

# F.W. Parker Charter Essential School

## Minutes

### Development Committee Meeting

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#### Date and Time

Wednesday May 1, 2019 at 7:30 AM

#### Location

Parker School, Nicky's table

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#### Committee Members Present

D. Osofsky, J. Bartsch, J. Saxe, K. Tedstone, M. McKenna, S. Reinhorn, T. Sumner

#### Committee Members Absent

C. Stack-Haan, J. Churchill, M. VanderWilden, Z. Basma

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

K. Tedstone called a meeting of the Development Committee of F.W. Parker Charter Essential School to order on Wednesday May 1, 2019 at 7:40 AM.

#### C. Approve Minutes

S. Reinhorn made a motion to approve minutes from the Development Committee Meeting on 03-27-19 Development Committee Meeting on 03-27-19.

J. Saxe seconded the motion.

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

### II. Development

#### A. Annual Fund 2018-19

Katrina informed the group as to the progress of the Fund. Currently it sits at just over \$117K with 42.3% of current families having given. She reported that the table at Noche Sabrosa brought in a few gifts, but 37 gifts came in from a targeted email ask over a 48

hour period. The group talked about an acknowledgement mailing that would thank individual donors and also include some facts like how many gifts were received and what the range in gift amount was.

#### **B. Common Principles Event**

The group debriefed the event. The group was happy with the presenters and the number of presenters this year. Stef mentioned that she brought some people who were not directly connected to Parker and that she received feedback from another attendee that they didn't know that they could do that. We talked about there being too much food afterwards, so perhaps cutting back on that this year. We also talked about the donor appreciation reception and how we might handle that in the future.

#### **C. Moving Forward**

We touched on the next phase of the capital work at Parker and how we will need a significant fundraising component to the heating project that will hopefully start work during summer 2020. The campaign would be a combination Annual Fund and Capital Fund. We talked about holding town-specific teas/cocktail hours to present and generate support for the heating project.

### **III. Closing Items**

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

J. Saxe made a motion to adjourn the meeting.

S. Reinhorn 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 8:37 AM.

Respectfully Submitted,

K. Tedstone