

**Veterans Services Foundation Board of Trustees**  
**Development Committee Electronic Meeting**  
**November 17, 2020 at 10AM**

**AGENDA**

- I. Opening, Roll Call, Quorum Determination
  
- II. Approval of Agenda- *Committee Chair, Robin Beres*
  
- III. Unfinished Business
  - a. Introduction and welcome to new committee members, *Committee Chair*
  - b. Discuss Veterans Day Mailer, *DVS/VSF Staff*
  - c. Discuss donation total for FY21, *DVS/VSF Staff*
  - d. Creation of the Development Committee Plan, *Committee Chair*
  - e. Other unfinished business
  
- IV. New Business
  - a. Recommend Approval of Development Plan, *Committee Chair*
  - b. Other new business
  
- V. Public Comment
  
  
- VI. Adjournment

**Development Committee Meeting  
Veterans Services Foundation Board  
November 17, 2020  
10:00 a.m. – 11:10 a.m.**

A meeting of the Veterans Services Foundation Board of Trustees Development Committee Meeting was held on Tuesday, November 17, 2020 virtually via zoom.

**Development Committee Members Present**

- Ms. Robin Beres (*Dev Chair*)
- Mr. Allan Burke (*Dev Asst. Chair*)
- Ms. Nicole Carry
- Mr. Kyle Craig
- Mr. John Lesinski (*VSF Chair*)
- Dr. Jarris Taylor, Jr.
- Ms. Valerie Zimmerman

**VSF Staff Present**

- Ms. Erin Green, *Operations Manager*

**DVS Representatives Present**

- Ms. Jordan Stewart

**Materials Distributed and Attached**

- **Development Meeting Agenda (*Attachment 1*)**

**Opening Remarks**

Chair Robin Beres welcomed everyone and called the meeting to order at 10:00 a.m.

**A roll call vote was taken and a quorum was determined.**

**Approval of Agenda**

Chair Beres called to approve the meeting's agenda. Valerie Zimmerman moved to approve today's agenda. Nicole Carry **seconded** the motion. A roll call vote was taken and the motion passed unanimously.

## **Unfinished Business:**

### **A. Introductions New Committee Members**

Chair Beres welcomed everyone to the Committee and allowed the members to introduce themselves.

### **B. Discussion of Veterans Day Mailer**

Jordan Stewart stated 3,967 Veterans Day Mailers were sent out and donations have started to come in. The Committee discussed the best way to reach potential donors. This may include creating an easily accessible envelope for the Board Members to have to give out to potential donors.

### **C. Discussion of donation total FY21**

DVS staff stated from July 1, 2020 to November 17th, 2020 we have raised a total of \$45,392.90. From July 1, 2019 to November 17, 2019 the donation total was \$70,196.95. Board Chair Lesinski noted that he was scheduled to receive a check from MOAA, but the presentation was rescheduled. That check would greatly close the gap between 2019 and 2020 donation totals.

### **D. Creation of Development Committee Plan:**

Executive Director Boughey compiled a list of corporations that she believes could make up the Development Committees FY21 plan. Chair Beres agreed that VSF Operations Manager, Erin, would distribute the list of corporations to the Committee to review by November 20, 2020.

The Committee discussed providing their contacts to staff so they may be included in distribution efforts.

The Committee discussed the upcoming Giving Tuesday strategy and that staff will be sending templates for committee members to use if needed.

Board Chair Lesinski asked staff to create a document with all of the committee's efforts to present to the committee soon.

## **New Business**

It was determined that there is no new business to address at this time.

## **Public Comment**

Chair Beres asked if there were any public comments. No members of the public were present to comment.

## **Adjournment**

The meeting adjourned at 11:10AM

Chair Beres made the **motion** to adjourn the meeting and Mrs. Valerie Zimmerman **seconded** the motion. There was no discussion and the motion passed unanimously. The meeting adjourned at 11:10 a.m.