

APPROVED



## Liberty STEAM Charter

### Minutes

#### FOUNDING BOARD OF DIRECTORS DEVELOPMENT COMMITTEE

##### AGENDA FOR REGULARLY SCHEDULED MONTHLY MEETING

---

##### **Date and Time**

Monday February 8, 2021 at 1:00 PM

##### **Location**

CCTC Advanced Manufacturing Training Center  
Room A101  
853 Broad Street  
Sumter, SC 29150

[Google Map of Meeting Location](#)

---

***This meeting is held in accordance with the Freedom of Information Act. A copy of the agenda has been made available to the local media & general public.***

Mission: Liberty STEAM Charter (LSC) works to provide all students equal access to a world-class K-12 education in an academically rigorous & student-centered learning environment, creating graduates to be thoughtful & engaged citizens prepared to take on the leadership challenges of the 21st century.

Vision: In partnership with our families & the community, Liberty STEAM Charter (LSC) will provide interdisciplinary, real-world, personalized, and project-based learning experiences through a STEAM-based academic program where graduates become the next generation of

leaders, employers, and employees who contribute to the economic well-being of their communities and families.

---

### **Committee Members Present**

Cameron Chandler, Khalil Graham, Latasha Carter, Marion Newton, Steve Creech

### **Committee Members Absent**

*None*

---

## **I. Opening Items**

### **A. Record Attendance**

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

Latasha Carter called a meeting of the Development Committee of Liberty STEAM Charter to order on Monday Feb 8, 2021 at 1:00 PM.

### **C. Invocation**

Rev. Dr. Marion Newton provided an invocation.

### **D. Pledge of Allegiance**

Steve Creech led the committee in reciting the pledge of allegiance.

### **E. Reading of the Mission Statement**

Cammy Chandler read aloud the mission statement.

### **F. Reading of the Vision Statement**

Dr. Carter read aloud the vision statement.

### **G. Approve Agenda**

Steve Creech made a motion to approve the agenda as presented.

Cameron Chandler seconded the motion.

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

## **II. Development**

### **A. Review of 90 Day Action Plan**

During this portion of the agenda, Dr. Carter reviewed the committee's 90-day action plan:

- Review of 90-Day Action Plan
  - Establish a Solid Committee Foundation and Systems that Lead to Successful Outcomes
  - Create a Development Committee Donor Kit
    - Donor Kits are LSC Marketing Materials Used to Share with Future Stakeholder Groups
  - Make 100 Touchpoints with Potential LSC Partners (Individual and Corporate)
  - Develop a 2021 LSC Capital Campaign
  - Develop a Running List of Future Development Committee Prospects

## **B. Review of Progress to Goals**

During this portion of the agenda, Dr. Carter reviewed the status of the committee's progress to goals:

- Finalize the LSC Development Committee Job Description
- Currently, Dr. Carter is working with Graphic Designers to Finalize the LSC Pitch Deck
- Senior leaders are collaboratively working with consultants to craft the promotional video.
- LSC Development Committee "Friend Raising" Training is tentatively scheduled for March 8th (following the board meeting)

## **C. Review of Relevant Reports & Documents**

During this portion of the agenda, the committee reviewed the following documents:

- Potential LSC Donors/ Partners Google Document
- Potential Committee Member Google Document
- Draft version of the LSC Development Committee Job Description

The group will come to a consensus at the next meeting on additional committee members before extending invitations.

## **III. Other Business**

### **A.**

### **Agenda Items from Committee Members**

No additional agenda items were brought forth for discussion by committee members.

## **IV. Executive Session**

### **A. Executive Session**

The committee did not enter into executive session.

## **V. Actions Related to Executive Session**

### **A. Action Taken**

No action was taken.

## **VI. Closing Items**

### **A. Next Steps**

Dr. Carter shared with the committee that the full donor kit will be ready (with marketing materials) by March 1. The committee also agreed to holding semi-monthly meetings in the future.

### **B. Good of the Order**

No committee members commented.

### **C. Adjourn Meeting**

Cameron Chandler made a motion to adjourn the meeting.

Marion Newton 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 1:46 PM.

Respectfully Submitted,  
Latasha Carter