



Development Committee Meeting Summary

Monthly Meeting Date: Tuesday, March 9, 2021: 6pm – 7pm

Prepared by: Keishia Niblack, Board Member and Development Chair, 2020

Development Committee Members: Keishia Niblack, Tomika Jones, & Dr. Gavin Samms

Meeting Attendees: Keishia Niblack, Tomika Jones, & Dr. Gavin Samms

Development Committee Agenda

Development / Fundraising:

1. Board Giving
2. Identifying Development/Fundraising Consultant
 - a. Candidates for Consideration sent for review via email.
 - i. Once we select a candidate next steps:
 1. Get clear on the goals for this role.
 2. The budget available for the launch and for how long can we sustain the expense. (The recommended salary for the person we need is \$75K)
 3. How key board members and staff leadership will work with this role.
 - ii. Be prepared to share with the chosen candidate the following:
 1. What their goals and the timing expected to achieve them.
 2. Resources available to them to achieve: budget, volunteer leadership, executive leadership, tools, other consultant (CCA, CM,...)
 3. The style and expectations of their manager (Dr. Samms)

SUMMARY FROM DEVELOPMENT COMMITTEE MEETING

BOARD GIVING- Recommendations/Next Steps:

1. Confirm with Finance Committee the following:
 - a. Receiving Funds for Boys/Girls school in separate bank accounts.
 - b. Setting up a Foundations for Genesis
 - c. Does a foundation present more positive opportunity or outcome for Genesis?
 - d. Pros/Cons of receiving donated funds direct to the school or via a foundation.
 - e. Revising the current policy to reflect the above.
2. Testing the Donation Link on Genesis Website
 - a. Keishia conducted this test run and discovered the pay link was not connected to the PayPal account for Genesis and therefore would not accept a donation.
 - i. Dr. Samms is working on this.
3. Announce to Board at March meeting – Goal of 100% Board Giving FY 22 (June 30, 2021)

- a. Board members will receive an acknowledgement letter confirming their gift for tax purposes.

Identifying Development/Fundraising Consultant-Recommendations/Next-steps:

1. Follow up with Tracy Crump to gather feedback on what her recommended initial scope of work plan would be for Genesis with this new role.
 2. Keishia to follow up with candidates and let them know we are working toward finalizing the job description and getting the start for this position approved and we will follow up with them soon.
-