PCF
Placentia Community Foundation

401 E. Chapman Avenue
Placentia, CA 92870
(714) 993-8232

Mission Statement:
The Placentia Community Foundation solicits, receives, invests and makes grants of funds, property and other resources to provide direct charitable services to aid, sponsor, promote, advance and assist worthy activities, programs and services in the City of Placentia to further cultural, educational, and recreational events and causes.

AGENDA
Regular Meeting of
The Placentia Community Foundation
October 24, 2018 – 7:15 A.M.

The Placentia Community Foundation welcomes you to this meeting. We encourage your participation. This agenda contains a brief general description of each item to be considered.

The Placentia Community Foundation encourages free expression of all points of view. Any person who wishes to speak regarding an item on the agenda will address the Board at the time the item is being considered. Upon recognition by the Chair, state your name and address for the record prior to providing your comments. Speakers will be limited to a time period set by the presiding officer. If you wish to speak on an item that is not on the agenda, please do so during the period listed for Public Comment. All supporting information is available for public review in the Foundation offices.

Special Accommodations
In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Placentia Community Foundation at (714) 993-8232. Notification 48 hours prior to the meeting will generally enable the Foundation to make reasonable arrangements to ensure accessibility.
(28 CFR 35.102.35.104 ADA Title II)

ORDER OF BUSINESS

1. Meeting Called to Order

2. Pledge of Allegiance

3. Roll Call: Kathi Baldwin, Brenda Emrick, Jill Buchanan, Kevin A. Larson, Vivian M. Perez, Dayna Rafiqi

4. Review and Approval of Minutes for September 26, 2018.

5. Public Comment.

6. Treasurer's report. Board member Larson to provide the Foundation with a brief treasurer's report.

7. Review and approval of any deposits and approval of any payments.

8. Discussion of the 2018 Heritage Festival beer and wine garden fundraiser.

9. Board member recruitment.

10. Annual report.

11. Board member comments and requests.

12. Staff/Department comments and updates.

13. Agenda Building and Meeting Schedule. Board to review agenda items and schedule upcoming meetings.

14. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next regular meeting on November 28, 2018.

Certification of Posting
I, Veronica Ortiz, Executive Secretary of the Placentia Community Foundation, hereby certify that the Agenda for the October 24, 2018 regular meeting of the Placentia Community Foundation was posted on Thursday, October 18, 2018.

Veronica Ortiz, Community Services Supervisor/Executive Secretary

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MINUTES
Foundation Meeting
September 26, 2018

1. **Meeting Called to Order 7:42 a.m.**

2. **Roll Call:**
   Present: Vivian Perez, Kevin A. Larson
   Absent: Brenda Emrick
   Call in: Jill Buchanan
   City Staff: Joanna Contreras, Community Services Office Assistant; Veronica Ortiz, Community Services Supervisor; Sandra Gonzalez, Director of Community Services
   Leave of Absence: Kathi Baldwin, Dayna Rafiqi
   Guests: Mayor Pro Tem Rhonda Shader

3. **Consideration to approve the February 28th, March 20th, and April 25th meeting minutes.**
   Supervisor Ortiz noted that there is a large packet to approve due to lack of quorum. Chairperson Perez asked for a blanket approval for all three months. Board member Larson **MOTIONED** to approve all three months of minutes. Board member Buchanan **SECONDED** the motion. The motion was approved.

4. **Public Comment.**
   None.

5. **Treasurer's report. Board member Larson to provide the Foundation with a brief treasurer's report.**
   Board member Larson stated there were no big changes to the budget to report. The Foundation still has about $38,000 in the bank. The bulk of the transactions in this report are from the beer and wine garden, but the balance will not reflect the transactions until the August report.
   - **Consideration to amend the 2018 budget due to the addition of the Placentia Police Explorer's Grant Award.**
     Board member Larson, Board member Emrick, and Chairperson Perez had an informal continuation to the July 25th meeting and agreed to approve the $112,000 to both the expense and revenue budget.

6. **Review and approval of any deposits and approval of any payments.**
   Board member Larson noted there were minimal deposits to report that came from the Concerts in the Park beer and wine garden activity. There is one payment that needs to be made to CPA for a total of $770. This expense was already in the budget and there was no need for a separate motion.

7. **Review and discuss the 2018 Concerts in the Park fundraiser.**
   Chairperson Perez said great concept but the profit didn't reflect that. They only made $38.66 after all expenses were paid. Chairperson Perez would like to see more signage for future fundraisers, and more online promotion. Board member Larson suggested more security for future events, and the Foundation board members agreed. One security guard was $18 an hour which cost the Foundation $63 a concert. This expense reflects the reported revenue. The Foundation received positive feedback with The Brewery's services and they never charged the Foundation. The Brewery is open to doing the beer garden for the Heritage Festival. Board member Larson and Chairperson Perez recognized a major problem was the lack of advertising. Board member Larson recalculated the total revenue made from Concerts in the Park and accounted for an extra $56 resulting in $94.66 total profit.

8. **Discussion of 2018 Heritage Festival**
   - **Consideration to participate as the 2018 Heritage Festival Beer and Wine Garden vendor and submit the vendor application.**
     Chairperson Perez is requesting a commitment from the Foundation to participate in the Heritage Festival and host the beer and wine garden. There is a commitment fee of $500, and a security guard has been secured if the Foundation wants to move forward. Chairperson Perez will reach out to college groups to look for volunteers to help run the garden. The Foundation is likely to move forward with their participation in the Heritage Festival.

9. **Discussion of 2018 Community Foundation Grants.**
   Chairperson Perez expressed that while the Foundation usually does a community summit in June/July, this year the Foundation is behind. There are specific grants the Foundation wants to support the City with this year. There are four City events the Foundation wants to help support such as the holiday event, Concerts in the Park, participating in the Heritage Festival, and whatever else comes to the board from the city. Outside of these events, the Foundation will not be doing any other grants this year. Chairperson Perez states the board would be more interested in continuing with specific grants at the end of January, and provide funding in March. The Foundation will discuss this matter in further detail when board member Buchanan and board member Emrick are present. Director Gonzalez agrees that the Foundation should continue with the grant process in January 2019. The Foundation will be analyzing the community summit throughout the rest of the year. Board member Larson discussed a collaborative project that board member Baldwin is working on with five other groups to bring other donors together. The group requested to meet quarterly, the concept is still fairly new and being developed.

10. **Board member comments and requests.**
    None.

11. **Staff/Department comments and updates.**
    Director Gonzalez informed the Foundation that the library would like to provide a presentation about their upcoming renovations. Director Gonzalez invited the library to the September meeting, but they are unable to attend, Supervisor Ortiz suggested the October date and has not heard back yet. This will be a pending item. Director, Sandra Gonzalez

informed the Foundation that she has received a grant from the North Orange County Public Safety Task Force round 2. She applied for a grant that was originally $56,000, but was awarded $35,000 for the Teen Center. The award will be used to add increased security, lighting, and new technology.

12. **Agenda Building and Meeting Schedule. Board to review agenda items and schedule upcoming meetings.**
Director Gonzalez will further discuss what will be purchased with the grant money from the North Orange County Public Safety Task Force. Supervisor Ortiz will schedule a date with the library to present their renovations to the Foundation.

13. **Adjournment at 8:25am. The Placentia Community Foundation Board of Directors Adjourn to their next regular meeting on : October 24, 2018.**