



## **DEVELOPMENT COMMITTEE, FY2018-2019**

*AnneElise Goetz, Chair*

*Members: Annette Bradbury, Ann Parode Dynes, Gina Ellis, Lisette Farrell, Dick Kintz, George Lai, Kristen Livingston, Jennifer O'Connell*

### **Purpose of the Committee:**

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The Development Committee helps the Board carry out its role of maintaining the agency's fiscal health through philanthropy, donor stewardship, and fund development. The Committee partners with staff to reinforce the philanthropic process within the Board, and to ensure a donor-centered organization. The Committee works to expand the universe of VFC donors, both institutional and individual, including geographical outreach to all areas of San Diego County and beyond.

### **Scope of Work:**

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- To work with staff to achieve charitable contributions goals for the annual Board-approved budget.
- To serve as VFC's philanthropic ambassadors in the community; to provide information to VFC concerning potential donors or supporters who should be cultivated; and to encourage capacity giving at all levels.
- To provide personal follow-up to individuals to encourage their participation.
- To help assure that all donors are respected, honored, and appropriately stewarded by providing guidance on donor recognition concepts and events.
- To assure that the Board and individual Board members are educated about the basic principles and best practices in fund development.
- To provide recommendations to the staff on fundraising events and to assist the staff where necessary with promoting various fundraising events.
- To partner with the Governance Committee regarding expectation of roles and performance (e.g., for Development Committee, the Board as a whole, individual Board members); and to put forth names of potential Board or CAC members for Governance Committee consideration.

### **Reports to:**

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The Committee reports to the Board Chair and Board of Directors.

### **Staff to the Committee:**

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The Committee is staffed by the Chief Philanthropy Officer, with support from the Development team and active involvement of the President/CEO.

### **Committee Membership and Operations:**

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Members can include both Board and non-Board members as appointed by the Board Chair. All Committee work is done in partnership with VFC staff (the President/CEO makes all staff assignments). The Development Committee does not usurp the authority of the Board and neither directs nor oversees staff.