APPROVED



MCCPS Board of Trustees

Minutes

Development Committee Meeting

Date and Time
Tuesday May 17, 2016 at 7:30 AM

Location
Marblehead Community Charter School

Committee Members Present

Committee Members Absent
Jan Brodie

I. Opening Items

A. Record Attendance and Guests

In attendance:
Starr Connor, Ellen Lodgen, Jan Brodie

B. Call the Meeting to Order

Ellen Lodgen called a meeting of the Communication & Community Relations Committee Committee of MCCPS Board of Trustees to order on Tuesday May 17, 2016 at 7:40 AM.

C. Approve Minutes

Minutes were approved as read. Star made the motion to approve.

II. Updates

A. Spring Gala April 8, 2016

The recent Spring Gala held at the Peabody Essex Museum on April 8, 2016 raised $36,175 gross. Expenses totaled $17,431 with the net income being $18,744.

214 people attended the event. The Ad book raised $20,050 with 61 companies participating.

Follow up is being done with the companies who gave funding to the ad book. The company names are up on our website in the development section thanking them for their support.

B. On-line Auction with Bidding for Good

The on-line Bidding for Good auction fundraiser currently is underway for one month (May, 2016)
The auction to date has raised $4,871 at its halfway point. We hope to raise around $10,000.

III. Development Committee

A. Review of the 2016-17 Development Calendar

The Development Calendar for 2016-17 was reviewed. One change was made to push the Big Quiz Thing up another weekend to November 19, from the original November 12 date, a conflict with the Veterans Day Holiday weekend.

The Development Committee will meet on a once a month basis, on the second Tuesday of the month.

Advanced publicity will go out to the School families about the Development Calendar and hold the dates for events.

The annual appeal will be pushed to go out earlier than last year (November)

Jan Brodie would follow up with the NCA regarding the establishing of a calendar planning meeting that would plug in the entire development calendar for the school.

B. Development Committee's Responsibility Going Forward

Tabled for another meeting due to the low attendance.

IV. Other Business

A. New schedule for Development Committee Meetings

It was felt that the committee should retain the format of every month to allow for continuity and updating of the development process.

The second Tuesday of the month should be established as the date for the meeting

B. Next Committee Meeting, Date and Time

The next meeting was scheduled for Tuesday June 7, 2016 at 7:30 am. It was suggested that this particular meeting be an end of year appreciation of the committee. A year end report would be made and the calendar for next year reviewed for committee edification. The meeting would conclude with breakfast and coffee and thanks for a job well done.

V. 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 8:40 AM.

Respectfully Submitted,
Jan Brodie