



**Chaffey College**

**CHINO COMMUNITY CENTER  
OVERSIGHT COMMITTEE**

Tuesday, December 12, 2023  
11:00 a.m. - 12:00 p.m.

In Attendance:

**City of Chino**

Marc Lucio, City of Chino Councilmember  
Linda Reich, City Manager  
Silvia Avalos, Director of Community Services

**Chaffey College**

Henry Shannon, Superintendent/President

**Absent**

Lee McDougal, Governing Board President

**Recorder**

Eva Ramirez, Executive Assistant,  
Chaffey College

**Guests**

Patrick Cabildo, Executive Director of Business  
Services, Chaffey College

Rita Elias, Event Coordinator

Margaret Fernandez, Chino Campus Dean,  
Chaffey College

**Meeting Location:**

**Chaffey College Chino Campus**

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

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**S u m m a r y N o t e s**

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- I. **Welcome and Introductions** – Dr. Henry Shannon called the meeting to order at 11:03 a.m.
  - a) **Chino Campus Dean** – Dr. Margaret Fernandez was introduced as the new dean of the Chino Campus for Chaffey College. Self-introductions took place.
- 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 December 2023 – February 2024, and “Revenue Projection Form” for the months of December 2023 – May 2024. The Center is averaging 7 rentals per month, and an event has already been booked for 2025.
- V. **Bridal Open House** – Ms. Elias presented a proposal to host a bridal open house at the Chaffey College Chino Community Center. On a motion by Linda Reich, second by Marc Lucio, this item was unanimously approved as presented.
- VI. **Financial Statement Update** – Patrick Cabildo shared the Balance Sheet and Income Statement through September 30, 2023. Total capital is at \$222,789, and total profit year-to-date is \$2,402. Operation expenses are showing high due to the purchase of new tables, otherwise the budget is right on target within 25% with one quarter of the year reporting.

VII. **Comments, Requests, Future Agenda Items** – None

VIII. **Adjourn** – The meeting was adjourned at 11:33 a.m. in honor of Glenn Duncan, former city councilmember for the City of Chino and former member of this committee. The next meeting is scheduled to be held on March 21, 2024.