

APPROVED



MCCPS

MCCPS Board of Trustees

Minutes

Development Meeting

Date and Time

Thursday January 16, 2020 at 7:30 AM

Location

Treehouse at MCCPS

Committee Members Present

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

Committee Members Absent

Fred Ferris, Stephen Veiga

Guests Present

Doris Hasbrun

I. Opening Items

A. Call the Meeting to Order

Ellen Lodgen called a meeting of the Development & Communications Committee of MCCPS Board of Trustees to order on Thursday Jan 16, 2020 at 7:30 AM.

B. Record Attendance and Guests

C. Approve Minutes

Amy Leveroni made a motion to approve the minutes from December 19, 2019 Development Committee Monthly Meeting on 12-19-19.

Susan Hauck seconded the motion.

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

II. Development Committee

A. Event Planning

Doris presented plans for Event with ideas for

- Charter Hall floor plan, bars
- invitations

Discussed plans for timeline and music

Susan spoke about Maria's Gourmet and catering

Discussed types of drinks

B. Annual Fund

Peter discussed Annual Fund this year being folded into Anniversary Event when looking for sponsors and donations. Looking to develop professional materials to distribute.

Susan, Peter and Katherine met with marketing firms to phase in a partnership. Will start by promoting the annual fund and 25th event as one "ask"

Creating a page on our website for people to go to for the annual fund

Will follow up with previous donors to annual fund to ask again

C. Fundraising Event Calendar

Susan presented ideas for developing a calendar of all fundraising including the development committee, PTO, teachers, students. She is developing a Google Form that will go to Katherine to be sure complete and then to Peter for approval.

III. Other Business

A. PTO Spring Event

Will be family focused

Discussion ensued about PTO's role as fundraising vs community building

B. Ornament

Khazzie discussed final version of ornament and getting them ordered in time to sell at Exhibition 2

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 8:30 AM.

Respectfully Submitted,
Ellen Lodgen