



# Environmental Charter Schools

## Minutes

### Development Committee Meeting

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**Date and Time**

Friday February 10, 2017 at 9:30 AM

**Location**

16315 Grevillea Ave. Lawndale, CA 90260

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**Development Committee Members**

Julie Vo - Chair

Amy Johnson

Alison Diaz

Farnaz Golshani-Flechner

Lindsey Jurca

William Robertson

Lucy Tseng

**Development Committee Charter**

- Monitor and report progress on board of directors' individual commitment forms.
- Monitor the success and support the execution of the fundraising plan
- Review upcoming events, foundation proposals (for reference) and prospective funders/donors and make introductions as appropriate.
- Ensures the board is equipped with the necessary tools and knowledge to support a culture of fundraising
- Prospect individuals, strategies and resources to support fundraising and development goals

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**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

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Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATIONS MAY BE MADE**

Notice is hereby given that consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

**FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

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**Committee Members Present**

Alison Diaz, Amy Johnson, Julie Vo, Ken Deemer, Lucy Tseng

**Committee Members Absent**

Farnaz Golshani-Flechner, Lindsey Jurca, William Robertson

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

Julie Vo called a meeting of the Development Committee of Environmental Charter Schools to order on Friday Feb 10, 2017 at 9:37 AM.

**II. Review and Approval of Agenda**

**A. Motion to Approve the Agenda**

Ken Deemer made a motion to approve the agenda.

Alison Diaz seconded the motion.

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

**Roll Call**

Amy Johnson Aye  
Lucy Tseng Aye  
Alison Diaz Aye  
Ken Deemer Aye  
Julie Vo Aye

**B. Approve Previous Development Committee Meeting Minutes**

Alison Diaz made a motion to approve minutes from the Development Committee Committee Meeting on 01-13-17 Development Committee Meeting on 01-13-17. Amy Johnson seconded the motion.

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

**Roll Call**

Amy Johnson Aye  
Alison Diaz Aye  
Ken Deemer Aye  
Julie Vo Aye  
Lucy Tseng Aye

**III. Presentation from the Floor**

**A. Presentations from the floor**

none

**B. Presentation on agenda items**

**IV. Discussion Items / Updates**

**A. Review Board brainstorm strategies**

Regularly review the board commitment form with each board members. Check in on ways that each member can meet their commitment. We are going to check in on ...

Lets help identify the ideas we can do to support you to meet your goal.

We have vetted some of these ideas... How can we help each other do that...

A. Hold people accountable for their commitment form -- Julie will follow up.

B.

1. Think about your corporate contacts:
  - a. are they local?
  - b. are they mission aligned - education/steam/environment?
  - c. do they have a grant program? or marketing dollars?

- d. do we know someone?
- 2. Invite these contacts on a tour

C. Equip board with tools.

Box Folder - Pitching

Tour Dates

D. Social Networking Club -- Rotary Club

Alumni Network Ask \$1/mo

Invite to events

Crowd rise / Indie GoGo

Keep momentum going...

Omaze is an example

E.

Corporate

Increase individual donors

social media

## **B. Evaluate Individual Donor Appeals**

### **C. Looking forward to 2017-2018**

Action items by Committee members

Follow-up with each board member on commitments (give/get); review prospect list and individual strategies - Julie

Create a toolkit with all sponsorship/give decks and resources for board members - Julie

Review criteria for identifying prospects - Alison/Julie

Developing an alumni micro-campaign - Lucy/Julie

Explore social media strategies for campaign - Amy

Continue to explore individual prospect - Ken

## **V. 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 11:15 AM.

Respectfully Submitted,

Julie Vo