

NWFSC Foundation Development Committee Meeting  
March 27, 2018, 8:00 a.m.  
Carr, Riggs & Ingram Room 306, SSC, Niceville Campus

**Members Present:**

Chad Hamilton	Ken Wampler
Venita Morell	Steve Wills
Tom Rice	

**Staff Present:**

Serena Brown	Carla Reinlie
Cristie Kedroski	Annie Young
Jason Masters	

**Absent:**

Bethany Burke, Paige Floyd-Hart, Michelle McGee, Alan Wood

**Call to Order:**

Mr. Hamilton called the meeting to order at 8:00 a.m.

**Approval of Committee Meeting Minutes:**

The minutes of the November 14, 2017 meeting were approved as presented. **Motion to Approve Minutes, Mr. Wampler; second, Mr. Rice; motion carried unanimously.**

**Approval of Alumni Working Group Meeting Minutes:**

The minutes of the February 27, 2018 alumni working group meeting were approved as presented. **Motion to Approve Minutes, Mr. Wampler; second, Mr. Rice; motion carried unanimously.**

**Fundraising Results, July 1, 2017 – March 15, 2018:**

Mr. Hamilton noted that the NWF State College Foundation Strategic Planning Goal 2.0 is to increase contributions, excluding bequests, by 5% annually based upon a rolling three year average. The overall goal for fiscal year 2017-2018 is \$762,112. He presented a chart comparing totals from the previous years to the current year and pointed out that total revenue is moving steadily towards the goal.

**Fundraising Activities**

Mr. Hamilton noted that solicitations to join the President's Circle are ongoing with a special focus on the Board of Trustees, Foundation Board members, the college executive committee and previous President's Circle members. He noted that 55 gifts were received as a result for a total of \$29,754. Ms. Young noted that this year, funds are being used to establish a student emergency fund. Mr. Hamilton also noted that the Indoor Practice Facility Campaign is going well and presented a chart showing that as of March 15, 2018, \$348,261 has been raised in gifts and pledges, with \$119,310 remaining.

**2018 Alumni Awards:**

Mr. Hamilton noted that the nomination deadline for the NWF State College Alumni Awards was February 1, 2018 and that six members of the Foundation Board reviewed the qualified nominations and met to vet the list of nominees. After discussion, the committee came to agreement with the winner of the Distinguished Alumni category being Jeffrey "Mark" Glass, the winner of the Against the Odds category being Sean Dietrich, the winner of the Hometown Hero category being Lowell C. Larson, Jr., and the winners of the Rising Star category being Ryan Bullard and Nakara Niala Beliveau. Ms. Reinlie noted that once approved as "winner(s)", their names will be forwarded as recommendations to the NWF State College Foundation Board for endorsement. Congratulatory letters will be mailed to winners in April. She also noted that at a later date one nominee will be selected from 2017 or 2018 awardees to be submitted to AFC as our 2019 LeRoy Collins nominee. **Motion to Approve Alumni Slate, Mr. Wills; second, Mr. Rice; motion carried unanimously.**

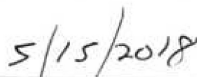
**Fundraising Consultant RFP:**

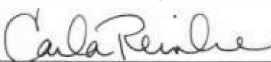
Mr. Hamilton noted that the college's strategic plan provides strategic direction and priorities to the Foundation, so it was decided at the last Governance Committee meeting that the Foundation would be better served by hiring a fundraising consultant to assist with a feasibility study for a possible major gifts campaign. It was noted the process will fall under the development committee's responsibility. He then presented a proposed schedule of activities and a draft Request for Proposals (RFP). Ms. Reinlie then opened the floor for discussion on any changes or updates that could be made to improve the RFP. She noted specifically that an evaluation criteria template would need to be assigned weights and categories. After discussion, the committee agreed to approve an updated evaluation criteria template, to update the RFP number and to change the selection of finalists to occur on May 15. **Motion to approve the hiring of a Fundraising Consultant and the Fundraising Consultant RFP with updates for release on April 5, 2018., Dr. Morell; second, Mr. Rice; motion carried unanimously.**

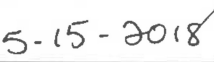
**Other Items:** Ms. Kedroski gave a brief legislative update and noted that Mr. Jack Capra, Executive Officer for Government Relations and Strategy, would be presenting at the next board meeting.

**Adjournment:** There being no further business, the meeting was adjourned at 9:02 a.m.

  
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Chad Hamilton, Development Committee Chair

  
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Date

  
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Carla Reinlie, Associate Director

  
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Date