

Development Committee Minutes
October 13, 2021 1530 - 1630
Via Zoom Conference
Meeting minutes revised on November 10, 2021

Committee Members

Brittany Faber, Member
Chuck Smith, Board Member
Peter Hilts, Board Member

Guests/Staff

Iain Probert, *Director of Strategic Partnerships*, Lead Staff Advisor
Sarah Bunch, *Donor Relations Manager*, Staff Advisor
Karla Probert, *Executive Assistant to the ED/CEO*, Acting Secretary

Excused Absences

Sam Adams, Chair
Martha Johnson, Board Member

Opening

Iain Probert opened the meeting at 1530 with prayer. Roll call. Karla Probert, new Executive Assistant to the ED/CEO, introduced herself. Iain offered thanks to Chuck Smith and Peter Hilts for attendance and assistance at ReStore Northeast Grand Opening.

Review of Minutes

Due to continuing staff vacancies across the Development team, meeting minutes for September 2021 were not produced. Karla Probert will take meeting minutes until new Donor Relations Specialist is employed and onboarded. Positive feedback by Chuck Smith and Peter Hilts on RSNE Grand Opening event, facility, and team effort.

Review of FY 22 Contributions: September and FY 'to date' – Iain Probert

- Dashboard financial overview provided before meeting
- September concludes first quarter of this fiscal year
- Looking good on corporate side, largely because of the Thrivent "farewell money" of \$60K
- However, the \$120K included in the budget will no longer be forthcoming, thus there is a \$60K delta to be made up

ReStore Fundraising Update – Sarah Bunch

- \$17K raised to date
- Whatever has not yet been donated, will be added to the 12-Days of Christmas wish list

A Donor Bill of Rights – Iain Probert

- Read through and explicated the "Donor Bill of Rights" (produced by the Association of Fundraising Professionals, et al), especially how it pertains to PPHFH

2021 End of Year Funding Campaign – Sarah Bunch

- Over the course of these five appeals, goal is to raise \$100K
- Sarah explained the dates, campaign types and platforms, and fiscal goals* of each year-end appeal. She further made the case of the importance of creating an "emotionally evocative" narrative and ways through which to "keep donors connected to the mission" throughout a period of potential donor fatigue and distraction. * See Agenda for fiscal goals. Sub-bullets outline some further pertinent details.

- Year-End Mail Appeal
- Giving Tuesday Appeal
 - Ent offering matching donor gift of \$5000, thus already \$1000K over corporate goal **(This should be \$1000 over corporate goal; corrected on November 10th)**
- Gingerbread Home Build
 - Goal of 35 builders in '21, compared to 19 in '20. New Faith in Action Program Manager hoping to engage upwards of 10 faith institutions
 - Discussion initiated by Chuck Smith and Peter Hilt about need for greater engagement with local military community to support Veteran's Builds/Repairs. Peter will facilitate a meeting with D49 military liaison, Kris, and Iain
- Colorado Gives Day Appeal
 - The ability to begin scheduling donations available on November 1st
 - Hosted through the "Community First Foundation", allowing donors to select PPHFH
 - Donations will be matched by ANB Bank, but the amount has yet to be determined
- 12-Days of Christmas Appeal
 - Donations will fund operational items to support the Business Office, ReStore, and Construction
 - Development will add to the wish list a portable public address system
 - Discussion initiated by Chuck about finding other revenue streams such as gift-in-kind and possible donations of large equipment (forklift, scissor lift) and other vehicles. Some procedures and processes are already in place, others will need to be worked through Jeff directly

35th Anniversary Celebration – Iain Probert

- Overview of the event: date (October 28th), time (5:45 to 8:00 p.m.), location (The Pinery on the Hill)
- Reminder to RSVP as soon as possible, as capacity is limited

Sam's Dream Time – Iain Probert

- Iain solicited comments; none offered from the Committee participants

Final Comments/Requests

- Request by Chuck to add "Planned Giving" as the key topic for the November Development Committee meeting. This will be facilitated by Chuck and Peter
- Peter asked to include in a future meeting (in 2022) a discussion of the idea roughly sketched during the Board Retreat last month, viz. significantly upscaling the Gingerbread Build concept into a "gala"

Closing Prayer - Chuck Smith

Meeting adjourned at 4:41 p.m.

Next Meeting: Wednesday, November 10th 2021 at 3:30 p.m. viz Zoom with key topic being Planned Giving