In Attendance: Lael Adediji, Stephanie Murray, Jodi Servatius, Alison Richardson, Rhonda Johnson, Ryan Guetersloh, Mark Almeida
Unable to attend: Simone Tureck, Diana Balgas, Susan Wageman, Amanda Madrid

Updates since our last meeting
1. Housing – priority for foster youth applies to those on the waitlist
2. Admissions
   a. Next year “potential” incoming students is currently at about 40
   b. Progress has been made with creating a survey to assess the resources needed from continuing students and can be used for incoming students
   In Progress
   c. Application process for next year’s incoming freshmen is going live soon.
   d. Lael will reach out to EOP admits who have indicated being foster youth.
   TO DO – Lael to consult with Ryan on appropriate questions
3. Brainstorming for ideas for an intake (to do) check list to assess
   a. Mental health (personal Background)
   b. Financial needs (money for books /financing tuition)
   c. Housing (for on and off campus students)
   d. Special accommodations for foster youth and what they may include

Fundraising
1. Grant: Potential pursuit of Andrus Family Grant.
   a. We will need to make additional contact with Susan Wageman to write a letter of inquiry by September.
   b. TO DO: Build a collaborative network for housing alternatives that engages programs such as Abode and ILSP. Both Mark and Jodi (Gill Zavala) have contacts.
2. Brainstorming for additional funding
   Connect with the following people for an RSP specific fund...
   a. Rotary “club” connections- Jodi
   b. Internal and external campaign with staff and faculty (Jodi)
   c. Retired faculty
   *We want to include program benefitting in the cause when soliciting potential donors so it is known exactly what program their money is benefitting
3. We MUST do a better job with stewardship. Need to develop a plan. Jodi will help
Renaissance Scholars

Events
4. Donor dinner or lunch
   a. Aramark or outside donations options so that all monies go directly to students
   b. Need to bring in Advancement to confirm protocol (for employee giving and future grants)

Scholarship
1. Renaissance has an endowment fund that grows interest. We can use the interest to award scholarships. The scholarships would be restricted to RSP students; we will likely give away 4 scholarships. There will be a March 31st deadline.
2. Award the scholarship at the EOP End of Year Ceremony
3. *WE NEED A COMMITTEE FOR READING SCHOLARSHIP APPLICATIONS*
4. Come up with the logistics for payments to those students that are graduating to receive their scholarship (need to consult with Rhonda and AVP of Development)
5. Require recipients to fill out thank you note (donor also needs proof for tax purposes)

Emergency Fund (create more structure) – students sometimes request financial assistance from the program.
1. Determine emergency criteria. What constitutes an “emergency”?
2. Use current students to help develop process
3. Develop committee to review to applicant process (Rhonda and Mark)
   a. Students have legal counsel-(transparency, consistency and maintain Records)
   b. More than one person to review applications
   *note: things in Cost of attendance must be reported to financial aid*

Lael's follow ups
1. Mark’s request for G.p.a. analysis for RSP students living on campus versus off campus
2. Contact AVP and (Jodi) regarding fundraising connections and grants
3. Rhonda and Mark are interested in being a part of the emergency fund application committee
4. Jodi is interested in “finding the money” for donor dinner, scholarships and e-fund

Summary
-Create and solidify a structure for the Emergency fund, process and committee
-Develop scholarship to benefit continuing students and possible graduating seniors
-Focus on courting new donors and process for properly stewarding current donors
-And creating more relationships for outside resources (alternative housing)
-Next meeting- 3rd week of April (after April 8th)