



MCCPS Board of Trustees

Minutes

Development Committee Monthly Meeting

Date and Time

Thursday December 19, 2019 at 7:30 AM

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

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
- Khazzie 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