# Impact 100 Redwood Circle

# Leadership Team Meeting Minutes

Tuesday, April 10, 2018; 11:30 a.m. to 1:30 p.m.

Community Foundation Sonoma County, 120 Stony Point Rd., Ste. 220, Santa Rosa

# In Attendance:

Melissa Kelley, President

Susan Milstein, Second Vice President

Sharon Beckman, Secretary

Suzy Marzalek, Impact Grant Committee

Judy Farrell, Membership Committee

Charlene Staples, Membership Committee

Jan Houts, Communications Committee (formerly the Marketing Committee)

Jan Gilman, Impact Grant Liaison Committee

Kristin Nelson, Impact Grant Liaison Committee

Ina Chun, Community Grants Committee

# Opening Discussion

# --many accolades to the Grant Liaison Committee for the April 4 Membership Meeting presentations by Voices and Food 4 Thought

--presentations confirmed the ***impact*** of our grants

--both agencies have been changed by our grants

# Wild Apricot Update

--checked with several consultants to determine range of costs (aver: $30/hr)

--Impact 100 Sonoma is also implementing Wild Apricot and pays a consultant $30/hour for 40 hours a month for interfacing with WA and other admin tasks

--Next steps: determine an Impact 100 RC member to act as Project Manager; meet with committee chairs to data field definitions; hire a consultant

--A member noted that Helga might be interested in taking on the role of Project Manager and overseeing the consultant

***--*** Melissa will be in touch with Helga

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Communications/Marketing Report

--members of Jan H’s team will call members to gauge satisfaction with updates

--the Leadership Team agreed with Jan’s proposal to change the name of the committee to Communications

--Committee will design the membership flier that Membership Committee created (Judy would like for her May 24 meeting)

--Facebook is important, and we need a presence there

--67% open the newsletter which is very high

# June 20 Membership Meeting

--announcement of the meeting to membership can be sent out through Constant Content

--recipients will be broadened to recent former members and potential members.

--let’s have better coordination so that Events Committee is anticipating correct attendance

--Susan Milstein will stand in for Melissa who will be at a family reunion

--5 grantees from 2017 will give their reports (need strict time guidelines)

--5 new grantees will be announced

--tables will be identified by non-profit so members can engage with them

--Ina asks for tabling to be >30 min and Melissa indicated that would be fine

--Ginger will know if there’s money in the budget for signage at the tables representing the 10 grantees

--may ask the organizations to provide their own tabletop signage along with promotional materials

# Meeting with Impact 100 Sonoma

--Judy met with GeraVaz and Mary Marcussen

--they have three co-presidents—one for grants, one for governance, one for membership— to share the responsibilities for meetings

--they have 300 members and award two impact grants

--regarding recruitment, they tap members or companies for sponsorships for younger women

-- <40 limit of two years

--a panel of people who look at applications

--Melissa thinks we can get donations from our members to sponsor those who would give us younger and a more diverse membership

# October Membership Meeting

# --Scottish Rites is confirmed for Saturday, October 6

# --we will hear the presentations of the final three grantee and vote on the winner

# --this is also when we elect new officers--we can decide whether to do that at this meeting or prior

# --we can announce if there are any changes in governance (such as giving money to runners up)

Grants for Impact 100 Runners Up

--Melissa reported on an initial meeting by the Leadership Team where they decided not to give money to runners up and membership ratified it.

--at that time, we didn’t give Community Grants

--we are revisiting this idea as other organizations give such compensation

--one suggestion was that all three finalists will get $10K and the Impact-100 grantee would receive an additional $90K

--a member brought up the bigger picture on growth—what happens when we have $200K+ members?

--awards to finalists will be determined in time for the October Membership meeting so will go on next month’s agenda

--see Suzy Marzalek’s update on the Grants Committee attached

# August Social / Quarryhill Tour / College T Project

--Pat Edelstein offered a tour of Quarryhill

--We will combine our August social with the tour

--tours will be followed by a potluck lunch

College T Project

--Individuals donate college t-shirts from their alma maters and provide them to under-served kids along with a written note about individual’s college experience

--This program inspires students to go to college; has impact on entire family

--Melissa proposed that we add this concept to our August Social

--Melissa will work with Pat to make this happen

Membership Update

--177 members including 14 dyads

--two new members joining in the past month: Pam Reed and Misty Mesel

--this is an increase of fourteen since the beginning of the year

--Judy will be hosting an orientation for new members at her home on May 24th at 9:30

Other

--there was discussion about how to deal with name badges in the future

--we will decide at the next meeting

--we agreed that there isn’t a need to check in which just creates a backlog at the door

**Next meeting: May 8th**

**Minutes Respectfully Submitted by Sharon Beckman**

IMPACT GRANT COMMITTEE UPDATE:

On March 19th, we extended invitations to the 27 nominated agencies to submit a Letter of Intent (LOI). On March 29th, we invited the non-profits to a workshop at which we reviewed the LOI application and process, answered questions, etc. 25 non-profit representatives attended, and we received very high feedback "marks" from them on the content and "energy" of the workshop. We cited examples from the Voices and Food for Thought applications throughout the workshop to make things as "real" as possible. The LOI's are due from the agencies on April 23rd, after which the committee will commence reading/evaluation. The decision to move a subset of the agencies forward to the Full Proposal (FPA) stage will be made on May 19. So things are cookin'!