

APPROVED



**MCCPS**

## MCCPS Board of Trustees

### Minutes

#### Development Committee Monthly Meeting

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

Thursday December 19, 2019 at 7:30 AM

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

Amy Leveroni, Ellen Lodgen, Jeff Barry, Peter Cohen, Susan Hauck, Xhazzie Kindle

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

Fred Ferris, Jojo Mangano, Nick Santoro, Stephen Veiga

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

##### **A. Record Attendance and Guests**

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

Ellen Lodgen called a meeting of the Development & Communications Committee of MCCPS Board of Trustees to order on Thursday Dec 19, 2019 at 7:33 AM.

##### **C. Approve minutes of October meeting**

Amy Leveroni made a motion to approve the minutes from Development Committee Monthly Meeting- November on 11-21-19.

Susan Hauck seconded the motion.

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

#### **II. Development Committee**

#### **A. Calendar Raffle**

- final net total approximately \$5100
- Amy reported she's waiting to hear from a few more prize winners
- Jeff and Amy will meet to reconcile records to show same total

#### **B. Annual Appeal**

- discussed initiation of formal appeal email ask to be in mid-January after Peter's "state of school" meeting January 15
- there will be 3 broad categories of needs presented
  - educational resources- PD, supplies
  - technology needs- chromebooks, wifi/band width
  - communication- phone system, website, marketing materials
- discussed follow up to original email
  - phone calls
  - personal notes
- researching different payment methods- paypal, Venmo, credit care
- Susan working on systems in the background to build a stronger and more complete database
- Peter going to Rotary meeting to introduce self and speak about Charter and our needs

#### **C. 25th Anniversary Event**

- Susan handed out current list of committees and tasks
- getting invitations ready- print in addition to emails
- guest speaker invited
- suggestion to be sure to make buying tickets and making donations easy and clear on website
- looking at caterers- Maria's Gourmet and A Little Breeze
- suggestion that we add a signature cocktail and blue champagne (Blanc de Bleu) to the wine and beer
  - Jeff checking on license difference
- Jeff is getting TIP trained and will apply for one day liquor license

#### **D. Fundraising Calendar**

Pushed discussion to January

### **III. Other Business**

#### **A. Additional Discussions**

- Ellen has invited Kim Sullivan and Kim Belf to join the development committee

- must have a PTO rep so will check on that- Kim could be that rep if she comes on board
- discussion of making PowerSchool easier to find and access for parents
- discussed updating class pages
- Jeff is working on alumni outreach and sending postcards and old music CD's to grads
- MCEF is being reinvigorated and adding people to board
  - have asked Paul McCarthy and Amy Sullivan
  - meet quarterly
  - taxes were submitted
- Susan and Ellen will work on a fundraising request form for all money asks
- Xhazzie brought a Hestia ornament for Charter and suggested we have them made and sell. She is following up on minimum order and pricing

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:42 AM.

Respectfully Submitted,  
Ellen Lodgen