High Hopes Executive Committee

Meeting Minutes – December 2, 2019

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| Attending: J. Catlett, J. Kangley, J. Ridgway, J. Catlett, K. Stalsburg, D. Welles |
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| The meeting was called to order at 9:00 am.  Chair Update provided by J. Kangley. Recent attendance at a Strategic Frameworks conference reinforced our current position with Strategic Planning and validated both our shorter timeframe and flexibility in the plan to allow for changing responses. Networking opportunities included time with N. Bulkley of Dominion, a Trustee prospect.  ED Update provided by K. Stalsburg. Discussion focused around succession planning and the need to assess both current risks and the long term best interests of High Hopes. KS to reach out to Roger Smith regarding this topic. Current staff are conducting cross training and documentation of activities. HRAC will continue to monitor and reexamine the organizational chart. Emphasis will be on creating awareness with all staff as well as providing opportunities for group discussion and activities. Other staff updates provided. New staff are all settling into their roles and beginning to explore more strategic elements in their respective areas  Development Update was provided by J. Ridgway. Appeal mailed early with 80-90% note writing. Holiday Market numbers are still being finalized but appear to be strong and we anticipate exceeding the budget. Over 400 “new” contacts which is the primary objective of this “friend raiser”. Raffle sale was strongest ever with consideration for more of a year round activity in the future. February 6th will bring an Outreach Event at the NY Yacht Club. Rives Potts to speak. We hope that this event will be 75-100% sponsored and is designed to be an event where our NY contacts can bring friends to learn more about High Hopes and ways to support it. Things for the June Gala are moving along with Chairs, Jane Bolles, Holly Ridgway and Margaret Morris in place. The theme will continue to be the Big Barn Bash with some attention to the 2020 concept. Return of Sugar as our entertainment is ensured. The Endowment Campaign will have a “soft” finish. Donors will be acknowledged in the Annual Report and on the website. We will not have a press release as the Endowment option remains a fundraising vehicle in perpetuity! We will celebrate among the Board at the January Board Meeting.  Other Committee Updates were provided. Discussion regarding Governance Committee and the need to identify future officers.  January Board meeting agenda was reviewed. Agendas will include the mission statement and attention will be given to consistently providing information 2 weeks prior to the Board meeting.  The meeting was adjourned at 10:15 am  Respectfully submitted by,  Kitty Stalsburg  Secretary Pro tem |