



**AD HOC/MATCH COMMITTEE MEETING MINUTES**  
**Monday, October 15, 2012, 4:45 p.m.**  
**15506 County Line Road**  
**Spring Hill, FL 34610**

**Board Members Present: Patrick McHugh, Chair; Bonnie Clark, Jim Cook, Gus Guadagnino**

**Committee Members Present via Phone: Ann-Gayl Ellis**

**Committee Members Excused: None**

**Staff Present: Danielle Berche, Jim Farrelly, Jak Jakubauskas, Betsy Kier, Katie Nelson**

**Guests Present: None**

**I. Welcome and Call to Order**

Mr. McHugh called this meeting of the Ad Hoc/Match Committee to order at 4:35 p.m.

**II. Review/Approval, Draft Minutes of September 17, 2012 Meeting**

Mr. McHugh requested a motion to accept the minutes of the September 17, 2012 meeting as presented. Mr. Cook so moved and Ms. Clark seconded the motion. All were in favor with no abstentions and the motion carried.

**III. Update, November Wine Tasting Fund Raiser**

Mr. McHugh stated that he has sold ten (10) tickets to the event and a musician has been lined up. Ms. Nelson informed the Committee that four (4) tickets have been sold via the website.

Mr. Farrelly informed the Committee that for the silent auction, an 18-bottle wine refrigerator has been donated as well as other wine and cheese related items including cheese to be served as appetizers during the event. He stated that Friday's "Bits and Pieces" to the Board will include a more direct invitation to the wine tasting.

Ms. Clark inquired if the Board members could solicit items for the silent auction and Mr. Farrelly replied that items such as gift certificates to restaurants would be welcome. Ms. Ellis inquired which lists were used for the recent mailing that included a wine tasting flyer. She was informed it was the Hernando, West Pasco and Dade City chamber membership lists and approximately 1,600 letters were sent.

Ms. Nelson informed the Committee that announcements for the wine tasting have been published in the local papers and, as local radio stations are obligated to do a number of PSA's, Mr. Guadagnino will speak with his contact at 106.3 FM radio.

#### **IV. Review, Plan of Action**

Ms. Kier informed the Committee that the plan was missing a key element. The Coalition's Match Solicitation Policy states that quarterly give back nights will be held at local restaurants. This item needs to be added to the Plan of Action or the policy itself must be amended.

Mr. McHugh agreed that "Give Back" nights should be included. Ms. Kier stated that Chili's and Ruby Tuesday have both hosted events for the Coalition in the past. Other restaurants that host events are Texas Roadhouse and Applebee's.

Mr. Guadagnino suggested having a thank you card to present to people as they enter the restaurant explaining who will benefit from the give back event.

Ms. Nelson explained the format of the current Plan of Action. Mr. Farrelly stated that Coalition staff does not have the time to fundraise and the Coalition is not able to hire a Development Director. Mr. Guadagnino inquired if there is a list of the companies that service providers utilize such as Kaplan, Toys R Us, etc. that could be targeted as potential sponsors of future events. Mr. Farrelly explained the Coalition works with two (2) suppliers very closely and they have been generous to the Coalition. He stated the Coalition's Mobile Outreach Vans carry new items from these suppliers to market them to the child care centers, in effect, acting as unpaid sales representatives.

Mr. McHugh stated that each child care center has suppliers and they need to be recognized as potential sponsors. Ms. Jakubauskas suggested creating a list of vendors from the receipts submitted by providers for the Quality Incentive awards.

Mr. Guadagnino suggested that the Board lacks a unified look at events and suggested the purchase of Coalition shirts so the public would easily recognize Board members.

Ms. Clark suggested changing the "Who will plan and execute?" column on the Plan of Action to "Chair and Volunteers or Committee Members", and stated this plan was a good start.

Ms. Berche volunteered to contact area restaurants for the "Give Back" night and Mr. Guadagnino suggested writing a personal letter to the Board members with the Committee Chair's signature and a list of the Committee members to encourage them to purchase four (4) tickets to the wine tasting event. The letter should be followed up by a phone call. The Committee agreed to send a letter to the Board.

**V. Public Input**

None.

**VI. Schedule Next Meeting Date – Wednesday, November 14, 2012**

Ms. Berche explained the next meeting of the Ad Hoc/Match Committee has been scheduled for Wednesday, November 14, 2012 at 4:45 p.m. due to the Coalition being closed on Monday, November 12<sup>th</sup> due to the Veteran’s Day holiday and Tuesday, November 13<sup>th</sup> is the wine tasting event.

**VII. Adjournment**

Mr. McHugh requested a motion to adjourn this meeting of the Ad Hoc/Match Committee. Ms. Clark so moved and the meeting was adjourned at 5:05 p.m. without further discussion.

Respectfully submitted,

Ramute “Jak” Jakubauskas  
Administrative Assistant