



Advanced Math & Science Academy Charter School

Minutes

Development Committee Meeting

Date and Time

Tuesday September 14, 2021 at 8:30 AM

Committee Members Present

Bela Gorman, Benjamin Hammel, Mark Vital, Maura Webster, Roger Jarrett

Committee Members Absent

None

Guests Present

Ellen Linzey

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Benjamin Hammel called a meeting of the Development Committee of Advanced Math & Science Academy Charter School to order on Tuesday Sep 14, 2021 at 8:30 AM.

C. Approve Minutes

Benjamin Hammel made a motion to approve the minutes from Development Committee Meeting on 06-08-21.

Mark Vital seconded the motion.

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

Benjamin Hammel made a motion to approve the minutes from Development Committee Meeting on 08-12-21.

Mark Vital seconded the motion.

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

Roll Call

Mark Vital	Aye
Benjamin Hammel	Aye
Maura Webster	Aye
Bela Gorman	Aye
Roger Jarrett	Aye

II. Development

A. Consultant and Plan for Capital Campaign

- Status "on hold" right now waiting for Finance Committee approval. Ben will contact the committee and clarify any issues.
- Capital Campaign Committee (two main elements 1) recruit the "right" people, and 2) the structure of the committee.
- Characteristics that we may be looking for include: Outgoing, Known in the Community, Corporate Savy, Public Relations (PR), and Communicator.
- The committee should have a "good mix" of members, it is essential to have a strong committee leader, people wanting to "do" tasks, and a program manager (admin).
- First priority is to find a committee leader and have them develop their own committee. Ellen has some ideas and will explore individuals to see if they want to commit to the leadership role.

B. Annual Campaign

- Mark will add Ellen onto Donor Perfect.
- We will still have a structured annual campaign. Mark and Ellen will meet to determine a plan for this year.
- Maura will work on a letter to parents.
- The goal will once again be \$20,000

III. 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 10:00 AM.

Respectfully Submitted,

Benjamin Hammel