

8. Foundation Strategic Planning event.
9. Community Services Department 2020 events calendar.
10. Board member comments and requests.
 - Chairperson comments and announcement of new Chairpersons
11. Staff/Department comments and updates.
12. Agenda Building and Meeting Schedule. Board to review agenda items and schedule upcoming meetings.
13. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next regular meeting on March 23, 2020.

Certification of Posting

I, Veronica Ortiz, Executive Secretary of the Placentia Community Foundation, hereby certify that the Agenda for the February 24, 2020 regular meeting of the Placentia Community Foundation was posted on Thursday, February 20, 2020.

Veronica Ortiz, Community Services Supervisor/Executive Secretary



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

MINUTES
Foundation Meeting
January 22, 2020

1. Meeting Called to Order 7:41 a.m.

2. Pledge of Allegiance.

3. Roll Call:

Present: Vivian Perez, Jolene Durbin, Kathi Baldwin, Jill Buchanan, Kevin A. Larson
City Staff: Karen Crocker, Interim Director of Community Services; Veronica Ortiz,
Community Services Supervisor
Guest: Councilmember Craig Green
Absent: None.

4. Review and Approval of Minutes for October 23, 2019.

Board member Buchanan **MOTIONED** to approve the December 3, 2019 minutes. Board member Baldwin **SECONDED** the motion. Motion carried.

5. Public Comment.

Councilmember Green shared a brief update regarding interviews for the Placentia Fire and Life Safety Department. The Board engaged in brief discussion regarding support for the Department in the community. Councilmember Green offered the opportunity to hold meetings with Board members who may have questions regarding the progress of the Fire and Life Safety Department.

6. Treasurer's Report.

Board member Larson provided a brief overview of the Treasurer's Report. Larson mentioned that the Foundation overspent about \$3,100, but operated within the set budget.

7. Review and Approval of Deposits.

Board member Larson provided an overview of deposits for November and December 2019. Larson reported a \$25 expense in November 2019 for the KWBE Spark of Love Toy Drive application. There were also a deposit of \$121 from Nostimo Food Trucks from the Heritage Festival. For the Heritage Festival, the Foundation acted as a fiduciary agent, and will write a check to the City for proceeds made during the event. In December 2019, there were no deposits. Larson reported 5 disbursements for Placentia Community Foundation Grant recipients. There was also a \$500 contribution to the Tree Lighting Event. Lastly, there were 2 reimbursements to Vivian Perez.

Community Services Supervisor Ortiz reported a contribution of \$250 from Manufactured Housing Educational Trust.

Board member Larson shared insurance renewal paperwork and reported the cost to be \$1,224. The Board reviewed a draft of the 2020 budget. Supervisor Ortiz and Board member Perez reviewed the purpose of the North Orange County Task Force grant and noted that the funds would primarily be used to cover staff costs at the Teen Center. There was brief discussion regarding allocating funds in the 2020 budget for marketing and branding, as well as promotional items. The Board members reviewed the budget line items. Board member Baldwin **MOTIONED** to approve the proposed 2020 budget. Board member Buchanan **SECONDED** this motion. Motion carried.

8. Board member and Staff/Department comments and requests.

Board member Perez addressed the Board regarding leadership for the Foundation following her resignation in January. The board members briefly discussed a strategic planning ad hoc committee in March to create a strategic plan for the next five years. Board member Perez briefly reviewed the service and outreach goals of the Placentia Community Foundation.

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

The Board and City staff decided on a new meeting date and time: the fourth Monday of every month at 5:00 p.m.

10. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next regular meeting on February 24, 2020.
