



**PCCS Board of Directors
COMMUNICATIONS/PUBLIC RELATIONS
& FUNDRAISING COMMITTEE
Minutes**

**Monday, April 5, 2010
7:00 PM**

**Kennicott Building
1531 Jones Point Road
Grayslake, IL 60030
Approved May 3, 2010**

Discussion Items

Grant Reports

Applied for seven in the last quarter, four written by Sarah Kirch. Rejected by two. Got the field trip grant of \$11,000, this is an annual grant, classroom gardens grant by Chris Hershiser. Five more planned for this year.

Quarterly status report on fundraising plan

Sarah presented newsletter and packets for donors. Well done!

Auction was very successful with a 24% increase over last year with \$29,523 with some matching gifts still to come.

Research on new prospects

Earth Day Cards will be sent for Earth Day.

Focus Groups going well. Report will be ready for late June and can be used for next strategic planning meeting.

Pancake Breakfast has a large committee.

Prairie Pedal -we are providing volunteers and we should leverage this partnership.

Possible Lake County Fielders night.

Rummage Sale is May 20-22.

Applications are being developed for next year's fundraising calendar.

Sarah Kirch needs the rest of graphics from David Vik--footprints etc.

Review Proposed Amended Policy 900.1 – Fundraising

Propose that it be rewritten.

Review Proposed Amended Policy 900.3 – Maintenance/Accountability of Donor Records

Add bookkeeper, and board members on a case-by-case basis or head of CPR&F committee and move it forward. Or two tracks - parent track and non-parent track.

Bring them both back next month.

Review Minutes of Previous Committee Meetings

Public Comment

More website training needed. Point person needs to be established and a date set for launch. Dr. Eric Hebert has offered to do more training and guidance. Time and date for content development needs to be set.

Action Items

- Recommend Forwarding Proposed Amended Policy 900.1 – Fundraising
- Recommend Forwarding Proposed Amended Policy 900.3 - Maintenance/Accountability of Donor Records
- Approve Previous Meeting Minutes

Steve Achtemeier moves, seconded by Dr. Eric Hebert

Future Agenda Items

- Need a launch date for the website. Need a peer review established and role division.

Adjourn

Steve Achtemeier made a motion to adjourn, seconded by Jeff Werfel at 8:45 p.m.