



# Voices for International Business and Education

## VIBE Development Committee Meeting

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### Date and Time

Monday August 19, 2019 at 6:30 PM CDT

### Location

727 Carondelet Street New Orleans, LA 70130

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Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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### Agenda

#### I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes

Approve minutes for Development Committee Meeting on January 14, 2019

D. Approve Minutes

Approve minutes for Development Committee Meeting on March 19, 2018

#### II. Development

Development

- A. Development Update
- B. Development Plan 2019 - 2020

**III. Other Business**

- A. Other Business

**IV. Closing Items**

- A. Adjourn Meeting

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Development Committee Meeting on January 14, 2019

APPROVED



# Voices for International Business and Education

## Minutes

### Development Committee Meeting

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**Date and Time**

Monday January 14, 2019 at 6:30 PM

**Location**

727 Carondelet St. New Orleans

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Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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**Committee Members Present**

A. Kock, A. Williams, B. Schilling, L. Lopez, S. Cunningham, S. Wilson

**Committee Members Absent**

J. Lampton

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

B. Schilling called a meeting of the Development Committee of Voices for International Business and Education to order on Monday Jan 14, 2019 at 6:53 PM.

**C. Approve Minutes**

A. Kock made a motion to approve minutes from the VIBE Development Committee Meeting on 10-22-18 VIBE Development Committee Meeting on 10-22-18.

S. Cunningham seconded the motion.

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

## II. Development

### A. Gala Planning Update

- The name of the event was changed to "A night around the world."
- Board members need to sell 10 tickets each
- We will have early bird tickets - 02/04/19 - 02/14/19 The tickets are \$75.00 each, early bird is 10% off.
- The letters for sponsorships are going out this week. We are asking board members to let us know who can we send it out to.
  - Sponsorships
  - Silent Auction items
  - In-kind donations
- We currently have a couple of grant/sponsorships that we applied for. We will know at the end of this month.
- We are trying to invite the same chefs from last year plus 6 more restaurants so we can have about 10 food vendors.
- The main thing we are asking from the board is to help with ticket sales and sponsorship/silent auction/in-kind donation partners

### B. Community Relationships - Events

- There is an opportunity to have an event at the Eifel society club to engage community partners and get them interested in the gala.
- We are asking board members to invite friends and community members.
- BS asked how will online and in-the-room auction work? - SC suggested to do both, AW will look into it further
- We are planning on playing "heads or tails" in the room to get more funds and give away
- BS asked about performing -
  - SC has a contact that could perform for the event.
- SC asked about AV equipment - AW explained that it is included with the rental

## III. Other Business

### A. Other Business

- SC asked if there was any feedback from the grants that have been declined. SW explained that we have. The main reason why we have not been granted and

different organizations have different reasons. A common denominator has been our SPS. Another reason has been timing and the lack of facilities.

- SW explained that we are trying to get funds for the sports/athletic's transportation

#### **B. Development Plan 2018-2019**

- The development plan for 2018-2019 was presented for the committees' review.
- This document will be discussed at the next month's meeting.
- AW will follow up with last year's sponsors for the gala.
- BS will ask the rest of the board members if they want the letters to be given to them directly and board members distribute to their contacts.

### **IV. Closing Items**

#### **A. Adjourn Meeting**

S. Cunningham made a motion to adjourn the meeting.

A. Kock 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 7:29 PM.

Respectfully Submitted,

L. Lopez

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** D. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Development Committee Meeting on March 19, 2018

APPROVED



# Voices for International Business and Education

## Minutes

### Development Committee Meeting

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#### **Date and Time**

Monday March 19, 2018 at 7:00 PM

#### **Location**

727 Carondelet St. New Orleans

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Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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#### **Committee Members Present**

A. Kock, B. Schilling

#### **Committee Members Absent**

S. Thomas, T. Ceballos-Meyers

#### **Guests Present**

L. Lopez

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

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

B. Schilling called a meeting of the Development Committee of Voices for International Business and Education to order on Monday Mar 19, 2018 at 7:07 PM.

#### **C.**



### **Approve Minutes**

A. Kock made a motion to approve minutes from the Development Committee Meeting on 11-13-17 Development Committee Meeting on 11-13-17.

B. Schilling seconded the motion.

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

## **II. Development**

### **A. Discuss Marketing/Development goals and strategies**

- This item will be moved to next meeting
- Tonight we will focus on the event coming up.

Development

Pillar: **Organizational Sustainability**

**Goal 2, Objective 4.** ( Maintain the Development committee of the board to promote and increase support for IHSNO.

**Outcome:** (the thing that you expect to get)

- By 2019 IHS has received a 10% increase over total fundraising budget.
- By 2019 IHS will increase its' support network by 10 additional sources.

**Outputs:** (how will you report and measure success)

- Annually, review and implement a Development plan is created that identifies a variety of funding, marketing and PR possibilities and strategies as measured by plan's creation.
- Annually, the VIBE Board gives or fundraises \$30,000 to support the development of the IB Programme.

VOTE on approving the edits to recommend to the board

### **B. Strategic Plan Reviews**

B. Schilling made a motion to Recommend revisions to the Board.

A. Kock seconded the motion.

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

## **III. Other Business**

### **A. Other Business**

- Tickets will be given out to the rest of the board tomorrow at the meeting for them to sell (5 tickets each)

- Board members will be given the letters for sponsorship and silent action items and they will be included in the board meeting packets.
  - We are hoping to get all the tickets sold by April 15.
  - NRA is hoping to get a landing page for the silent auction items to start getting attention from the guests.
  - NRA will be sending the updated constant contact email contact lists.
  - The capacity for the facility is only for 150 people
  - Dress code - Nice dressy casual
  - CA suggested that we target our former board members and alumni eventually
  - BS suggested creating another letter for "Friends of IHSNO" to send to former board members to invite them to the event.
  - BS will try to get contact information for a band option and get silent auction items.
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- We didn't get the LDOE grant due to lack of supporting information of our partnerships.
  - The awarded projects will be presented at the board meeting this week.

#### IV. Closing Items

##### A. Adjourn Meeting

A. Kock made a motion to adjourn the meeting.

B. Schilling 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 8:17 PM.

Respectfully Submitted,

L. Lopez