

**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, September 24, 2012
5:00 PM**

The Community Charitable Foundation meeting was held in the 4th Floor Conference Room A at 5:08 p.m.

SWEARING IN OF BOARD MEMBERS

City Clerk Byron Pope swore in Vice Mayor John Mirisch, Councilmember Barry Brucker, City Treasurer Eliot Finkel, Ronit Stone, and Kathleen Rothner.

ROLL CALL

Directors Present: John Mirisch, Barry Brucker, Eliot Finkel, Ronit Stone, Kathleen Rothner

Directors Absent: None

Staff: Chief Financial Officer and Administrative Services Director Scott Miller, City Manager Jeff Kolin, City Clerk Byron Pope, Assistant City Attorney Lolly Enriquez, Director of Community Services Steve Zoet, Accounting Manager Sharon Rahban, Community Services Administrator Gisele Grable

COMMUNICATIONS FROM THE AUDIENCE

None.

- 1) **Introductory Remarks**
 - (a) **Articles of Incorporation**
 - (b) **List of Previous City Donations**

Chief Financial Officer/Administrative Services Director Scott Miller provided an overview and historical background for the formation of the Foundation. Community Services Administrator Gisele Grable provided a history of recent City-wide donations which were designated for specific departments, projects and programs.

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Vice Mayor Mirisch elected as Chair
Moved by Brucker, seconded by Finkel
Ayes: Rothner, Stone, Finkel, Brucker, and Mirisch
Noes: None
CARRIED

Councilmember Brucker elected as Vice Chair
Moved by Mirisch, seconded by Finkel
Ayes: Rothner, Stone, Finkel, Brucker, and Mirisch
Noes: None
CARRIED

2) Adoption of By-Laws

By-Laws adopted
Moved by Stone, seconded by Rothner
Ayes: Rothner, Stone, Finkel, Brucker, and Mirisch
Noes: None
CARRIED

3) Adoption of a Conflict of Interest Code

Conflict of Interest Code adopted
Moved by Brucker, seconded by Rothner
Ayes: Rothner, Stone, Finkel, Brucker, and Mirisch
Noes: None
CARRIED

4) Regular Meeting Dates

Per the by-laws, the regular meetings will occur on a bi-annual basis, and special meetings can occur on an "as-needed" basis.

COMMUNICATIONS FROM THE BOARD

Items mentioned for review and discussion at future meetings include:

- a) Gift Acceptance Policy – guidelines or policies for giving; what's appropriate; naming rights
- b) List of options for contributions
- c) Informing the community about the City of Beverly Hills Community Charitable Foundation

ADJOURNMENT

There being no further business, Chair Mirisch, with the consent of the Board, adjourned the meeting at 5:45 p.m.

PASSED, Approved and Adopted
This 21st day of May, 2013

A handwritten signature in blue ink, appearing to read "Sid. Bove", written in a cursive style.

Chair, Beverly Hills Community Charitable Foundation