



AD HOC FUNDRAISING COMMITTEE MEETING
Wednesday, June 21, 2017, 10 a.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610

Conference Call Number:
727-233-8291 ext. 807

Committee Members Present: Kathleen Casper, Robin Napier, Jessica Weightman

Committee Members Present via Phone: None

Coalition Staff Present: Jim Farrelly, Jak Jakubauskas, Sarah Mai

Others Present: Neil Thompson

I. Welcome and Call to Order – Mr. Jim Farrelly

Mr. Farrelly called the Ad Hoc Fundraising Committee meeting to order at 10:15 a.m.

Mr. Farrelly explained because Coalitions receive federal funds, they are required by the state to raise a 6% match of those federal funds which is about \$360,000 for this Coalition. To date, the Coalition has raised approximately \$40,000. Event planning is done to raise funds.

Mr. Farrelly explained the state's total 6% match is met by combining all match funds raised by each of the Coalitions as several of the larger Coalitions raise substantial funds.

II. Selection of Chair

Mr. Farrelly explained that Mr. McHugh has chaired this committee; however, now that he is Board Chair, a new committee chair must be chosen. There are no responsibilities with this position other than chairing the meeting.

Ms. Casper moved to nominate Ms. Weightman as chair and Ms. Napier seconded the motion. As there were no other nominations from the floor, Ms. Weightman accepted the nomination. All were in favor with no abstentions and the motion carried.

III. Review/Approval, Minutes from April 19, 2017 Ad Hoc Fundraising Committee Meeting

Ms. Casper moved to accept the minutes of the April 19, 2017 Committee meeting as presented and Ms. Weightman seconded the motion. All were in favor with no abstentions and the motion carried.

IV. Updates/Discussion, Upcoming Event

- **Spelling Bee**

Ms. Weightman explained the Spelling Bee is being planned to raise funds. It will take place at the Rotary Pavilion on State Route 52. The emcee will be Mr. Mike Fasano. She stressed that volunteers will be needed to obtain auction items for the silent auction and pieces of children's art work will be requested from local child care providers. The goal of this event is to raise \$15,000.

Ms. Weightman continued explaining there will be teams of four (4) spellers and cheats will be able to be purchased by teams to keep them in the competition. Food and beverages will be provided by Mr. McHugh and his family who will also serve as bartenders. The event needs to procure sponsors/volunteers and raffle prizes.

Mr. Farrelly stated he would send a personalized letter to the participants of the first Spelling Bee and a sponsor letter will be sent out to Coalition contacts in early July. Ms. Mai will also add a "save the date" to the community calendar on the website and will add the event to social media.

Ms. Casper inquired about information tables for non-profits or corporate sponsors at the event. Ms. Weightman stated that tables could be arranged for \$100 and would include two (2) dinner tickets. Discussion followed on tables for sponsors and to include "Ask about special and non-profit table prices" to the flyer. A \$75 table price would be made available to non-profits and include two (2) dinner tickets.

The Committee also discussed including "team participation optional" on the flyer to encourage spectators and for corporate sponsors that may decide to also host a table, include "company banner may be displayed at the Bee or at corporate table".

Ms. Weightman suggested distributing the sponsor letter on or about July 17, 2017. Mr. Farrelly stated that Ms. Mai will update the Spelling Bee forms and forward to the Committee. He will also begin to add information about the Spelling Bee to his regular emails to the Board.

Ms. Weightman stated that a list of attendees will be required at the registration tables. This will be provided by Ms. Jakubauskas or Ms. Mai.

The Committee discussed obtaining random items for raffle prizes to encourage the purchase of raffle tickets. Ms. Weightman suggested obtaining ten (10) raffle prizes and at least ten (10) items for the live auction. Ms. Casper suggested raffling off admission tickets to the Coalition's upcoming Early Learning Conference. Ms. Casper also reported that her contact will have a silent auction with sports and entertainment memorabilia. Ms. Weightman stated that five (5) pieces of framed children's art will also be auctioned off.

V. Schedule Next Committee Meeting Date

The next meeting was scheduled for Wednesday, July 19, 2017 at 10 am.

VI. Public Input

None.

VII. Adjournment

This meeting of the Ad Hoc Fundraising Committee was adjourned at 10:57 a.m. without further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas,
Administrative Assistant I