



Chaffey College

**CHINO COMMUNITY CENTER
OVERSIGHT COMMITTEE**

Thursday, September 21, 2023

1:00 p.m. - 2:00 p.m.

In Attendance:

City of Chino

Linda Reich, City Manager
Silvia Avalos, Director of Community Services

Chaffey College

Lee McDougal, Governing Board President
Henry Shannon, Superintendent/President

Absent

Marc Lucio, City of Chino Councilmember

Recorder

Eva Ramirez, Executive Assistant,
Chaffey College

Guests

Rita Elias, Event Coordinator
Patrick Cabildo, Executive Director of Business
Services

Meeting Locations:

Chaffey College Chino Campus

Main Instructional Building
Room 102
5897 College Park Avenue
Chino, CA 91710

Chaffey College

Rancho Cucamonga Campus
Information Services Building
Room 101
5885 Haven Avenue
Rancho Cucamonga, CA 91737

Summary Notes

- I. **Welcome and Introductions** – Chair Lee McDougal called the meeting to order at 1:00 p.m.
- II. **Committee Member Virtual Participation Pursuant to AB 2449** – There were no requests by a committee member to join this meeting virtually.
- III. **Public Comments** – None
- IV. **Update from Event Coordinator** – Rita Elias shared the documents, "Chaffey College Chino Community Center Event Schedule" for the months of September 2023 – December 2024, and "Revenue Projection Form" for the months of September 2023 – February 2024.
- V. **Holiday Staff and Vendor Appreciation Dinner** – Ms. Elias presented a proposal to host a holiday staff and vendor appreciation dinner to recognize vendors and staff that assist at the Community Center. On a motion by Henry Shannon, second by Lee McDougal, this item was unanimously approved as presented.
- VI. **Financial Statement Update** – Patrick Cabildo shared the Balance Sheet and Income Statement through June 30, 2023. Total capital ended at \$220,386, and total profit at \$95,431.
- VII. **2023-2024 Adopted Budget** – Patrick Cabildo shared the 2023-2024 Adopted Budget. Moved by Linda Reich, seconded by Lee McDougal, the 2023-2024 Adopted Budget was unanimously approved as presented.

- VIII. **Historical Financial Review as of June 30, 2023** – Patrick Cabildo presented the historical financial review, including figures for the 2022/2023 fiscal year. Aside from years where the Community Center was closed due to COVID-19, total net income has been steadily rising.
- IX. **Comments, Requests, Future Agenda Items** – Dr. Shannon mentioned that a study needs to be conducted to see about making the event coordinator position a permanent position.
- X. **Adjourn** – The meeting was adjourned at 1:13 p.m. The next meeting is scheduled to be held on December 12, 2023.