



City on a Hill Charter Public School

Minutes

May 2021 Development Committee Meeting

Date and Time

Thursday May 13, 2021 at 4:00 PM

This meeting took place remotely pursuant to the March 12, 2020 Baker-Polito Administration announcement of an emergency order temporarily modifying the state's open meeting law.

Committee Members Present

Gary Morton (remote), Jack Gearan, Jeff Jablow, Jessica Yang

Committee Members Absent

None

Guests Present

Jordan Lopez (remote), Maddie Collins (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Jack Gearan called a meeting of the Development Committee of City on a Hill Charter Public School to order on Thursday May 13, 2021 at 4:05 PM.

C.

Approve April 2021 Meeting Minutes

Jeff Jablow made a motion to approve the minutes from April 2021 Development Committee Meeting on 04-15-21.

Jessica Yang seconded the motion.

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

Roll Call

Jeff Jablow Aye

Jack Gearan Aye

Jessica Yang Aye

II. City on a Hill Gala Debrief

A. City on a Hill Gala Debrief

Jordan Pina, Chief of Staff, turned the Committee's attention to a post-Gala debrief presentation. She shared a comparison of current and previous school year (School Year 2019-2020) giving, noting that City on a Hill has had double the amount of donations this school year (School Year 2020-2021).

The Committee discussed the future of in person or virtual events, specifically the revenue that can be netted with a low expense event such as the Virtual Gala this year.

Pina shared total Gala giving that has been received thus far, as well as the total attendees at the event, totaling 41 people. Pina also noted that every member of both the Foundation Board and Board of Trustees have donated to City on a Hill this school year. The discussion concluded with the Committee sharing feedback from their own experience at the Gala and sharing ideas for future events.

Pina then turned the Committee's attention to a Development Proposal from A/B consulting, a organization that conducted 12 interviews with a diverse group of leading charter schools in the Boston area specifically regarding Development.

After collecting the data from the interviews, A/B consulting shared recommendations for City on a Hill's future in development. The recommendations included, but are not limited to, hiring or allocating a dedicated staff headcount to execute fundraising, generating a strategic communication plan to re-engage donors, as well as setting development metrics for the purpose of performance management.

The Committee discussed the staffing recommendation, discussing that it would be very important to find the right individual to fill a development role. The Committee also discussed the recommendation of donor engagement and what it would look like for City on a Hill to focus on alumni relationships in the future as well.

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 5:06 PM.

Respectfully Submitted,
Jack Gearan