

CAL STATE EAST BAY EDUCATIONAL FOUNDATION

Development Committee Meeting Minutes
Thursday, November 17, 2022
via Zoom

IN ATTENDANCE

Patrick Devine
Hank Salvo
Evelyn Buchanan
Bette Felton
Rich Sherratt
Derek Jackson-Kimball
Johan Klehs

ABSENT

Cherrie Nanninga, Chair
Jack Acosta

STAFF PRESENT

May Hernandez, Director, Educational Foundation

1. **Call To Order:** Evelyn Buchanan, President of the Educational Foundation, called the meeting to order at 9:02am with a quorum present.

2. **Welcome Remarks:**
Evelyn led the meeting in Chair Cherrie Nanninga's absence. She stated that the last Development Committee meeting did not have a quorum, although the minutes from the May 19, 2022 meeting were reviewed at that time, we will be approving those at this meeting due to that circumstance.
 - a. **Approval of the May 19, 2022 Meeting Minutes:** The committee reviewed the minutes from the May 19, 2022 meeting. On motion duly made, seconded, and unanimously carried:
MINUTE ACTION: that the committee approves the minutes for the May 19, 2022 meeting as prepared.

 - b. **Approval of the August 18, 2022 Meeting Minutes:** The committee reviewed the minutes from the August 18, 2022 meeting. On motion duly made, seconded, and unanimously carried:
MINUTE ACTION: that the committee approves the minutes for the August 18, 2022 meeting as prepared.

Motion by: Johan Klehs Seconded by: Derek Jackson Kimball Motion: Passed

3. Development Update:

Evelyn reviewed the fundraising report as of October 31, 2022. The goal for this fiscal year is \$6M, we have new pledges & cash of \$1.9M raised already, with \$2.7M total raised, and we have raised more thus far than we were at this time last year. We are also up 10% on the previous year for donor count.

For major giving, our overall dollar amount raised is strong, but we would like to see more visits. We are currently building the Development team up, and hope that with our new staff members we can increase these numbers.

For Annual Giving, we are down in dollars but up in donor count. Giving Tuesday is coming up soon, so we hope to have a successful day of giving. Additionally, we are trying to fill the Director of Annual Giving role, and again hope this development staff members can help us increase our totals.

4. Vice President's Report:

- a. Evelyn provided a presentation on the Gift Acceptance Policy updates per the committee's request. She went through the changes to the policy and answered the committee's questions.

Approval to Move the Gift Acceptance Policy to the Board of Trustees for Ratification:

The committee reviewed the Gift Acceptance Policy to the Board of Trustees for ratification. On motion duly made, seconded, and unanimously carried:

MINUTE ACTION: that the committee approves the Gift Acceptance Policy to the Board of Trustees for ratification.

Motion by: Johan Klehs Seconded by: Patrick Devine Motion: Passed

- b. **Staffing Update:** Evelyn reviewed the open Advancement positions with the committee and discussed her plans to hire the Development staff that are needed in Advancement.

ADJOURNMENT

There being no further business to discuss, Evelyn Buchanan adjourned the meeting at 9:47am.
Dated: November 17, 2022

Cherrie Nanninga, Chair

Recorded by May Hernandez, Director, Educational Foundation