

CHAUTAUQUA MULTI-USE ORGANIZING COMMITTEE, INC.

P.O. Box 724
Dunkirk, NY 14048

September 10, 2008 BOARD MINUTES

PRESENT: Bob Davis, Karen Davis, Ned Divine, Don Horton, John Olsavsky, Evelyn Sievert, Lisa Speziale, Janey Wagner

ABSENT: Daryl Bautigam, Jessica Colvenback, Gary Damico, Jim Enser, Al Gens, Justin Jakubowicz, Ellen Luczkowiak, Mark Maytum, Dick Pachol, Stephanie Pulvino, Mark Twichell, Mike Whitcher

GUEST: Dr. John Earshen from The Mattison Group

President Don Horton called the meeting to order at 7:05 p.m.

MINUTES OF LAST MEETING: Bob Davis made a motion to accept the minutes as read, seconded by John Olsavsky, carried. The approved minutes will go to John Olsavsky for posting on the Web.

TREASURER'S REPORT: The treasurer's report was given by John Olsavsky. The beginning balance on hand as of August 13, 2008, was \$6,268.94. There were no cash receipts. Cash disbursements of \$84.00 for advertising, \$116.00 for fundraising copying, and \$75.60 for postage costs were made. Cash disbursements totaled \$275.60. The ending balance on hand as of September 10, 2008, is \$5,993.34. John wrote checks this evening in the amount of \$2,000 to the Mattison Group as final payment and \$1140.62 to John Earshen for reimbursement for mileage and out-of-pocket expenses. The ending balance on hand does not reflect these checks in the total amount of \$3,140.62. Ned Divine made a motion to accept the Treasurer's Report as stated, seconded by Bob Davis, carried.

FINAL FUNDRAISING STUDY REPORT: Dr. John Earshen gave Don Horton a great deal of credit for his work behind the scenes to make the interviews possible. Don was extremely helpful according to John Earshen. John Earshen also complimented Lisa Speziale and Mark Twichell for their help.

Dr. Earshen's final fundraising study report included the following areas on a Powerpoint presentation:

- The Introduction
- Study Methods Used
- The Findings of the Study
- The Time Line and Next Steps
- The Board Resolutions

Dr. Earshen also went over the list of the 50 study participants involved, the interview questionnaire used, and potential site locations.

This project can succeed, but will require the need to partner with another organization.

Dr. Earshen went over the next steps which include three phases to be done over a 14-16 month period.

Phase I - Strategy Development (four-track approach)

- 6 months
- Partnership Exploration Committee (PEC)
- Decision Point (go/no go)

If continuing:

Phase II - Campaign

- grant writing
- quiet phase
- getting bigger chunks of money
- 6-8 months
- decision point - run public campaign?

If not:

Phase III - Wrap Up

- 2 months

Each phase must be done well.

Dr. Earshen went over the fundraising phase.

Campaign truths: Most of the money is raised in Phase II - Quiet Phase. Less than 100 gifts are needed to make 90% of goal.

Each CMUSF member present received a copy of the Campaign Feasibility Study Final Report.

PLANS FOR SEPTEMBER 25 PUBLIC MEETING: Don will give a five-minute introduction about CMUSF. Dr. Earshen will give a 20-minute Powerpoint presentation to the public.

Discussion followed about what handouts to have available for the public to receive. The following was decided:

- Case for Support brochures
- the tri-fold brochure - John O. will make 50 copies

The meeting starts at 7 p.m. Don wants all members to be there at 6:15 p.m. to set up and greet the public. Please wear CMUSF apparel.

FREDONIA FARM FESTIVAL SUMMARY: Lisa said she received several positive comments about our project. Those who helped out felt it was a positive experience.

SITE SELECTION COMMITTEE REPORT: It is almost impossible to select a site until we know who we are partnering with. This committee will re-convene after the Board first makes other decisions.

NEW BUSINESS: Roger Connelly is scheduled to be at the October meeting to talk about green buildings and geo thermo. A decision was made to postpone it until a later date.

OLD BUSINESS: The Board decided that the Site Selection Committee will not disband, but will be put on hold until we have future needs for the committee.

Discussion followed about partnerships.

Don will be on WDOE Viewpoint on Friday, September 12 at 9:30 a.m.

Motion was made by John to adjourn at 9:38 p.m., seconded by Lisa, carried.

The next monthly meeting will be on Wednesday, October 8, 2008, at 7 p.m. at JCC.

Respectfully submitted,

Karen L. Davis
CMUSF Secretary

Check us out on the Web at www.cmusf.com.