



Development Committee Meeting Minutes  
Wednesday, August 7, 2019, 3:30 - 5:00 p.m.  
300 N. Broad Street, Suite 207 - Service Conference Room

Present: Alison Hartman, Mark Stein, Carol Starr, Sabrina Pence, Claudia Barker,  
Alisha Johnson Perry, Courtney Pate

- 1) Claudia called the meeting to order at 3:34 p.m. and welcomed everyone. Alison moved to accept the minutes of the May 29th meeting as circulated, Claudia seconded, and the motion passed unanimously.
- 2) Claudia and Alisha reported on the year end fundraising report for fiscal year 2018-19, and the current fiscal year funds raised to date. Thus far, we have raised \$ 896,000 for 2019-20.
- 3) The committee reviewed its annual goals for the year.
- 4) Claudia and Alisha reported on proposals submitted and upcoming grant prospects. Discussion followed on potential new donor prospects.
- 5) Claudia and Alisha reviewed upcoming events for board members and donors, including events to introduce the new CEO, and the new Dinner After the Bell: Safekeeper Series planned.
- 6) Alisha reviewed the draft of the FirstLine Fundraising Policies. The committee suggested revisions and agreed to submit the final draft of the policies to the governance committee for review.
- 7) The committee reviewed the upcoming meeting schedule for the year and selected dates.
- 8) Meeting adjourned at 5:05 p.m. Next meeting is Wednesday, September 18, 2019 at 3:30 p.m.

Respectfully submitted,

Claudia Barker, Chief Development Officer