

APPROVED



## Elgin Math & Science Academy

### Minutes

#### EMSA Development Meeting

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

Wednesday January 6, 2021 at 5:30 PM

##### **Location**

[Join with Google Meet](#)  
[meet.google.com/ppg-bgom-sqm](https://meet.google.com/ppg-bgom-sqm)

##### **Phone Numbers**

(US) +1 315-784-6212  
PIN: 522 258 152#

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##### **Committee Members Present**

D. Haight (remote), K. Kelly (remote), L. Sterba (remote), M. Gibb (remote)

##### **Committee Members Absent**

*None*

##### **Guests Present**

D. Alexander (remote), L. Fuhr (remote)

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#### **I. Opening Items**

##### **A. Record Attendance**

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

D. Haight called a meeting of the Resource Development & Outreach Committee of Elgin Math & Science Academy to order on Wednesday Jan 6, 2021 at 5:32 PM.

### **C. Approve Minutes**

## **II. Development**

### **A. Action Items**

K. Kelly made a motion to approve the minutes from EMSA Development Meeting on 12-03-20.

L. Sterba seconded the motion.

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

## **III. Other Business**

### **A. Development Updates**

#### **Review with Lezlie**

Capital Campaign Donor Book:

- M. Gibb presented the book for feedback & will do one more round of revisions

#### **Giving Tuesday Results**

- K. Kelly to write Thank you notes
- M. Gibb get access to Boomerang
- Laura & Dan to review & give feedback

#### **Capital Campaign:**

Brian Saber-Consultant- \$5000 minimum/\$250/hr for advising

- 18-24 months for avg. capital campaign
- Capital Campaign Groups
- Feasibility Study
- Team to review Brian's Site etc

#### **Grant Needs: how do we work together on grants/needs?**

Doree put together google sheet to share/track grants

- Kitchen Equipment
- Office Furniture
- Golf Cart
- Copy Machines

- Stage Curtains
- AV System for Gym/Stage

#### **IV. 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 6:00 PM.

Respectfully Submitted,  
D. Haight