Development Committee Report
Prepared by: Brian Sayers, Chair
Date Submitted: 04/26/2016

The Development Committee is charged with the following:

Basic Function: Responsible for the leadership and oversight of fund development activities and external communications of the organization

Responsibilities:

- Oversees the creation and execution of the TREE Fund's development plan to effectively promote the organization, raise awareness about our mission, expand the donor base, develop new funding sources and coordinate planning giving materials.
- Reviews quarterly reports on fund development activities.
- Reviews quarterly reports on communications activities.
- Reviews and recommends budget line items, revenue and expenses for fund development and communication activities.
- Reviews annually basis the revenue sources for the organization in conjunction with the Finance Committee

Related Strategic Initiatives:

- To increase awareness and understanding of the TREE Fund's mission by existing and emerging constituencies
- To increase awareness of our programs
- To increase financial support of programs
- To increase unrestricted gifts in number and amount
- To diversify operating income

Projected Outcomes:

- Increased awareness of TREE Fund
- Diversified revenue streams to support the growth of our operations and endowment

Meetings:

- Dissemination of Eric's "bigmemo" outlining anticipated fund-raising for the next three years. (Eric Smith, Will Nutter, Sara Sankowich, Brian Sayers, Randy Miller)
- Included in this memo e-mail were numerous comments made by members of the executive committee and Eric's response to them.
- This memo has been in the hands of the above members since 04/11/2016.
- As per Eric's suggestion, we are waiting for board discussion before we move any further on development issues.
- Topics: Read memo and respond with any further comments.

Accomplishments:

- No member raised any issues so - as per instructions – we are to assume that the development committee has no significant issues to raise other than those that were raised and answered.

Next Meeting:

TBD