DRAFT

Environmental Charter Schools

Minutes

Development Committee Meeting

Date and Time
Friday January 19, 2018 at 8:00 AM

Location
Via zoom (https://zoom.us/j/612278801)

Development Committee Members
Julie Vo, Co-Chair
Denise Berger, Co-Chair
Alison Diaz
Cathy Creasia
Lindsey Jurca
Lucy Tseng

Guests
Alli Takido
Justin Thongsavanh

Development Committee Charter

- Partners with staff to develop sustainable, long-term financial resources to support the organization's mission and strategic plan
- Reviews and proposes plans for fundraising, including capital campaigns, grant proposals, individual giving, program giving, special events, and campaigns,
- Sets and reviews Board 'give / get' expectation

- Participates in planning, organizing, hosting and/or sponsoring fundraising activities

- Note: Committee is NOT responsible for raising money, but helps to ensure that funds are raised. Encourages all board members to participate in the process

Committee Goals 2017-2018

- 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

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE
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.

Committee Members Present
Cathy Creasia (remote), Dr. Denise Berger (remote), Julie Vo (remote), Lucy Tseng (remote)

Committee Members Absent
Alison Diaz, Lindsey Jurca

Guests Present
Justin Thongsavanh (remote), Ken Deemer (remote)

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 Jan 19, 2018 at 8:03 AM.

II. Review and Approval of Agenda

A. Motion to Approve the Agenda

Dr. Denise Berger made a motion to Approve agenda.
Lucy Tseng seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

Lindsey Jurca	Absent
Cathy Creasia	Aye
Alison Diaz	Absent
Lucy Tseng	Aye
Dr. Denise Berger	Aye
Julie Vo	Aye

B. Approve Previous Development Committee Meeting Minutes from November 17

Dr. Denise Berger made a motion to approve minutes.
Lucy Tseng seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

Alison Diaz	Absent
Justin Thongsavanh	Abstain
Cathy Creasia	Aye
Ken Deemer	Abstain
Julie Vo	Aye
Lindsey Jurca	Absent
Dr. Denise Berger	Aye
Lucy Tseng	Aye

III. Discussion Items / Updates

A. Action Item Update

JV checking back in with everyone's action items from our last meeting. Sent a brief summary of latest development updates.

Cathy: sent out her follow-up emails. TY for the template, no word back from anyone yet though.

Lucy: CC'd JV on everyone their email.

Denise: Followed up with her folks, received one response and she is interested in getting involved. Contact is from Shade Hotel/Zislis group. Would like to ask Ken to help follow-up with Shannon Ryan (MB Rotary). Will forward email to Ken and invite the others to upcoming events.

JV: Feel free to cc me on any emails sent

Ken: MB Rotary gave $5000 grant to ECS to go towards Bruce Scholarship fund.

JV: Would like to show appreciation to Rotary in a meaningful way. Will touch base with Ken separately.

Ken: Contact is new grants contact at Patagonia. Let's think about how we might approach that.

JV: We have a relationship with the Patagonia store in Pasadena. Have submitted grants but so far, unsuccessful. Great contact.

Updates on Upcoming Events:

2/2/18 - Community Forum - great to invite new friends because students are in action.

2/22/18 - Author and Progressive Educator Leader Deborah Meier
Cathy thinks the event should be held at Gardena and would support the improvement of campus culture.

JV: We're looking for mini-sponsors to support event expenses and hosting of the speakers

B. DEV COMMITTEE SHORT LIST

JV: Please review this working document and add to our short-list for discussion.

C. IDEA FOR NEXT IN-PERSON MEETING

Denise: We'd like to have new board members attend the next in-person dev. committee meeting on February 9. We can review Development 101, giving them insight on the programs to pitch and how to keep eyes and ears open. Thoughts? Yes!

JV: Also an opportunity for us to brainstorm and strategize with them and we can all walk away with an individualized action plan.

Ken: Good idea. We should ask each board member to attend one of every committee meeting at least once a year. Give them a schedule and let them choose which to attend.

Denise: goal is to make it more workshop-like, so wants to encourage strongly that everyone attend this one together.

JV will make the invitation to Zena, Ernie, and Anthony to attend next meeting on FEBRUARY 9.

IV. Upcoming Events

A. School-Site Tours

Please invite people to attend

V. Closing Items

A. Adjourn Meeting

Julie Vo made a motion to adjourn the meeting.
Dr. Denise Berger seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Lindsey Jurca	Absent
Lucy Tseng	Aye
Julie Vo	Aye
Cathy Creasia	Aye
Dr. Denise Berger	Aye
Alison Diaz	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:26 AM.

Respectfully Submitted,
Julie Vo