



Agenda

Sept 1st, 2020

6:00pm

[Zoom Link](#)

Meeting ID: 810 1057 4597

Password: 6nWBCY

The Inspire Foundation is a private tax-exempt organization tasked to garner funds to support capital projects and ongoing programmatic needs of Inspire School of Arts & Sciences located in Chico, CA.

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|--|-------------|
| 1. Welcome/Introductions | 6:00 |
| 2. Director's Report | 6:05 |
| a. Development Director costs can be covered by state grant | |
| b. Update on Foundation Supporter (4 people signed up, goal: 8/month) | |
| c. Update on monthly giving (56, goal: 400) - \$1,428/month | |
| d. Volunteer Meetings & Capital Campaign Meeting | |
| e. Intern introduction | |
| f. \$1000 for Production Team for advertising - Need discussion/approval | |
| 3. Letter to the Editor - Dan | 6:10 |
| 4. Foundation Engagement | 6:20 |
| a. Capital Campaign - Jennifer Spangler | |
| i. Present marketing packet | |
| ii. Donor wall presentation | |
| b. Networking, Referrals - Tam Le (On vacation) | |
| c. Grant Writing - Celeste Cramer | |
| d. Events - Celeste Cramer | |
| i. Pledge Drive - Oct 2, 2020 | |
| e. Angel Network - Sam Gronseth | |
| f. Staff Appreciation/Retreat - Dan La Bar | |
| i. Seeking to partner with student government on appreciation days | |
| g. Scholarship Fund - No Report Until 2021 | |
| h. Program Mini-Grants - NONE | |
| 5. MOU Extension - Dan | 7:10 |
| 6. Add Celeste as signer on Bank Account - Sam | 7:15 |

7. Revised Budget - Celeste **7:20**

8. Contract Approval: **7:25**

- a. Canva Cloud Contract (Salesforce Volunteer Software Set Up) - \$1800/one-time - Celeste
 - i. Setting up a volunteer portal where volunteers can see what it is needed, log hours. Etc.
 - ii. Automatic emails thanking volunteers and reminding them of what they signed up for
- b. Grant Writer Stipend (Heather Fox - first choice) - \$600/month - Celeste
 - i. 3-5 grants submitted per month
 - ii. Track reports and grants in Salesforce
 - iii. Research grants and update Salesforce with dates
 - iv. Provide monthly reports (via PDF) to Board

9. Agenda items for October **7:45**

10. Next Meeting - Tuesday, October 6th, 2020 **7:50**

11. Adjournment

TEAMS

Team Function	Foundation Rep(s)	School Rep(s)	Parent, Alum & community Rep(s)
School/Foundation liaisons	Celeste Cramer, Dan La Bar	Becky Brown	N/A
Capital Campaign, Major gifts (\$5k+)	Celeste Cramer, Jenny Spangler		
Networking, Referrals, small gifts (>\$5k) & Intern recruitment	Tam Le, Casey Taylor, Georgie Bellin	Eric Nilsson	?
Grant Writing	Celeste Cramer	Becky Brown, Ron Pope	Heather Fox
Foundation & School Events, Procurement (Neverland Ball, Grad Nite, etc.)	Celeste Cramer, Dave Elke, intern(s)	Ken Hardy	Ellen Narita (Sober Grad)
Angel Network	Sam Gronseth	Counselors	Julie Nilsson
Teacher Appreciation & staff retreat	Dan La Bar	Brittney Hawkins	Mike Antongiovanni

Scholarship Fund	?	School Counselors	Caryl Brown
Program mini-grants	?	?	?