

APPROVED



ATLANTA NEIGHBORHOOD
CHARTER SCHOOL
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Atlanta Neighborhood Charter School

Minutes

Fund Development Committee Meeting

Date and Time

Wednesday May 13, 2020 at 8:45 AM

Location

Meeting ID

meet.google.com/ifj-hezr-dnu

Phone Numbers

(US) +1 267-873-3249

PIN: 627 005 052#

In accordance with Georgia's open meetings requirements, notice of this meeting has been posted on the ANCS website.

Committee Members Present

Eric Teusink (remote), Meeghan Fortson (remote), Narin Hassan (remote), Sabrina Sexton (remote), Stephanie Galer (remote), Susannah Darrow (remote)

Committee Members Absent

None

Committee Members who arrived after the meeting opened

Eric Teusink, Narin Hassan

Guests Present

Chuck Meadows (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Meeghan Fortson called a meeting of the Communications & Advancement Committee of Atlanta Neighborhood Charter School to order on Wednesday May 13, 2020 at 8:50 AM.

C. Approve Minutes

Sabrina Sexton made a motion to approve the minutes from Fund Development Committee Meeting on 04-15-20.

Susannah Darrow seconded the motion.

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

Eric Teusink arrived.

Narin Hassan arrived.

II. New Business

A. Updated Financial Report & Recent Activities

The committee reviewed an updated Financials report for Gather & Grow Fund. See meeting packet.

- \$116K raised to date, including gifts and pledges expected to be paid by June 30. Year-to-date total is down from where we had planned to be this time of year.
- \$8K was raised during the month of April. This is lower than a typical April but more than expected this year given the circumstances.
- Recent activities include a direct email from Chuck Meadows to everyone in database in late April (excluding fac/staff and donors who already gave this spring); and Facebook posts to promote #GivingTuesdayNow on May 5.
- We're focused on meeting \$140K goal reflected on budget. Not likely to meet \$150K external goal.
- Discussed parent participation and looked at breakdown by class.

The committee discussed spring strategy for the remainder of the year. Committee members will review a list of major donors who gave last year but not this year and reach out to donors to encourage their support by June 30. Stephanie will send calls to committee for review by June 1. Updated talking points will be provided. Deadline to make calls is June 17.

Reminder to give will go in Courier next week. End-of-fiscal year email blasts and Facebook posts are scheduled for June to remind donors to make their gifts by June 30.

Corporate sponsors are mostly paid or on a monthly payment plan.

The Fund Development Committee will meet again (virtually) on **June 17 at 8:45 AM**. This meeting was moved from June 10 due to summer schedules.

B. Wonderball Auction: Review of 2020 & Plans for 2021

Committee reviewed final 2020 auction numbers. See document in meeting packet. Final numbers:

\$80K net (budgeted \$90K) and \$117K gross.

Stephanie and Chuck are working with teachers to try to fulfill Teacher Times next year. Acknowledgement/Tax letters were all sent electronically. No paper letters this year.

Committee discussed plans for 2021 auction and the best way to move forward given the uncertainty of the global pandemic. Stephanie is looking into renewal of auction software and venue; volunteer recruitment; and new language for corporate sponsorships. Committee will discuss again at June meeting.

C. Spring Fundraising Strategy

See discussion above.

III. Closing Items

A. Adjourn Meeting

Sabrina Sexton made a motion to adjourn the meeting.

Eric Teusink seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:49 AM.

Respectfully Submitted,
Meeghan Fortson