

**CITY OF BEVERLY HILLS
Community Charitable Foundation
Board of Directors Meeting**

MINUTES

**455 North Rexford Drive
Beverly Hills, CA 90210
4th Floor - Conference Room A**

**Monday, June 29, 2015
5:00 PM**

The City of Beverly Hills Community Charitable Foundation (CBHCCF) Board meeting was held in the 4th Floor Conference Room A at 5:10 p.m.

ROLL CALL

Directors Present: Nancy Krasne, Eliot Finkel, Ronit Stone, and Kathleen Rothner

Directors Absent: John Mirisch

Officers Present: Chief Executive Officer Mahdi Aluzri
Chief Financial Officer Don Rhoads

Officers Absent: None

Staff: Assistant City Manager Mahdi Aluzri, City Clerk Byron Pope, Chief Assistant City Attorney Lolly Enriquez, Recreation Services Manager Brad Meyerowitz, Community Services Administrator Gisele Grable, Management Analyst Stephanie Harris and Executive Assistant Karen Fremming

APPOINTMENT OF CHIEF EXECUTIVE OFFICER

The CBHCCF Board recognized the appointment of Assistant City Manager Mahdi Aluzri to the position of the CBHCCF's Chief Executive Officer. City Clerk Byron Pope administered the swearing in of Mr. Aluzri.

COMMUNICATIONS FROM THE AUDIENCE

None.

1) CBHCCF Foundation Donations Update

Chief Financial Officer Rhoads provided an overview of all donations received to date totaling \$1.8 million including those approved since the November 17, 2014 Board Meeting (\$723,375). Community Services Administrator Grable reviewed current donation pledges to date for the Beverly Gardens Park fundraising efforts.

Donations approved and accepted.

Ayes: Finkel, Rothner, and Stone

Noes: None

Absent: Krasne

CARRIED

2) Expense Report of CBHCCF Donations

Chief Financial Officer Rhoads reported expenses to date for Fiscal Year 2015 totaling \$619,371 for the following projects: Beverly Hills Police Memorial Project; One Book One City program; and the Beverly Gardens Park Project.

3) Sample "Charitable Pledge Agreement"

Community Services Administrator Grable and Chief Assistant City Attorney Enriquez presented a sample Charitable Pledge Agreement for discussion. It was suggested that a simpler "pledge card" be utilized for smaller donations; that the template and/or letter be customized depending on the donation type and timeframe; and that a provision be added in reference to the donor's heirs and the donor's original donation pledge.

4) City of Beverly Hills Community Charitable Foundation Website at

www.beverlyhills.org/gifting or www.beverlyhills.org/donations

Management Analyst Harris presented an overview of the Foundation's website. It was suggested that the City create an on-line interactive donation form. Staff will work with Finance and the Information Technology Departments in order to assist with the creation of such a form.

Staff received direction to remove specific donation amounts by specific donors from the website, and provide categories of donations instead of specific details (for example only: \$5,000 and below; \$5,001-\$49,999; \$50,000-\$99,999; and \$100,000 and above) with donors listed alphabetically.

The Board also requested that staff remove Schedule B contained within the copy of the Form 990 (on the CBHCCF website) since it includes donor names and information.

5) Support to Friends of Beverly Gardens Park Fundraising Efforts and/or Other Funding Generation Opportunities

Staff provided general information regarding the City's "Friends Of" groups (Beverly Gardens Park; Greystone; Beverly Hills Public Library; etc.) in case any CBHCCF Boardmembers wish to assist with community fundraising efforts.

6) Adoption of CBHCCF Board Meeting Minutes

The November 17, 2014 Minutes approved and adopted.

Moved by Finkel; seconded by Krasne

Ayes: Rothner, Stone, Finkel and Krasne

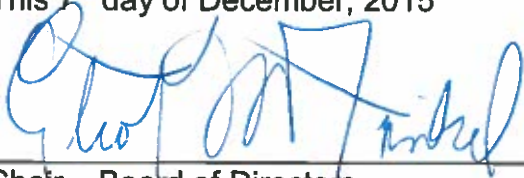
Noes: None

CARRIED

ADJOURNMENT

There being no further business, Chair Finkel, with the consent of the Board, adjourned the meeting at 6:00 p.m.

PASSED, Approved and Adopted
This 7th day of December, 2015



Chair – Board of Directors
City of Beverly Hills Community Charitable Foundation