



Elgin Math & Science Academy

Development Meeting

Date and Time

Wednesday February 5, 2020 at 6:00 PM CST

Location

EMSA

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			
A. Record Attendance and Guests		Doree Haight	2 m
B. Call the Meeting to Order		Melanie Gibb	1 m
C. Approve Minutes	Approve Minutes		
Approve minutes for Development Committee Meeting on May 11, 2018			
II. Capacity Builder Position			6:03 PM
Discuss candidates for the Capacity Builder Position			
A. Candidate 1	Discuss	Brian Pinon	15 m
B. Candidate 2	Discuss	Brian Pinon	15 m
C. Vote on hiring	Vote		5 m
III. Develop the Development Committee			6:38 PM
A. Communications	Discuss	Brian Pinon	10 m
Update email lists and controls.			
Publish Social Media Policy.			
Discuss procedures/ownership to update FB, website, Instagram, Twitter.			
B. Golf Outing	Discuss	Frank Bisconti	10 m
Start planning for this Springtime event.			
C. Annual Fund	Discuss	Kerin Kelly	5 m
Do we support the idea of an annual fund?			
If so, when do we start/finish it?			

D. Other development ideas and opportunities

Discuss

5 m

IV. Other Business

V. Closing Items

A. Adjourn Meeting

Vote