**Charity Guild Meeting Minutes**

 **August 9, 2023**

The meeting was convened at 6:30 p.m. at the CCOS Clubhouse.

**Board members in attendance** were Marcy Hirshberg, Kathy Solomon, Geri Eubanks, Jen Passilla, Ryann Kennedy, Sissy Luciano, Ruchi Davis, Kristin Golub, Tracy Hobbs, Mary Lyn Kurish. Not in attendance were Kayc Carper, Jennifer Gabriel, Anne-Marie Cassidy, Maria Curtis, Danielle Prescott, and Anne Tiano.

Betty Wolf was invited as a guest speaker regarding the Charity Classic.

**Charity Classic Event – Dueling Pianos – September 9, 2023. – Betty Wolf**

Marcy introduced Betty Wolf to the board as a member of the Country Club’s Social Committee that is tasked with coordinating the upcoming Charity Classic sponsored by Club Corp – recently rebranded to Invited. The event selects a charity recipient for 70% of the proceeds from the event. Betty was instrumental in persuading the Club to select CCOS Charity Guild as this year’s receiving non-profit. Thank you, Betty!! In addition to thanking Betty, please make a point to tell Greg Lauzier how grateful the guild is for this opportunity. (Marcy will be sending a written note to Greg.)

Invited will pay all related expenses for the event. Ticket sales will be limited to 250, with over 100 already sold. Tickets are $125, inclusive of all food and beverage. It will be a themed black and white cocktail event and will include a silent auction. Assuming all tickets are sold, the guild may be receiving over $21,000 before any portion of the silent auction proceeds.

Please encourage participation among friends and neighbors. The event will be featured on the September Resident’s Review and emails will follow.

**Approval of the May 10, 2023, and the June 14, 2023, Meeting Minutes – (ML)**

A request was made for a motion to approve the May 2023 revised minutes, having added the additional information from Jen Gabriel regarding future auction events. Sissy and Kathy first and seconded the motion. The minutes were approved without any further amendments. After a motion was made to approve the June 2023 minutes, Marcy, and Ryann first and seconded the motion. The minutes were approved without amendments.

**President’s Report – Marcy and Kathy**

Nothing to report at this point.

**Treasurer’s Report – Geri)**

Geri reported that the bank account is reconciled through 07/31/23. QuickBooks and Kindful are reconciled through 08/09/23. Cash on hand as of 08/09/23 is $370,801.84. As of 08/09/23 we are $28,867.03 over our projected revenue goal. In addition, table money is already coming in for the Homes for the Holidays event. Lastly, Geri has a meeting scheduled with H&R Block to review the 2022 tax forms prior to filing.

See attachments for Treasurer’s report, 2023 Budget, and Statement of Cash Flows.

**Events - Jen P. and Kathy**

The plans for the Hope for the Holidays event are progressing smoothly. The date is set for November 8, 2023, between the hours of 10:00 and 3:00. Tickets will be sold for $25.00 and will include one raffle ticket, and for the first 200 shoppers a specialty cocktail. The Tennis Round Robin will take place the same day beginning at 8:30. Kathy is speaking with Michael about the tennis costs.

 Kathy reported that the ballroom vendor spots are full, and she recently had a meeting with the club to secure additional space so we can add more vendor locations. This additional space will allow for new vendors. It was encouraged to impress upon the vendors to bring enough inventory, to avoid disappointing later in the day shoppers. Consensus was that last year’s postcards were successful in getting the word out and it was agreed that we will have them again this year to spread the word. There will again be raffle tickets sold and the winners will be selected by the charity member representatives attending. Furthermore, The September Residents Review will highlight the upcoming event.

Kristin asked if Grapes & Grains had requested a table. She plans to discuss their needs with them and get back. If they decide to participate, there will be a corkage fee required.

**Charities – Sissy/Tracy**

This month’s monthly drive charity beneficiary is CASA – Court Appointed Special Advocate. The drive begins on August 15 and runs to the end of the month. Lynne Magurno is the point person for this drive. They are hoping to receive toys such as action figures, sports balls, games, etc. The October drive will be held for North Fulton Community Charities.

At the June meeting Sissy and Tracy began a conversation about making changes to the application and processes, expanding the applicant pool, and potentially changing criteria for the number of sequential years funding can be awarded as well as increasing the revenue ceiling for small grant applicants. (Their summary of suggestions is attached to these minutes.) The board voted to approve the proposal that charities cannot receive funding more than one year in a row.

The discussion continued during this meeting. The first item presented focused on ways to streamline and “clean up” the application by decreasing information not being presented to the voting members. In addition, more useful information will be requested such as the number of people impacted by the grant money received. Everyone on the board was in favor of these ideas and green lit these moves.

The next change put forth related to the large grant ballot application, with the idea of offering more opportunities for charities. Currently the number of large grant applicants on the ballot is 18. That number will increase to 21. This item was debated and approved unanimously. No vote was required.

Lastly, regarding the desire to increase the number of applicants that apply for the small grants, the board discussed changing the qualifying revenue requirement range of the current $100,000 - $500,000 range to a range of $100,000 to $999,999. There was conversation about whether this change would have impacted past grant recipients. It appears that only one would have been impacted. After discussing many points, the board agreed unanimously to accept the increase to the range for the small grant applicants.

Marcy heartily thanked Sissy and Tracy for the tremendous amount of work and research that they invested into these recommendations. Thank you, Sissy and Tracy!

**Sponsorship – Kristin**

Kristin shared the Business Sponsor Promotion Tracking spreadsheet with the board members. Grapes & Grains will be hosting a ticketed Bourbon dinner event at Stones Restaurant on September 10, 2023. There are only 30 seats in total. G&G plans to donate fifty percent of the proceeds from the dinner to the guild. Last year that amounted to approximately $14,000. The Guild does not need to promote the event but will have a presence.

As mentioned earlier Kristin will discuss Hope for the Holidays with G&G. There has been no talk yet of a sponsored 2023 event by them at the CCOS Recreation Center.

The next Resident’s Review will feature Smart RA. Also, Kristin will let Marcy know the total number of spotlights needed for sponsors for upcoming Residents Reviews.

**Membership – (Ryann)**

All good on the membership front. So many happy donors commented about their mailbox bows. There were a few requests to replace some because of the fading red color. As much hard work as they are to do, there is no doubt that the effort is worth the recognition that the guild gets in terms of positive feedback. And, clearly seeing them displayed in the community triggers donations.

Kathy and Marcy strongly put forth the idea of a Bow sub committee for Membership that could take on the responsibility of making these earlier in the year. The current plan is for the guild to continue to use them as recognition and as a thank you for the patron donations. Therefore, it makes sense to get a small group together and get a head start on the project. Kathy and Marcy offered their home as places to store them. Marcy also said that if the budget for this project needs to be increased, submit new numbers. The BOWmittee will be a success!

The final topic of discussion under membership was brought up by Marcy. She asked what we plan to do to introduce the guild and welcome new residents to the neighborhood. She stated that we need a specific person whose role it is to only be responsible for this task – a New Resident Contact Person. The guild gets the list from the HOA. Ryann wanted ideas for what we could gift to the new family. It was agreed that we wanted materials generic enough that they could be used year to year. Along with information on the current year’s grant recipients, it was suggested that we include a bottle of wine and perhaps a guild notepad. Marcy agreed we should spend the money on the undertaking. Ryann agreed to be responsible for the list of names. Kathy took on the role of ordering the notepads. And Kristin will discuss with Grapes & Grains the idea and see if there is any potential bulk discount the guild might receive for purchasing a certain number of bottles of wine. Also, if G&G wishes to, a discount card could be included in the package.

**Communications – Marcy for Maria**

The next issue of the Resident’s Review will feature the CASA drive, a writeup on the CCOS Club Dueling Piano event, and a Save the Date for the Hope for the Holidays occasion. In addition, there will be a sponsor highlight and a Thank You to all the Bow Makers and Recipients.

**New Business – (All)**

Heart to Heart – ML contacted Jacqueline about sending a condolence card to Anne Tiano for the loss of her stepfather.

Marcy will write a personal note of thanks to Greg Lauzier, manager of the CCOS Club, for his sponsorship of the guild for the Charity Classic.

Marcy thanked all that were present for a terrific year to date and the efforts expended to make it so successful.

At approximately 8:21p.m. there was a motion by many and seconded by many, to adjourn. All approved of the motion.