APPROVED

Research Triangle High School

Minutes

Development Committee Meeting

Date and Time
Tuesday January 16, 2018 at 12:00 PM

Location
Conference Call

The RTHS Board of Directors meets monthly on the Third Wednesday of each month, except for December and July. Meetings are held onsite at 5:30pm until 7pm, upstairs in the FBC Conference Room.

Please connect to the link below to join the call:
https://zoom.us/j/485540637

Committee Members Present
C. Rao, P. Blizzard, T. Medhin

Committee Members Absent
None

I. Opening Items

A. Record Attendance and Guests

Absent: Sondra Rivers, John Kerr, Carmen Mugge

B. Call the Meeting to Order

C. Rao called a meeting of the Development Committee of Research Triangle High School to order on Tuesday Jan 16, 2018 at 12:15 PM.

C. Approve Minutes

T. Medhin made a motion to approve minutes from the Monthly Development Committee on 12-12-17 Monthly Development Committee on 12-12-17.
C. Rao seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

C. Rao	Aye
T. Medhin	Aye

II. Development

A. Board support and Participation - April 2018 Carnival

- Awaiting information from Dina Requena, School Development Committee member, on how the Board can help in the Carnival based on a PTSO meeting held past week.. Board will be informed as soon as the details are available.

B. 2018 Corporate Fundraising Goal - $25,000

- To start the fundraising process, 3 Board members will each approach 1 Corporation. Board members are: Carmen Mugge (Bayer); Tsegga Medhin (Biogen); Chaya Rao (GSK)
- Board member to contact the company and get a response by Mid-Feb, have a meeting, if necessary in March and a concrete response by March 31
- If no response or interest, move on and pick another company to reach out from the database being maintained
- Pamela to introduce Tsegga to Biogen contact and send the Presentation on Partnering with CSR Programs
- Pamela to find out about York properties commitment (1/2/3 years?)
- Chaya to reach out to Caroline Rockafello to find out about Syngenta's support

C. Follow up on Past Items

- Given that 3 meetings (2 held and 1 no-show) and interim discussions on whether to do Gala or not has only raised more questions/valid concerns and not much traction, initiative or interest, this discussion will be stalled till end of 2nd Quarter and re-visited in the 3rd Quarter of 2018
- Corporate Partners and Parents Database has now been updated with CSR information of most companies. Manasa, part time Assistant, will help in gleaning specific information on companies CSR and create bullet points for easy reference and use - For example, if company sponsors, offers matching donation, voluntary hours matching, give in-kind donations etc so that our fundraising efforts can be targeted accordingly

- Pamela will contact Robin Hafa, Parent Volunteer, to find out if she can help draft communication/1-page newsletter that can be sent to corporate partners so that we can keep them in loop on a quarterly or even monthly basis of RTHS progress, development and success stories

D. Update on April Rotary Event

- Not much has happened as the holidays came in the way followed by one of the organizers has taken time off this month. More will be known next week.
- Only significant change is that the date has moved from April 13 to April 20

III. Closing Items

A. Adjourn Meeting

T. Medhin made a motion to adjourn the meeting.
C. Rao seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:00 PM.

Respectfully Submitted,
C. Rao