2 State of the City

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.3 Finance Report

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.4 CDGB Update

RECOMMENDATION: Receive verbal update from Board Member Shardlow.

7.5 Bank Card Signature

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.6 Alexandria Marrs Board Status – Discuss whether to extend leave or remove from Board

RECOMMENDATION: Receive verbal update from Executive Director Link.

7.7 Appointment of an Executive Director

RECOMMENDATION: Appoint an Executive Director to the Eastvale Community Foundation.

7.8 Appointment of an Assistant Executive Director

RECOMMENDATION: Appoint an Assistant Executive Director to the Eastvale Community Foundation.

**8. BOARD MEMBER COMMUNICATIONS**

**9. ADJOURNMENT**

The next regular meeting of the Eastvale Community Foundation will be held on April 18, 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](http://www.eastvaleca.gov))

**MINUTES**  
**SPECIAL MEETING OF THE EASTVALE**  
**COMMUNITY FOUNDATION BOARD**

**Monday, February 22, 2016**

**6:00 P.M.**

**Eastvale City Hall, 12363 Limonite Avenue, Suite 910**

**1. CALL TO ORDER:** 6:04 p.m.

**2. ROLL CALL:**

Board Members present: Board Members Corrao, Shardlow, Welch (represented by Rafael Gonzalez), Rodriguez (represented by Will Martinez), Assistant Executive Director Hook, and Executive Director Link.

Board Members absent: Board Members Coker and Marrs.

Staff Members present: Recording Secretary Wuence.

The Pledge of Allegiance was presented by Assistant Executive Director Hook.

**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 – January 25, 2016 Regular Meeting.**

Recommendation: Approve the minutes from the January 25, 2016 Regular Meeting.

**Motion: Moved by Corrao, seconded by Hook to approve the Minutes from the January 25, 2016 Regular Meeting.**

**Motion carried 6-0 with Coker and Marrs absent.**

**7. BUSINESS ITEMS:**

**7.1 Military Banner Update**

Recommendation: Receive verbal update from Executive Director Link.

Assistant Executive Director Hook noted that she received a new map from Dekra-Lite and will confirm the locations of all banners. She provided an update on installations and repairs of banners and noted that four new banners would be sent to Dekra-Lite. She noted that the total number of banners would be 65.

## 7.2 **Christmas Spark of Love**

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link shared information on the Christmas Carolling/Spark of Love event. The Board discussed the event and a possible date of December 17, 2016. Possible locations for the event were discussed. It was noted that there was no cost to the Foundation to participate in the event and Spark of Love would promote the event. There was discussion regarding possibly tying the event to the JCSD Winter Wonderland taking place on December 3.

**Motion: Moved by Corrao, seconded by Hook to participate in the Spark of Love Toy Drive Christmas Carol event.**

**Motion carried 6-0 with Coker and Marrs absent.**

## 7.3 **Annual Sponsorship Campaign**

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link noted that the annual sponsorship would not be offered for 2016. It was noted that the annual sponsorship should be planned well in advance for 2017.

## 7.4 **State of the City**

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link shared a copy of the Sponsorship forms with the Board and noted that she would mail them on Tuesday, February 23. There was discussion regarding the size of banners and possible locations for posting them. The banners should be up the first week of March.

Executive Director Link noted that she is working on caterers and met with the Chamber of Commerce. She discussed the entertainment and refreshments for the cocktail hour and logistics for the event.

She noted that table settings and decorations would need to be set up for the event.

She noted that invitations would be sent out to the dignitaries and honored guests.

Rafael Gonzalez noted that the Foundation should send a formal letter requesting a fee waiver for use the Community Center facilities. He would then add it as an agenda item for discussion by the JCSD Commission or Board.

**7.5 Fall Festival Parade**

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link noted that there were no items to discuss at this time but the Foundation would coordinate with JCSD on the event as the October date approaches.

Rafael Gonzalez noted that costs and efforts for the event should be discussed with the City and Police Department.

**7.6 Finance Report**

Recommendation: Receive verbal update from Executive Director Link.

Executive Director Link passed out and provided an update on finances through January. She noted that all taxes have been paid and are up to date.

It was noted that the next agenda should include an item to approve updated check signers.

**7.7 CDBG Update**

Recommendation: Receive verbal update from Executive Director Link.

Board Member Shardlow would follow up with City Engineer Indrawan regarding approval status of the CDBG funds.

**8. BOARD MEMBER COMMUNICATIONS:**

Executive Director Link noted that the next agenda should include a discussion on status of Board Member Marris' leave of absence.

**9. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 6:34 p.m.

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