

**Northwest Florida State College Foundation
Development Committee Meeting**

Wednesday, July 20, 2022 at 8:00 a.m.
Morell Room 308, 3rd Floor, Student Services Building
Niceville Campus

AGENDA

I.	Call to Order	
II.	Approval of April 26, 2022 Meeting Minutes	2
III.	Role of Development Committee	4
IV.	Review of 2023 Fundraising Goal	5
V.	Action Items	
	A. Foundation Board Annual Giving Pledge Form.....	6
VI.	Information Items	
	A. Annual Solicitations Report	8
VII.	Schedule of Development Committee Meetings	
	October 19, 2022	
	08:00 a.m.	
	Morell Room 308, SSC, Niceville Campus	
	January 18, 2023	
	08:00 a.m.	
	Morell Room 308, SSC, Niceville Campus	
	<i>Alumni Working Group</i>	
	April 11, 2023	
	8:00 a.m.	
	Room 308, SSC, Niceville Campus	
	April 19, 2023	
	08:00 a.m.	
	Morell Room 308, SSC, Niceville Campus	
VIII.	Adjourn	

NWFSC Development Committee Meeting
April 26, 2022, 11:30 a.m.
Morrell Room 302, 3rd Floor, Student Services Building

Members Present:

Bo Arnold	Kim Kirby
Tyler Jarvis – Phone	Don Litke
Gordon King	Ken Wampler

Staff Present:

Kelly Copeland
Carla Reinlie
Chris Stowers

Absent:

Bernard Johnson	Hu Ross
Michelle McGee Freeman	Cecil Williams
Ashley Rogers	

Call to Order:

Dr. Arnold called the meeting to order at 11:30 a.m.

Approval of Committee Meeting Minutes:

The minutes from the January 25, 2022 Development meeting were approved as presented. **Motion to approve minutes as presented, Mr. Wampler; Second, Ms. Kirby. Motion carried unanimously.** Motion to approve minutes from the April 12, 2022 Alumni Working Group were approved as presented. **Motion to approve minutes as presented Maj Gen Litke; Second, Mr. Wampler. Motion carried unanimously.**

Year-to-Date Fundraising Report:

Ms. Reinlie presented the Year-to-Date fundraising report. NWF State College Foundation’s Continuous Improvement Plan goal is to increase annual support (gifts, memberships, new pledges, and in-kind donations) to the Foundation, by 5% based on a rolling three year average, resulting in a minimum of \$1,409,349 raised by June 30, 2022. As of March 31, 2022 \$980,933 has been raised.

Annual Solicitations Report:

Ms. Reinlie presented the Annual Solicitations Report to the Committee. As of April 26, 2022 76% of all Foundation Board and Trustees have given a gift or pledge payment. For FY22, there are 61 President Circle members with gift/pledge payments totaling \$30,421.

New Restricted Funds:

Ms. Reinlie informed the Committee of a new restricted fund; Florida Veteran’s Hall of Fame. The Florida Veteran’s Hall of Fame was established in 2013 to recognize and honor military veterans who have contributed to the State of Florida. This restricted fund will provide financial assistance to veterans pursuing their education.

New Endowments:

Ms. Reinlie presented two new endowments to the Committee; Wolfrom Family Endowed Scholarship, and Douglas K. Arpke Memorial Scholarship. Steven and Patti Wolfrom created the Wolfrom Family Endowed Scholarship with a \$25,000 gift and pledge. This scholarship will provide scholarship support to a NWFSC student in financial need with first preference for a student pursuing a career in marketing or communications. In honor of his mother, Eileen Arpke, Douglas K. Arpke left a portion of his estate to NWFSC to create the Douglas K. Arpke Memorial Scholarship in honor of her love and passion for the College. This scholarship will provide financial assistance to a student pursuing an aviation career.

Motion to approve the Wolfrom Family and Douglas Arpke Endowed Scholarships for presentation to the Board, Mr. King; Second, Ms. Kirby. Motion carried unanimously.

Alumni Awards:

Dr. Arnold presented the Alumni Award winners that were chosen by the Alumni Working Group Committee during the April 12, 2022 meeting. **Motion to accept the proposed 2022 Alumni Award winners for presentation to the Board, Mr. King; Second, Maj Gen Litke. Motion carried unanimously.**

Other Business:

The next Development Committee Meeting is July 20, 2022 at 8:00 a.m. in room 308, building 400.

Adjournment:

There being no further business, the meeting adjourned at 12:35 p.m.

Alan Wood, Development Committee Chair

Date

Chris Stowers, Secretary

Date

MEMORANDUM

TO: NWFSC Foundation Board Development Committee

FROM: Chris Stowers, Executive Director

DATE: July 20, 2022

SUBJECT: Role of the Development Committee

Per the Foundation's bylaws, the role of the Development Committee is as follows:

This Committee shall be chaired by the Vice Chair and shall be responsible for assisting staff with the fundraising efforts of the Foundation. Committee members review and advise on development initiatives, including the Annual Fund, set goals and objectives, and monitor progress toward the achievement of these goals. The committee also oversees alumni association activities as well as the nomination and selection process for the Distinguished Alumni Award.

2022-2023 Development Committee:

Alan Wood, Chair

Teresa Halverson

Tyler Jarvis

Bernard Johnson

Gordon King

Don Litke

Michelle McGee Freeman

Hu Ross

Stan Siefke

Cecil Williams

M E M O R A N D U M

TO: NWFSC Foundation Development Committee

FROM: Chris Stowers, Executive Director

DATE: July 20, 2022

SUBJECT: Review of 2023 Fundraising Goal

NWF State College Foundation's *Continuous Improvement Plan* goal is to increase annual support to the Foundation (gifts, memberships, new pledges, and in-kind donations), by 5% based on a rolling three-year average, resulting in a minimum of \$1,357,795 raised by June 30, 2023. The chart below shows total amount raised for the prior three years.

Revenue Type	FYE 2022	FYE 2021	FYE 2020
Gifts and Pledges	1,225,312	1,191,253	716,078
Memberships	53,775	36,380	67,382
Grants	15,975	371,288	65,026
Gifts in Kind	50,294	58,737	27,914
TOTAL	1,345,356	1,657,657	876,400
2023 Goal - 5% increase over a rolling three - year average	1,357,795		

The Fiscal Year 2022 goal was \$1,409,349. With \$1,345,356 received, the Foundation achieved 96.3% of the goal.

MEMORANDUM

TO: NWFSC Foundation Board Development Committee

FROM: Chris Stowers

DATE: July 20, 2022

SUBJECT: Foundation Board Annual Giving Pledge Form

Successful fund-raising campaigns are built around strong board giving. Simply stated, if board members, those closest to the organization, are not willing to give generously, it is difficult to persuade others in the community to do so.

The board division of the annual campaign creates momentum and forms the foundation for all fund-raising efforts. It is crucial that we have 100% participation. If the annual campaign is to be successful, the board must be fully engaged and supportive of all fund-raising efforts, and to lead by example.

The beginning of the fiscal year is the time for all of us to make our gift intentions to the campaign. The attached Board Commitment Form is designed to communicate the importance of board participation and to encourage all board members to thoughtfully consider making an early pledge to the annual campaign.

RECOMMENDATION:

The NWFSC Foundation Development Committee approves the Foundation Board Annual Giving Pledge Form for presentation to the Board.



Foundation Director

Annual Giving Pledge Form 2022-2023

Name: _____

As a Foundation Board Member I have a crucial role to play in raising funds for NWFSC.

I will participate in the following way(s) this year:

__ President's Circle (minimum \$500 unrestricted gift)	\$ _____
__ First Generation Scholarship	\$ _____
__ Other Designation (_____)	\$ _____
TOTAL	\$ _____

__ In addition to my personal gift, I will encourage my company to also give a gift

For my personal gift I would prefer to make:

- One payment
- Quarterly payments
- Monthly payments

__ My company will match my donation (I will submit the matching gift form with my payment(s)).

Please make gift or first pledge payment by July 31st, so we can start the year with 100% participation.

I understand that my financial commitment and participation is an expectation of Board membership.

Board Member Signature

Date

MEMORANDUM

TO: NWFSC Foundation Board Development Committee

FROM: Chris Stowers, Executive Director

DATE: July 20, 2022

SUBJECT: Annual Solicitations Report

First Generation Matching Grant

The First Generation Matching Grant (FGMG) is a need-based program providing financial aid to Florida undergraduate residents who demonstrate financial need and whose parents have not earned a baccalaureate degree.

The State of Florida has earmarked an allocation of \$22,954 to support Northwest Florida State College first generation students. The state-to-private match is 2:1 which could potentially provide \$34, 431 in scholarship funds for NWFSC first-generation in college students. The amount required to receive the full allocation is \$11,477.

In 2021-2022 five Board members contributed to the First Generation Matching Grant initiative.

Certification of private contributions for FGMG is due on or before December 1, 2022.

Board Division

Board participation in the Annual Fund creates and reinforces a culture of giving that is not attainable by volunteering alone.

Foundation Board and Trustee Gifts and Pledge Payments

	FY 2022	FY 2021	FY 2020
	YTD	TOTAL	TOTAL
Total Board Prospect Base	31	35	37
Division Goal	100%	100%	100%
Number Gifts and Pledges to Date	4	35	32
Percent of goal	13%	100%	86%
Number of Board Members Remaining	27	0	5