

APPROVED



Jefferson RISE

Minutes

Development Committee Meeting

Date and Time

Wednesday January 10, 2018 at 4:00 PM

Location

101 Airline Drive, Metairie, 70001

In full compliance with Open Meeting Law, Jefferson RISE posts all agendas at least 24-hours prior to the meeting at the Jefferson RISE Office and online at www.jeffersonrise.org. Minutes are available online after they have been approved at the following meeting.

Committee Members Present

Diane Jackson, Ramona Graham

Committee Members Absent

None

Guests Present

Lisa Chmiola, Stephanie Lewis

I. Opening Items**A. Record Attendance and Guests**

Introduction of guest Lisa Chmiola to committee.

B.

Call the Meeting to Order

Diane Jackson called a meeting of the Development Committee of Jefferson RISE to order on Wednesday Jan 10, 2018 at 4:07 PM.

C. Approve Minutes

II. Development

A. Review/Update Committee Goals

D. Jackson shared the goals the committee laid out in the summer. Discussed the priorities out of those goals in the next 30-60 days.

B. Review fund raising schedule for July 1 Deadline

K. Sullivan provided documentation on how much has been raised and what is left. Ideas surrounding how to thank the big matching donor and encourage/convince them to want to give again.

Discussed the option of two donors wanting their foundations to handle monthly giving for RISE.

C. Future fundraising ideas and how it fits with Jefferson RISE

Reviewed events suggested by R. Graham and D. Jackson in the summer months.

D. Give update on the completion a Ask letter and donation request protocol

No update, but this is pending.

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 5:04 PM.

Respectfully Submitted,

Diane Jackson

Stephanie Lewis made a motion to adjourn the meeting.

Ramona Graham seconded the motion.

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