



Elgin Math & Science Academy

Development Committee meeting

Date and Time

Thursday September 11, 2025 at 4:30 PM CDT

Location

Virtual

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance			1 m
B. Call the Meeting to Order			
II. Resource Development & Outreach			4:31 PM
A. Review role of Development Committee & Goals	FYI	Kathryn Martinez	5 m
The Development Committee, in partnership with the EPTC, will be the primary fundraising body of EMSA. Specifically, the Development Committee is responsible for:			
<ul style="list-style-type: none">• Raising the expected budgeted fundraising amount (FY26 - \$10,000)• Messaging and coordinating Board contributions• Annual campaign tied to Giving Tuesday			

	Purpose	Presenter	Time
• Annual fundraiser (i.e. Bowling Bash)			
B. Board Commitments	Discuss	Kathryn Martinez	10 m
Review Board Member donation expectations			
Share drafted donor letter			
C. Annual Campaign	Discuss	Kathryn Martinez	20 m
Giving Tuesday (12/2/25)			
Review what we've done in the past - brainstorm some new ideas			
D. Bowling Bash	Discuss	Kathryn Martinez	5 m
Potential dates			
E. EPTC Fundraising	Discuss	Sarah Beck	10 m
Discuss how the Development Committee can support EPTC's fundraising efforts.			

III. Other Business

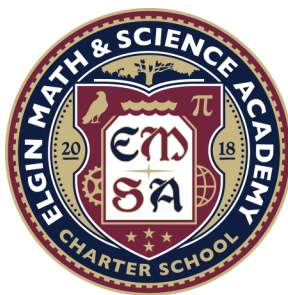
IV. Closing Items

A. Adjourn Meeting	Vote
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Coversheet

Board Commitments

Section:	II. Resource Development & Outreach
Item:	B. Board Commitments
Purpose:	Discuss
Submitted by:	
Related Material:	EMSA Board Donor Committments (1).pdf



ELGIN MATH & SCIENCE ACADEMY
CHARTER SCHOOL

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Dear [insert],

As leaders of the Elgin Math and Science Academy community, your dedication, insight, and service guide our mission and shape the future for our students. Thank you for your continued commitment to educational excellence and equity.

Each year, board member giving plays a vital role in demonstrating the strength of our internal leadership. It not only supports the day-to-day needs of our school, but also sends a powerful message to foundations, partners, and prospective donors that our board members are personally invested in EMSA's success.

This year, we ask each board member to make a **meaningful annual contribution** to EMSA, in a way that aligns with your personal capacity. Gifts of any size are deeply appreciated, and 100% participation is our ultimate goal.

You may choose from the following giving options:

- ☐ **One-Time Gift**
Amount: \$_____
- ☐ **Monthly Gift**
Amount: \$_____ per month

Whether you choose a one-time donation or monthly giving, your support sustains the people, programs, and possibilities that make EMSA such a special place for our students and families.

To make your one time gift or set up a recurring gift, please follow [this link](#). If you prefer to mail a check, please send it to the attention of Kathryn Martinez.

If you have any questions or would like to discuss your giving, please don't hesitate to reach out.

With gratitude,

A handwritten signature in black ink that reads 'K Martinez'.

Executive Director

Elgin Math and Science Academy