



Environmental Charter Schools

ECS Development Committee Meeting (Zoom Meeting)

Date and Time

Tuesday September 12, 2017 at 8:00 AM

Location

Zoom Call-In #: Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/797784622>
Or Telephone: +1 408 638 0968 (US Toll) Meeting ID: 797 784 622

Development Committee Members

Julie Vo - Co-Chair
Denise Berger - Co-Chair
Alison Diaz
Farnaz Golshani-Flechner
Cathy Creasia
Lindsey Jurca
Lucy Tseng

Guests

Alli Takido
Justin Thongsavanh

Development Committee Charter

- Partners with staff to develop sustainable, long-term financial resources to support the organization's mission and strategic plan
- Reviews and proposes plans for fundraising, including capital campaigns, grant proposals, individual giving, program giving, special events, and campaigns,
- Sets and reviews Board 'give / get' expectation

- Participates in planning, organizing, hosting and/or sponsoring fundraising activities
- Note: Committee is NOT responsible for raising money, but helps to ensure that funds are raised. Encourages all board members to participate in the process

Goals for 2017-2018

- Monitor and report progress on board of directors' individual commitment forms.
 - Monitor the success and support the execution of the fundraising plan
 - Review upcoming events, foundation proposals (for reference) and prospective funders/donors and make introductions as appropriate.
 - Ensures the board is equipped with the necessary tools and knowledge to support a culture of fundraising
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- Prospect individuals, strategies and resources to support fundraising and development goals

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

Agenda

Purpose Presenter Duration

I. Opening Items

- | | | |
|--|----------|---|
| A. Record Attendance and Guests | Julie Vo | 2 |
| B. Call the Meeting to Order | Julie Vo | 1 |

II. Review and Approval of Agenda

- | | | |
|--|-----------------------------|---|
| A. Motion to Approve the Agenda | Vote | 2 |
| B. Approve Previous Development Committee Meeting Minutes | Approve Minutes Julie Vo | 2 |

Development Committee Meeting Minutes from January 13, 2017 and August 9, 2017

III. Presentation from the Floor

- | | | |
|---|-----|---|
| A. Presentation from the Floor on Non Agenda Items | FYI | 2 |
|---|-----|---|

At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the committee. Non-English speakers utilizing translators will be granted six minutes to make a presentation to the committee.

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|--|-----|---|
| B. Presentation on agenda items | FYI | 2 |
|--|-----|---|

Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation. Non-English speakers utilizing translators will be granted ten minutes to make a presentation to the committee.

IV. Discussion Items / Updates

- | | | |
|--|-----------------|----|
| A. Report out on Action Items from August Committee Meeting | FYI Julie Vo | 10 |
|--|-----------------|----|

Action Items

- Cathy, Julie, and ECMSG new community liaison, Talia, will touch base about ways to engage with parents at Gardena site around development
- Denise will send board training info (DONE) <https://cnmsocal.org/>
- Denise to share her why at the next board meeting.
- Julie will ask Farnaz if she offer a fundraising training or know someone to implement or structure a training
- Julie will send out calendar invites for all committee meetings and calls

October 20: Career Day at ECHS <http://ecsonline.org/career2017>

November 4: Harvest Festival + Ribbon Cutting at ECMS-Inglewood

Upcoming tour dates: 8/17/2017, 8/29/2017, 9/12/17, 9/28/2017

B. CD Invites + Development Committee Goals for 2017-2018 Discuss Julie Vo 10

Career Day - October 20, 2017

- Career Day invites - who have you invited/ will you invite?
- Workshop Presenters Needed
 - **Work-Life Balance (Need someone)**
 - **Vision Boarding (Need someone)**
 - **Know Your Rights (Attorney, preferable POC)**

Development

- Any additional updates or leads to report

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- Ensures the board is equipped with the necessary tools and knowledge to support a culture of fundraising
- Prospect individuals, strategies and resources to support fundraising and development goals

C. Save the Date - Upcoming Events Discuss Julie Vo 1

ECHS Career Day on October 20 - recruit speakers!
 ECMSI Harvest Festival and Ribbon Cutting Ceremony on November 4 - plan to attend, bring friends!

D. 2017-2018 Development Committee Meetings Discuss Julie Vo 1

Please note. Everyone should have it in their calendars from google invite.

Development (2nd Fridays @8:00AM)

- September 12, 2017 (phone)**
- October 13, 2017 (in person)**
- November 17, 2017 (phone)**
- December 8, 2017 (in person)**
- January 12, 2018 (phone)**
- February 9, 2018 (in person)**
- March 9, 2018 (phone)**
- April 13, 2018 (in person)**
- May 11, 2018 (phone)**
- June 8, 2018 (in person)**

<https://docs.google.com/document/d/1-uvXDJP-h9Mv-YF7WuWYDK0X1pKRxOF9Wd4UtHZBw/edit?usp=sharing>

V. Action Items

A. Appreciations/Reflections FYI Julie Vo 2

VI. Closing Items

A. Adjourn Meeting

Vote

Time: