

## ADVANCEMENT BOARD MEETING

Thursday September 16, 2021 – 7:00 to 8:30 PM

### AGENDA

In attendance – Tricia, Sean, Mike, Tom, Craig, Meghan, Bill, Chris, Mark (via phone), Mallory, Shannon Perrino, Alan

**I. OPENING PRAYER**

**II. OLD BUSINESS**

- A. Approval of August 2021 Minutes – Approved

**III. COMMITTEE UPDATES**

A. Finance Committee – Bill Feind

- Reviewed endowment fund / 3 buckets
- \$18.2mil a/o 6/30/2021
- Golf outing has raised \$711,210 since 2010/2011 school year, not including 2021

\$50-60k Moser contribution remains after this year

- a. It would be ideal to not draw it down

\$40k was being budgeted for golf outing

- a. Portion is allocated to tuition assistance and portion to school ops

- Reviewed Annual Fund Drive

Need to ensure messaging equals reality  
Make communications more clear going forward

Historically, large expenses (\$82k-\$147k) involved with only 38.5% of donations actually benefiting school

B. Annual Fund – Meghan Russell

- In the past, donors could elect to have funds allocated to a specific endowment budget
- Communication in 2021 should be “delicate but clear”
- Meghan’s suggestion was to elect that all funds go towards the Teachers bucket since 93% of donors in the past have chosen that they would like their donations to be allocated here

We can communicate that this is how we attract and keep good teachers

- Tricia preferred to have funds go towards a specific project  
Elementary school lacks aesthetics  
Funds could go towards new flooring

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- Mike noted that the Annual Fund historically was to benefit the endowment fund
- Need to finalize the cause

C. RNL / Database Update – Craig Bennett

- Pat has been very busy with the golf outing but will be able to focus on database and annual fund soon
- RNL process is finished
- Craig to reach out to Joe S regarding his families efforts in recording contact info from Queen of Hearts

D. Golf & Donor Appreciation – Mike

- Preliminary revenue from golf outing was \$75k-\$80k  
Doesn't include donations directly made to Empower or Moser
- 2021 was sold out
- Numbers are still being finalized
- Higher expenses expected in 2021 due to more golfers, upgraded dinner option, etc

E. Communications – Sean Farrell

- Working on personalized thank you letters for golf outing donors
- Timing for annual fund will be Thanksgiving until fiscal YE (6/30)
- Will send out golf outing wrap up email thanking sponsors possibly with picture of trophy with winners' names engraved (Alan to work on this)

**IV. OTHER BUSINESS**

A. School Board Update – Mike Leitner

- Reviewed recent school board meeting  
Reviewed budget, high enrollment numbers  
Construction is going slower than hoped due to supply issues  
Preschool is completely finished and operating  
Athletic Board gym project is finished  
New alumni association
- 1. Intentions of posting minutes
- 2. Post to school speak
- 3. Increase supplemental income
- 4. Stop the step-tier
  - a. School board is discussing and will vote

**V. PRINCIPAL COMMENTS**

- Golf Outing was a big success, thanked all involved

**VI. NEW BUSINESS**

A. Review the Constitution

- Read through it before next meeting

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- B. Committee Assignments
  - All assigned
  - Mark to work on Constitution and communication
  - Chris to work on donor appreciation and be a liaison between AB and new alumni association
- C. Ipads for golf outing and non-school usage
  - Buy for admin usage?
- D. Life Insurance and Trusts
  - Tom recently discovered that SSPP is the bene of 3-4 life insurance policies
  - At least 2 families have SSPP as a beneficiary of their estate
  - Craig mentioned improving our messaging regarding these options as well as donating highly appreciate stock

**VII. CLOSING PRAYER**

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