Housing Endowment and Regional Trust

**Fund Development Committee**

**Meeting of Monday, February 9, 2015, 2:00-3:30 pm**

 **Location: Silicon Valley Community Foundation Conference Center**

 1300 South El Camino Real, San Mateo, California

**Agenda**

1. Motion to accept minutes of 1.12.15
2. **May 2015 lunch fundraising**

 ***Lunch is Friday, May 15, 2015. 11:30-1:00 pm. South San Francisco Conference Center. Keynote speaker is John Stewart, CEO John Stewart Companies.***

 ***Special Guest: Rich Gordon (both confirmed)***

**May lunch sponsor mailing results to date**

a. Review results of sponsor mailing/notes.

b. Begin process of follow-up phone calls (names/phone #s and script will be provided)

**3**. **Film proposal**

a. Proposal for 5-minute film based on Rich Gordon’s remarks at Housing Leadership Day

**4 Review new prospect lists**

a. New names of people who gave to other housing organizations in 2014

 b. Prospects from the San Francisco Business Times book of lists

 c. We will mail prospect sponsor packages to these lists – does anyone have a contact?

**5Community Outreach Winter 2015**

a. Next workshops Feb 23 at CSM in San Mateo/ March 17 in San Bruno

b. Committee help in scheduling more spring workshops

1. **Public Comment**
2. **Adjourn**

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