

APPROVED



Living School

Minutes

Monthly Development Committee Meeting

Date and Time

Monday June 4, 2018 at 5:00 PM

Location

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

Committee Members Present

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

Committee Members Absent

D. Lister, J. Ojo

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 Monday Jun 4, 2018 at 5:12 PM.

C. Approve Minutes

M. Davis made a motion to approve minutes from the Monthly Development Committee Meeting on 05-10-18 Monthly Development Committee Meeting on 05-10-18.

S. Porges seconded the motion.

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

II. Development Committee

A. Grant Application Updates

GHR Foundation Grant being submitted today

Further grants will be drafted by student interns

Student intern training will invite Dev Com members to participate

Grant language is available on The Living School Public Google Drive

B. Donor Mailing Review

C. Launching a summer fundraising campaign

Stefin will send draft email to committee

Shelly will reply all with draft letter for fundraising use

D. How to best engage the rest of the Board

Stefin will send personalized, individual emails to the each board member recognizing the commitments & solicitation goals of the Dev Com and asking for a full-board contribution

Cite a concrete example of someone making a small contribution and making it much larger through solicitation

We will follow up with a whole-board email with the Board Update

We will follow-up with individuals with personal calls to help them find their comfort zone contributing and soliciting

III. Closing Items

A. Adjourn Meeting

R. Ashmore made a motion to adjourn the meeting.

M. Davis 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 6:04 PM.

Respectfully Submitted,

S. Pasternak