Housing Endowment and Regional Trust

**Fund Development Committee**

**Meeting of Thursday, Sept 22, 2016, 12:30-2:000 pm**

**Location: HEART office**

 2905 South El Camino Real, San Mateo, California

**Agenda**

1. **Call to order/Roll call**
2. **Public Comment**
3. **Review role of the Fund Development Committee moving forward**
	1. **Executive Committee definition**
	2. **Outreach to new committee members**
	3. **Review annual fund committee calendar**
	4. **Possible meeting times**
4. **Review fundraising goals for FY17; review overall fundraising categories**
5. **Review fundraising by category for past 2 years**
6. **Discuss format of May 2017 fundraising event**
7. **Stewardship of larger donors**
	1. **Results of Fall 2015 campaign**
8. **Grant application process**
9. **News and Announcements**
10. **Adjourn**

**Next Meeting: tbd**