



Chaffey College

**CHINO COMMUNITY CENTER
OVERSIGHT COMMITTEE**

Tuesday, September 17, 2024
2:00 p.m. - 3:00 p.m.

In Attendance:

City of Chino

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

Chaffey College

Lee McDougal, Governing Board President
Margaret Fernandez, Chino Campus Dean

Absent

Henry Shannon, Superintendent/President

Recorder

Norma Rojero, Executive Assistant,
Chaffey College

Guests

Patrick Cabildo, Executive Director of Business
Services, Chaffey College

Lianna Savage, Event Coordinator

Lisa Bailey, Acting Superintendent/President

Eva Ramirez, Executive Assistant,
Chaffey College

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** – Committee Chair Lee McDougal called the meeting to order at 2:05 p.m. Mr. McDougal welcomed Chaffey College Acting Superintendent/President Lisa Bailey. Lisa Bailey shared that she will be attending these meetings as a designee for Dr. Henry Shannon during his brief leave. She added that Dr. Shannon had a medical procedure that required him to take a medical leave, but he is improving and will be returning in January.
- II. **Committee Member Virtual Participation Pursuant to AB 2449** – Councilmember, Marc Lucio requested to join the meeting remotely for Just Cause. The request was unanimously approved.
- III. **Public Comments** – None
- IV. **Update from Event Coordinator** – Lianna Savage, shared the documents, “Chaffey College Chino Community Center Event Schedule” for the months of August 2024 – November 2025, and “Revenue Projection Form” for the months of September 2024 – March 2025.

- V. **Capital Equipment Update** – Lianna Savage presented the capital equipment update. She added that she will be working with Chaffey College's Operations Manager to schedule all cleaning services.
- VI. **Financial Statement Update** – Patrick Cabildo shared the Balance Sheet and Income Statement through June 30, 2024. Total capital is at \$280,643, and total profit year-to-date is \$60,256.
- VII. **2024-2025 Adopted Budget** – Patrick Cabildo presented the Adopted Budget for fiscal year 2024-2025. He explained that the budget is generally the same as last year with a couple of minor adjustments made in employee contracts. On a motion by Linda Reich, second by Marc Lucio, the 2024-2025 Adopted Budget was unanimously approved.
- VIII. **Historical Financial Review as of June 30, 2024** – Patrick presented the historical financial review through June 30, 2024, and briefly reviewed net income compared to prior years.
- IX. **Revised 2024-2025 Meeting Schedule (9/17/2024, 12/17/2024, 3/18/2025, 6/17/2025)** – Norma Rojero presented the revised meeting schedule for the 2024-2025 year. Meetings will be held quarterly on the third Tuesday of the month at 2:00 p.m. On a motion by Linda Reich, second by Marc Lucio, the meeting schedule was unanimously approved as presented.
- X. **Comments, Requests, Future Agenda Items** – The committee discussed rates and comparison rates of nearby venues. Lianna will conduct a survey, share findings, and make recommendations at the next meeting.
- XI. **Adjourn** – The meeting was adjourned at 2:18 pm. The next meeting is scheduled to be held on December 17, 2024.