



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

MINUTES Foundation Meeting November 16, 2011

1. **Meeting Called to Order** by Chair at 7:00 p.m.
2. **Roll Call:**
 - Present: Vivian M. Perez, Chair
William E. Heaton Jr., Vice Chair
Linda Bartelt
Brenda Emrick
Craig Green
Jeremy B. Yamaguchi
 - Absent: Scott Nelson
 - Others Present: Jon Nicks / Executive Director
3. **Public Comment:** None
4. **Approval of Minutes from the October 26, 2011 meeting.**

MOTION by Craig Green to approve the minutes of October 26, 2011. **SECOND** by Jeremy Yamaguchi with a unanimous **VOICE VOTE** of **6-0-0-1** (Scott Nelson absent).
5. **Continued Discussion about Remote Caller Bingo Program**

Jon Nicks stated that a representative from Bingo Innovations was contacted to schedule a presentation of the Remote Caller Bingo System at the end of November 2011. Craig Green, Jeremy Yamaguchi, and Jon Nicks will attend the presentation and report back to the Board at the next meeting.
6. **Policy Subcommittee**

The Policy Subcommittee provided an overview of the Financial Management Policies and Procedures regarding Gift Acceptance and the Grant Application. The Board discussed and had no changes to the Gift Acceptance Policy, but decided to change Grant Application to have a maximum grant amount of \$5,000 and to add "educational" as one of the needs of the community that the Foundation would support.
7. **Sponsorship / Fundraising Subcommittee.**

William Heaton stated that invitation letters signed by the Mayor have been sent to several prominent community members to invite them to become part of the Blue Ribbon

Committee. Mr. Heaton has already made several phone calls and is scheduleing individual meetings with the potential Blue Ribbon Committee members. Mr. Heaton would like to convene the first meeting of the Blue Ribbon Committee in January 2012.

8. Review of Tri-Fold Design

Board Members reviewed the Final Draft of the Tri-Fold and suggested a few slight revisions. Jon Nicks will have the revisions made and distribute a final draft.

9. Placentia Community Foundation Logo Style Guide Review

Vivian Perez drafted a style guide for use of the Placentia Community Foundation Logo and distributed to the Board. Board Members reviewed the style guide and had no changes.

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

For the next meeting the Foundation Board of Directors will discuss an update from the Sponsorship Committee, an update from the Policy Subcommittee, an update regarding Remote Caller Bingo Program.

11. Adjournment. The Placentia Community Foundation Board of Directors Adjourn to their next regular meeting.

The Placentia Community Foundation Board of Directors adjourns to their next meeting in January 2012 at Placentia City Hall. Meeting adjourned on Wednesday, November 16 at 7:30 p.m.

Jon Nicks, Executive Director / Recording Secretary