

Lewis Center Foundation

Meeting Minutes

March 6, 2017

1.0 CALL TO ORDER:

The meeting was called to order by Donna Siegel at 9:08 am

2.0 ROLL CALL:

Members present: Donna Siegel, Kevin Crosson, and Marcia Vargas

Members absent: None

Staff members Lisa Lamb, Teresa Dowd, Rena Payne, Wes Kanawyer, Valli Andreassen, Paul Rosell, Bud Biggs, Ryan Dorcey, and Pat Caldwell were also in attendance.

3.0 PUBLIC COMMENTS: None

4.0 CONSENT ITEMS:

.01 Approve Minutes of February 15, 2017.

On a motion by Kevin Crosson and seconded by Marcia Vargas, vote 3-0 Consent Item 4.1 was approved.

5.0 DISCUSSION/ACTION ITEMS:

.01 Plan fundraising

- Pat Caldwell shared attached Fund Development & Fundraising PowerPoint presentation.
- Pat Caldwell stated a lot of the statistics in the PowerPoint are from National Center For Charitable Statistics (NCCS.Urban.org), Non Profit News, The Foundation Center, and Urban Institute Fundraising Effectiveness Survey Report.
- Pat Caldwell shared a good online giving for the Lewis Center to look into is called Giving Tuesday. Giving Tuesday gifts were up 52% in 2013 over 2012. Pat suggesting the Lewis Center get in contact with Vicky Nagle from the Academy for Grassroots Organizations to get information regarding Giving Tuesday online fundraising. Pat passed out a handout from Network for Good, "The Digital Giving Index", which provided good information on how to set up online donations.
- Pat Caldwell suggested the LC Foundation Board do another fundraiser training meeting to share and discuss further ideas and planning.
- Teresa Dowd handed out a draft financial support letter for the Board to edit and review.
- Lisa Lamb agreed to take the financial support letter to Executive Team and ATM to edit and review.
- Marcia Vargas agreed to present the final draft of the financial support letter to the LCER Foundation Board and discussed monthly donations from the LCER Foundation Board.

.02 Draft/Script of public relations video

- Kevin Crosson shared the draft of the 3 minute video script for the LCER public relations video. The LC Foundation Board discussed and will revise the draft of the 3 minute video script.
- The LC Foundation Board agreed to finalize the brochure, financial support/sponsorship letter, the LCER Board support request, and the 3 minute video script before our next meeting on April 5, 2017.

6.0 **FOUNDATION MEMBER AND STAFF COMMENTS:** *(Foundation members and staff members may ask a question for clarification; make a brief announcement or a brief report on his or her own activities.)*

- Next Lewis Center Foundation meeting will be Wednesday, April 5, 2017, 9:30 - 12:30 in the gym conference room.

7.0 **RECOMMENDATIONS TO LCER BOARD:** None

8.0 **ADJOURNMENT:** Donna Siegel, Lewis Center Foundation Chair adjourned the meeting at 12:00 pm.

Respectfully submitted,
Rena Payne
Executive Assistant to the CEO