

DEVELOPMENT COMMITTEE

Meeting Agenda

DATE & TIME: WED OCT 17, 2018 at 3 PM

LOCATION:

Center for the Inland Bays

39375 Inlet Road, Rehoboth Beach, DE 19971

Meeting called by: Mike Dunmyer, Committee Chair

Attendees: Susie Ball, Chris Bason, Mike Dunmyer, Richard Mais, Anna Short, Ken Sigvardson



DELAWARE CENTER FOR THE
INLAND BAYS
Research. Educate. Restore.

AGENDA ITEMS

Call to Order: 3:05pm

Introductions

Meeting Agenda Review

Approval of Previous Meeting's Minutes

Old Business

Annual Development Plan -- Chris and Mike. (30 mins)

Development Staff Structure -- All. (15 mins)

Annual Appeal Goals and Process: Presentation and discussion of needs of members -- Chris. (10 mins)

- the Center is seeking to increase total donations from annual appeal by 60%, producing a fundraising goal of \$58,080.

- to achieve this, the Center will send out approximately 1500 appeal letters on November 15, 2018.

- Members of the Board and Development Committee have been asked to produce 5 names that can be added to annual appeal lists. Anna will be sending out a spreadsheet in which members have been instructed to indicate who they would like to write personalized notes for, as well as suggested changes and deletions.

James Farm Master Plan Implementation and Development Update -- Chris. (5 mins)

- the Center was awarded \$67,000 through the ORPT grant.

- Preconstruction kick-off meeting to take place October 29th.

- Phase 1 construction could begin in as early as two weeks, though the timeline is dependent upon outcomes of the preconstruction kick-off meeting.

- The Center will begin planning a groundbreaking ceremony, perhaps in conjunction with the Bethany-Fenwick Chamber of Commerce.

Development Committee Membership: each committee member to report on progress to bring two potential members each to the committee -- All. (5 mins)

- Reviewed process of assigning new members to the Development Committee.
 - A. Short to create document for distribution to members
- R. Mais and M. Dunmyer to follow-up with Heather DeMarie regarding interest in joining.
- Prospects G. Talley and S. Montgomery have been away on travel. M. Dunmyer to follow up upon their return.

Board of Directors Membership: review of board member recruitment plan developed at last meeting -- All. (5 mins)

- Reviewed Board of Directors recruitment table:
 - Robert Tunnell Jr. on hold as prospective BOD member. Plans to make in-kind compost donation request for the JFMP.
 - Scott Kammerer contact by A. Short regarding interest in learning more about the Center. Awaiting response.
 - Tom Brett added to list as a prospect.

25th Anniversary Gala Update -- Chris. (5 mins)

- S. Ball to chair special event committee. Will work closely with A. Short.
- S. Ball to book Kings Creek Country Club for Friday, 9/27/19.

Holiday Party -- Chris et al. (5 mins)

- Still in the early planning stages. Venue not selected. Planning meetings in the weeks to come.

New Business

Adjourn 5:00pm