

Fund Development Agenda

Committee Name: Fund Development

Meeting Date & Time: Monday, October 24, 2016

Attended: Heidi Smith, Deb McClellan, Maggie Modjeski, Chad Anderson, Linda Digby,

Absent: Bob Peterson, Steve Volkman, Bill Reinarts

Next Meeting Date & Time: November 30th at noon

Date: 10/24/16	
• Development budget review- 2017	• Annual letter and campaign
• Action items (this could transition to the strategic plan)	•
• Fund development position-per Steve do we have a "plan"?	•
• Update on Starlight Stroll	•

Due to scheduling conflict, the Fund Development committee meeting was changed from Wednesday Oct. 19th to Oct. 24th.

Development budget review

Discussed the preliminary budget for 2017. The committee was concerned about the Development amount at \$35,000. Suggested dropping it to \$25,000. Will present to the finance committee and the board this suggestion.

Action items (this could transition to the strategic plan)

Committee discussed updating Action plan to reflect the 2017 dates and to use for Fund Development strategic plan.

Fund development position-per Steve do we have a "plan"?

Committee discussed taking this suggestion to the personnel committee. Personnel committee will review the job description. Heidi discussed that she spends at least 10 hours/ week on Fund Development details. This does not include Fund Development events such as the Starlight Stroll and the Golf Tournament nor does it include networking and the usual FD responsibilities of an Executive Director. This includes all bullets in the "Action Items for Fund Development Committee" as well as grant-writing and grant presentations.

Update on Starlight Stroll

Discussion of the addition of the Legion hall after party and soup meal.

Update on Funding opportunities/Grants

The Winona Community Foundation has not had a lot of applicants for grants. Maggie suggested that ORC apply for a grant for a specific project. Deadline is December 1, 2016. Heidi stated she would write the grant for a specific project at ORC.

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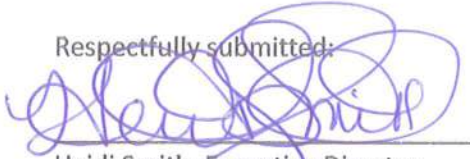
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Annual letter and campaign

Committee discussed the first draft of the letter and suggested revisions. Heidi stated she would make revisions to the letter and send it back out to the committee before sending it out to donors.

Respectfully submitted:


Heidi Smith, Executive Director