

APPROVED



Living School

Minutes

Monthly Development Committee Meeting

Date and Time

Thursday May 10, 2018 at 4:00 PM

Location

<https://zoom.us/j/738211128>

Committee Members Present

A. Klinghoffer (remote), R. Ashmore (remote), S. Porges (remote)

Committee Members Absent

D. Lister, J. Ojo, M. Davis

Guests Present

S. Pasternak (remote)

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

R. Ashmore called a meeting of the Development & Recruitment Committee Committee of Living School to order on Thursday May 10, 2018 at 4:03 PM.

C. Approve Minutes

R. Ashmore made a motion to approve minutes from the Monthly Development Committee Meeting on 04-02-18 Monthly Development Committee Meeting on 04-02-18.

S. Porges seconded the motion.

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

II. Development Committee

A. Updates on Grant Research

We'll focused on applying for Kellog, Robert Wood Johnson, Goldring, Woldenberg, & GHR Foundations for the month of May.

B. Donor Mailing Review

We will do a mailing including a thank you card with pictures w/ a handwritten note on the back to all previous donors. We will include a small post-card with highlights from our work without an ask in preparation for our next campaign to launch beginning of June.

C. Launching a summer fundraising campaign

We will launch a summer fundraising campaign early June to fund our ongoing pilot work (~\$45K). Tactical planning meeting next Thu 5/17 @ 4 PM CT.

D. Donor referral follow-up

We will develop a generic business card for all Board Members to have (with a space to fill out their name/contact info) to aid in recruitment/referrals. We will also begin coding upcoming events in the Board Newsletter to help Members know who each event might be appropriate for.

III. Closing Items

A. Adjourn Meeting

R. Ashmore made a motion to adjourn the meeting.

S. Porges 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 5:00 PM.

Respectfully Submitted,

R. Ashmore