

DRAFT



## The Anchor School

### Minutes

#### TAS Development Committee Meeting

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##### **Date and Time**

Thursday September 8, 2022 at 7:30 PM

##### **Location**

Topic: TAS - Development Committee Meeting

Time: This is a recurring meeting

##### **Join Zoom Meeting**

<https://us02web.zoom.us/j/81754720093>

Meeting ID: 817 5472 0093

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## **DRAFT MINUTES - TO BE APPROVED**

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### **Committee Members Present**

D. Gregory (remote), G. Matteson (remote), J. Pinto Taylor (remote), M. Sutton (remote)

### **Committee Members Absent**

L. Stephens

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## **I. Opening Items**

### **A. Call the Meeting to Order**

G. Matteson called a meeting of the Development Committee of The Anchor School to order on Thursday Sep 8, 2022 at 7:46 PM.

### **B. Record Attendance**

## **II. Development**

### **A. Financial Health Report**

Gillian Matteson reviewed the attached financial presentation and stated that the financial measurements were in order and the differences in the expected and actual amounts are related to timing of funding.

### **B. Annual Board Fundraising Campaign**

Gillian Matteson reviewed the Board commitment of raising \$10,000 and identified the need to start discussions with the Board with respect to individual giving plans. These conversations will start with the September 2022 Board Meeting with a goal of Board commitments no later than the November 2022 Board Meeting.

### **C. Online Giving Infrastructure**

Gillian Matteson discussed the need to have a technology interface that would allow The Anchor School to receive philanthropic donations. Ideally this would be through a link on the TAS website that would launch to the interface. Josh Pinto Taylor will explore the options within Salesforce over the next few weeks. The goal is no later than the November 2022 Board Meeting to have this infrastructure in place.

### **D.**

### **Grant Prospecting**

Gillian Matteson discussed the importance for the Board to provide any information on potential grants to the Committee. Josh Pinto Taylor reported a grant award of \$100,000 (New School Leader Fellow) which allows TAS to now compete for an additional \$300,000.

### **E. Advisory Member Prospecting**

## **III. Other Business**

### **A. Schedule CRM Professional Development**

Gillian Matteson discussed the merits of scheduling CRM professional development. After discussion, the Committee determined that a high-level review of the CRM system and information needs would be sufficient at this time and the need for systems-training to be reviewed at a later date.

### **B. Determine Regular Meeting Schedule**

G. Matteson made a motion to table the issue of determining the Development Committee's regular meeting schedule.

M. Sutton seconded the motion.

The Committee will assess its roles and responsibilities and seek input regarding other committee meeting schedules to determine the regular meeting schedule and time.

The committee **VOTED** to approve the motion.

#### **Roll Call**

G. Matteson	Aye
L. Stephens	Absent
J. Pinto Taylor	Abstain
M. Sutton	Aye
D. Gregory	Aye

### **C. Public Comments**

Gillian Matteson opened the meeting to public comments and proceeded to close the meeting as there were none.

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
M. Sutton

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### Documents used during the meeting

- Financial Health Report - 05.01.22 - 08.31.22.pptx

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**The Anchor School** is a village of educators, families, and community members that partners with 6th through 12th-grade students who are developing the knowledge, skills, and confidence they need to thrive in school and beyond. Through our commitment to excellent instruction, community partnerships, and holistic student development, we cultivate anchors that build a more just and equitable future.

*\*In August 2022, the SCSC authorized TAS as a GA Charter School with approval to enroll students who will be in the 6th grade in the fall of 2023.*