

401 E. Chapman Avenue
Placentia, CA 92870
(714) 986-2338

MINUTES
Foundation Meeting
October 20, 2010 – 6:30 P.M.

Meeting Called to Order by Chair at 6:30 p.m.

Roll Call: Present: Jeremy B. Yamaguchi, Chair
Joseph V. Aguirre
Linda Bartelt
Brenda Emrick
Chad P. Wanke

Absent: Vivian M. Perez, Vice Chair
William E. Heaton Jr.

Others Present: Jon Nicks / Executive Director

Public Comment: None

Approval of Minutes from the October 20, 2010 meeting.

Motion by Linda Bartelt to approve Minutes as amended **Second** by Chad Wanke and **CARRIED by 5-0 VOICE VOTE.**

Discussion of Ralph M. Brown Act Open Meeting Laws as part of Foundation Bylaws.

The Foundation Board Members discussed the possibility of adjusting the Bylaws and removing the section requiring Compliance with Open Meeting Laws specifically the Ralph M. Brown Act. Mr. Nicks shared with the Board a memorandum from the City Attorney that the Brown Act applies to any multimember body that governs a private corporation and receives funds from a local agency and the membership of the governing body includes a member of the legislative body of the local agency. Since the Foundation receives funding and support from the City of Placentia and the Board Directors includes City Council members the City Attorney believes that the Brown Act is required to be a part of the Foundation Bylaws and the Foundation should comply with Open Meeting Laws.

The Foundation members discussed that the Brown Act may restrict the Board's ability to conduct meetings and that since the Foundation is a non-profit entity separate from the City of Placentia that it may not be required to follow the same meeting regulations. The Foundation requested that the City Attorney attend the next Foundation Board of

Directors meeting to provide additional information.

Discussion of Community Events that could receive support from the Foundation.

The Board Members reviewed a list of Community Events that included seasonal events currently provided by the City, City events that are no longer funded, and events organized by other groups that the City previously funded or provided in-kind staff support. Also on the list were the Get Fit 5K and Mayor's Golf Tournament that could be potential fundraising events for the Foundation. Board members commented that there were many Golf Tournaments Fundraisers hosted by other organizations and that they prefer not to compete with them. Linda Bartelt commented that she would like to explore the idea of bringing back the Get Fit 5K as a fundraiser for the Foundation with possibly a Friday night expo the day before the event. The Board requested additional information about each event to further evaluate if the event could be supported by the Foundation such as attendance at each event and when it was last held or funded by the City.

Jeremy Yamaguchi proposed to the rest of the Board Members for the Foundation to explore providing support and being involved with the Heritage Festival because it is the largest City Event. The Heritage Festival could also be used as a fundraising opportunity for the Foundation. Board members discussed this idea and it was proposed that members of the Heritage Festival Committee come to an upcoming Foundation Board of Directors meeting for further discussion.

Overview of future policy development.

Mr. Nicks provided a brief overview of the policies that the Board of Directors have requested the Policy Subcommittee develop including a Gift Acceptance Policy, Policy for Restricted Grants, Development of a Grant Award Letter and Grant Agreement, and amending the Bylaws to allow the City Treasurer to have a designee. Board members discussed that the designee for the City Treasurer could possibly be the City Clerk or a community member that is ratified by the Board of Directors.

Authorize Executive Director to initiate contract for web hosting for foundation website (placentiafoundation.org) for an amount not to exceed \$100 per year.

Mr. Nicks provided the Board three different options for webhosting companies. Jeremy Yamaguchi suggested 1&1 web hosting, since it was less expensive and provided more features.

Motion by Chad Wanke to authorize the Executive Director to initiate a contract for Web Hosting **Second** by Joe Aguirre and **CARRIED by 5-0 VOICE VOTE.**

Discussion about Fundraising Ideas/Opportunities and Proposed Fundraising Workshop.

Brenda Emrick provided a fundraising example from the Santa Ana Police Foundation (SAPF) where it is clearly displayed on their website (HYPERLINK "http://www.sapdf.org/" <http://www.sapdf.org/>) for supporters to donate towards three programs. A donation could go towards direct support of the Santa Ana Police Department, the Business Emergency Response Team (B.E.R.T.), or the Santa Ana

Police Athletic and Activity League. SAPF provides a good example of how they clearly support specific programs and people can designate where their donation goes.

Brenda Emrick also suggested that the Foundation use the SAPF example of hosting B.E.R.T. classes. The B.E.R.T. classes could be conducted with help from the Placentia Police Department and Neighborhood Watch and offered to local businesses for free. The Foundation would then provide a continental breakfast and small presentation at the beginning of the class to network with the participating businesses. The businesses would benefit by receiving free disaster preparedness and emergency response training and the Foundation would establish more businesses contacts. Board Members were receptive to these examples and wanted additional details for the next meeting.

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

The Board decided another meeting was needed to further discuss reviewing community events that could possibly receive support from the foundation, fundraising ideas, further discussion about Brown Act Requirements, and further discussion about supporting community events.

Adjournment. The Placentia Community Foundation Board of Directors Meeting adjourned on Wednesday, October 20 at 8:00 p.m.

Jon Nicks, Executive Director / Recording Secretary

Placentia Community Foundation, Minutes for October 20, 2010

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