



# Monroe Community College Foundation

## ACTIVITY REPORT

March 25, 2017 through May 31, 2017

### LEADERSHIP GIFTS & PLEDGES OF \$500 AND OVER

*Major and Special Gifts: Total for period \$1,632,025*

\$100,000	Xerox Foundation	Xerox STEM, Dreamkeepers, Unrestricted
\$76,195	Tom & Kate Flynn	R. Thomas & Kate Flynn Scholarship Fund
\$65,000	M&T Bank	MCC/RIT 1 + 3, Unrestricted
\$38,000	University Of Rochester	Nursing Expansion Elongation Program II
\$35,000	Rochester Automobile Dealers Association	Auto Lab Renovation
\$26,205	Ralph P. & Elizabeth B. Gennarino Trust	Major Gifts - Unrestricted
<b>\$20,870</b>	<b>Avani Technology Solutions, Inc.</b>	<b>PTECH Restricted Fund</b>
\$15,000	Gray Metal Products Inc.	The Richard E. Gray, Sr. Memorial Scholarship
\$13,000	High Falls Operating Co. LLC.	The Genesee Brewers' Restricted Scholarship Fund
\$5,000	Dixon Schwabl	Major Gifts - Unrestricted
\$3,150	Surekha & Deven Rajparia	Shivlal & Vijyaben Rajparia Memorial Scholarship Fund
\$3,000	Anonymous	Robert Zajkowski Music Scholarship
\$2,500	Howard Konar	Leonard E. Redon Endowed Scholarship Fund
\$2,500	William & Sheila Konar Foundation	Leonard E. Redon Endowed Scholarship Fund
\$2,000	Charlotte & Bill Brummett	Geneseo Positive Leadership Award
\$2,000	Optical Society of America Rochester Section	Optical Society of America Scholarship IMO Bob Novak
\$1,000	Ken & Pamela Hines	Leonard E. Redon Endowed Scholarship Fund
\$1,000	Sydor Technologies	The Richard A. Nasca Memorial Scholarship for Optics
\$1,000	Charis & Richard S. '68 Warshof	Leonard E. Redon Endowed Scholarship Fund
\$800	Dolores & Raymond Coates	David Raymond Coates Memorial Scholarship

*STAR Power: Total for period \$3,000*

\$1,000	The Summers Foundation, Inc.	STAR Power Endowed Scholarship
\$1,000	Kathleen E. Pavelka '79	STAR Power Endowed Scholarship
\$500	Theresa Bowick '01	STAR Power Endowed Scholarship
\$500	Dr. John W. & Heather Goodbody	STAR Power Endowed Scholarship

*Annual Fund: Total for period \$88,165.64*

\$18,486	Anonymous	MCC Restricted Fund
\$10,500	Susan & Bob Touhsaent / ExxonMobil Foundation	Annual Fund
\$10,000	Xerox Foundation	Scholars' Day Restricted Scholarship Fund
\$5,000	Max A. Adler Charitable Foundation, Inc.	Empire State Diversity Honors Scholarship
\$4,500	Anne M. Kress & Edward B. Davis III	Snowflake, Presidential Fund for Innovation
\$3,000	JVZRESPONSE Inc. / ExxonMobil Foundation	Annual Fund

*(Bold type above denotes new donors)  
(Includes gifts and pledges through 05.31.17)*

\$2,500	Dr. Barbara & John Lovenheim	Scholars' Day Restricted Scholarship Fund
\$2,500	Lee J. Patterson '70 & Ellen M. MacLeod	Annual Fund
\$2,500	Nathan & Susan Robfogel	Annual Fund
\$2,030	GEICO	Alumni Activities Fund
\$2,000	Jean & Andy Sperr	Andrew "AJ" Sperr Endowed Scholarship Fund
\$1,840	Monroe Community College Association	Annual Fund
\$1,380	Ronald C. Mead	Annual Fund
\$1,015	Monroe Community College Association	Alumni Activities Fund
\$1,000	Bank of America Charitable Fdn / Jennifer Smith	Christine Smith Memorial Scholarship
\$1,000	Richard C. Brienzi '79	Annual Fund
<b>\$1,000</b>	<b>Coordinated Care Services, Inc.</b>	<b>MCC Restricted Fund</b>
\$1,000	Josephine L. Fratangelo	Robert A. Fratangelo Memorial Endowment
<b>\$1,000</b>	<b>Carol &amp; John Matteson</b>	<b>Annual Fund</b>
\$1,000	Edward G. & Mary Kay '94 Parrone	Annual Fund
\$1,000	Sanjeev Popli	Annual Fund
\$1,000	Helen P. Predmore	The Thompson Family Endowed Scholarship Fund
\$1,000	Liz & Neil Rohrer	Annual Fund
\$1,000	Warren & Pam Rosenbaum	Scholars' Day Restricted Scholarship Fund
\$1,000	James & Daria Shaw	Annual Fund
\$1,000	Patricia A Stevens '68	Annual Fund
\$1,000	Ms. Janet M. Waasdorp '75	Annual Fund
\$1,000	Women's Club of Webster	The Women's Club of Webster Nursing Scholarship
<b>\$700</b>	<b>Midland Management, LLC</b>	<b>Gifts in Kind</b>
\$612	Donor Anonymous	Annual Fund
\$600	Johnson & Johnson / Vincent D. Vezza	Annual Fund
\$501	<b>Drs. Vipul K. Lakhani &amp; Neelu Jain-Lakhani</b>	<b>Jyoti and Mahendra Nanavati Endowed Scholarship</b>
\$500	Ms. Deana C. Dempsey	Annual Fund
\$500	Lauren Dixon	Annual Fund
\$500	Larry '69 & Marcia Faulkner	VAPA Theatre Equipment Fund
\$500	Ms. Peggy Harvey-Lee	VAPA Theatre Equipment Fund
<b>\$500</b>	<b>Laurence E. Keefe</b>	<b>The Thompson Family Endowed Scholarship Fund</b>
\$500	David Mack	Annual Fund
\$500	Otto Muller-Girard, Jr. '87	Annual Fund
\$500	Stephen T. Palmer '97	VAPA Theatre Equipment Fund
\$500	Dr. Kimberley D. Willis '91	VAPA Theatre Equipment Fund

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## DEVELOPMENT

### Alumni

- The Alumni Hall of Fame 2017 call for nominations came to a close on June 1. Under the leadership of **Gary Squires '76**, we received 27 new nominations, in addition to those that will roll over from last year, to consider for possible induction into the MCC Alumni Hall of Fame.
- Received 101 Class Gift Dedications from graduating students, family, friends, faculty and staff; raised a total of \$1,380 in donations for the 2017 Class Gift and distributed the 2017 dedication keepsake booklet at graduation.
- Alumni Hall of Fame member **Penny Crudup '12**, secretary and tenant liaison, Downtown United Presbyterian Church, delivered MCC's 54<sup>th</sup> annual commencement keynote address on June 3.

- Alumni employees and volunteers presented alumni with a congratulatory gift and alumni ribbons were provided to over 800 new alumni during the commencement program.
- Continued planning Alumni Week and Homecoming schedule of events. Added to the schedule are glass working and blacksmithing classes at Rochester Arc + Flame, owned by **Mike Krupnicki '85**, and a brunch and cooking demonstration at Simply Crêpes, owned by alumni **Karen '81** and **Pierre '78 Héroux**.

#### *Annual Fund*

- In partnership with **Vice President Holmes and the Athletics Department**, concluded the second year of the crowd fundraising program raising \$29,433 (gross) for student sports teams from 562 donors. In addition, raised \$6,308 from 121 donors as a result of crowd fundraisers held for three clubs and organizations: Phi Theta Kappa, Travel & Tourism Club and the Engineering Leadership Council..
- Delivered the spring renewal direct mail solicitation featuring scholarship recipient **Maryin Tolon-Valdes** to 4,743 past donors, non-donors, faculty and staff resulting in \$7,745 in gifts and pledges to date.
- Began preparing the blue line segment direct mail piece enabling over 1,000 past donors to ensure their inclusion in the Annual Report's "Annual Fund Honor Roll of Donors."
- Secured \$566,797 in gifts and pledges to date, representing 83 percent toward goal of \$685,744.

#### *Major Gifts*

- Delivered a proposal to **Karen Martin**, president, Corning Incorporated Foundation seeking leadership support for the Optical Systems Technology Program.
- Developed a unique program to foster and develop entrepreneurship with prospective donors **Chip and Stuart Weismiller**.
- With help provided by **Mark Siewic**, engaged and developed a proposal with **Monro Muffler** seeking \$110,000 for various programs including the annual fund, Dreamkeepers, the Gold Star Gala and a new Auto Lab at the Applied Technology Center.
- Hosted two breakfasts with **President Kress** and guests from Rochester **Regional Health System**, **University of Rochester Medical Center** and **Excellus** discussing a new health care based partnership.
- Secured a \$60,000 gift from **M&T Bank** to support the 1+3 RIT Transfer Connect Program with the help of **Dan Burns**.
- Secured a \$20,870 gift from **Avani Technology Solutions** supporting the students of PTECH.
- Secured a \$35,000 gift from the **Rochester Automobile Dealers Association** funding the development of an Auto Lab at the Applied Technology Center.
- Hosted Scholars' Day 2017 featuring **Margot Lee Shetterly**, hosted 80 guests at a VIP reception, over 1,000 guests at the keynote lecture and raised \$40,000 thanks to the leadership support of **Maureen Wolfe and ESL Charitable Foundation** as presenting sponsor.

#### *Planned Giving*

- Developed and delivered an issue of ideas featuring the estate gift from **Professor Emeritus Stashia Callen**.

## EXECUTIVE OFFICE

#### *Board Governance*

- Under the leadership of **Sergio Esteban**, chair, the Board Governance committee received nominations, met and reviewed the short list of candidates and will present to the full board for approval a slate of new members, and appointments to the Foundation Council for the 2017-2018 fiscal year.

- Many thanks to Board Governance committee members who were actively engaged in the process including **Sergio Estaban, Dan Burns, Lauren Dixon, Emerson Fullwood, Don Jeffries '71, Dolores Kruchten, Diana Lauria, Jay Popli, Naomi Silver, Mark Siwiec, Rich Warshhof '68, Jeremy Wolk and Phil Yawman.**
- **Diane Shoger, Jeremy Wolk** and Chair-Elect **Lauren Dixon** discussed leadership for 2017-2018 and have confirmed the Slate of Officers and Executive Committee members that will be presented to the full board for approval.

## FINANCE DEPARTMENT

### *Finance/Audit*

- Finalized financial statements for the seven months ending March 31, 2017, and reviewed at the Finance Committee on April 27th with **Kenneth Hines**, Investment Chair on behalf of **Scott Kogler**, Treasurer.
- Completed 2017-2018 Foundation budget and reviewed at the Finance Committee on April 27th with **Kenneth Hines**, Investment Chair on behalf of **Scott Kogler**, Treasurer.
- Revised chart of accounts for Financial Edge migration.

### *Investment*

- Reviewed quarterly performance as of March 31, 2017, at the Investment Committee meeting held on April 27th with **Kenneth Hines**, chair and **Doug Walouke**, from **Fund Evaluation Group (FEG)**.
- Completed work on task force and finalized recommendation to Board for Administrative fees.

### *Scholarship*

- Made offers to applicants in Scholarships Online for the following:
  - Alan B. Shaw Memorial Endowed Scholarship for English
  - American Gas Association Scholarship
  - The Alvin F. & Ruth K. Thiem Foundation Nursing Scholarship
  - Andrew Pluta Endowed Scholarship
  - Barbara M. and Robert H. Shaw Music Endowed Scholarship
  - Battalion Chief William J. Robertson Memorial Endowed Scholarship
  - Bausch & Lomb Endowment Fund
  - Benarta "Bonnie" Glickman Memorial Endowed Scholarship
  - The Betty P. Smith Endowed Scholarship for Returning Adult Students
  - Beverly & Dr. Henry Pierson "Pete" French, Jr. Endowed Award for Excellence in History
  - "Beyond the Formula" Endowed Scholarship for Mathematics
  - "Beyond the Formula" Endowed Scholarship for Statistics
  - Bridgestone/Firestone Corporation Scholarship
  - Carmela and Antonio Conte Memorial Scholarship
  - Carol Cloos Memorial Scholarship Endowment
  - Christine Smith Memorial Endowed Scholarship
  - David Raymond Coates Memorial Scholarship
  - Dawn and Jacques Lipson Award for Nursing Excellence Endowment
  - Deborah Sak Memorial Endowed Scholarship
  - Dominic P. Montulli Memorial Endowed Scholarship Fund
  - The Dr. Viswanathan Dental Hygiene Endowed Scholarship
  - Educational Technology Services Scholarship

- Ellsworth M. Statler Scholarship Award
- Emerson U. and Vernita Fullwood Scholarship
- Farash Foundation First in Family Scholarship at Monroe Community College
- Gamma Iota Boule Scholarship
- General Applied Technologies Department Scholarship
- General ESOL & Transitional Studies Department Scholarship
- General Nursing Department Scholarship
- Geneseo Positive Leadership Award
- The Gilbert and Joyce Jordan Endowed Scholarship for English
- Harris Corporation Endowed Scholarship for Women in Technology
- The Hattie H. Harris, Jennefer & Perry T. Noun, Sr. Endowment Scholarship at Monroe Community College
- Henry Pierson "Peter" French III Endowed Scholarship
- Howard Konar Presidential Endowed Scholarship for Academic Excellence
- The Ilene and David Flaum Scholarship Fund
- Irene Kelly Mason Dental Hygiene Endowed Scholarship Fund
- Jan Wiranowski Endowed Scholarship (Math or Math-Based Science)
- Jan Wiranowski Renaissance Endowed Scholarship (Non-Traditional)
- Jane L. Garr Endowed Nursing Scholarship
- Jennifer Jaruzel Memorial Biology Department Scholarship
- John G. MacNaughton Award for Excellence in History
- John L. Dougherty Memorial Endowed Scholarship
- Judith Gale Kowba Memorial Endowment Scholarship
- Jyoti and Mahendra Nanavati Endowed Scholarship
- Linda Curran '79 Memorial Student Aide Endowed Scholarship
- Lt. Michael J. Chiapperini & Tomasz M. Kaczowka Memorial Scholarship
- Lucien A. and Elizabeth S. Morin Endowed Scholarship
- Marcia W. McDowell Hospitality Endowed Scholarship
- The Mary and Ted Freeman Endowed Scholarship
- Mary Lou Miller Memorial Scholarship Fund
- Mary P. and John H. Koch Endowed Scholarship Fund
- Mary P. Nolan Performing Arts Endowed Scholarship
- Mary Porcari Brady Nursing Continuation Education Fund
- Max A. Adler Foundation's CUES Scholarship
- The McRae-Lesko Engineering Scholarship for East High Students
- M/E Engineering, P.C. Scholarship Program
- MG Car Club Western New York Centre, Inc. Endowed Scholarship Fund
- Michael C. & Judith F. Oldham Engineering Science Scholarship
- Monroe Community College Foundation IBERO-American Action League Scholarship
- Native American Education Scholarship
- O'Hanlon Family First Responders Endowment Scholarship
- Pamela and Kenneth Hines Scholarship
- Patricia Flynn Soltys Endowed Scholarship
- Phyllis M. Hazen Endowed Scholarship Fund
- Popli Design Group Scholarship Fund
- Robert A. Fratangelo Memorial Endowed Scholarship
- Robert Strong Family Scholarship
- Robert Zajkowski Music Scholarship

- Rochester Automobile Dealers Association Scholarship
- Rochester McDonald's Hospitality Scholarship in memory of Richard M. Guon
- Scholars' Day Scholarship
- Shival and Vijyaben Rajparia Memorial Scholarship Fund
- Simpson Cup Restricted Fund for Veterans
- The Snowball Scholarship for Service-Learning
- STAR Power Endowed Scholarship
- STAR Power Endowed Scholarship for Nursing Students
- Stuart R. Porter and Joyce R. Porter Endowed Scholarship Fund
- Student Nurses' Association Future of Nursing Scholarship
- Suki Regoni Memorial Scholarship
- Sydney Koret Scholarship in Human Services Endowment
- Teresa C. Schottler Memorial Endowed Scholarship
- Thomas F. and Annie A. Murray Memorial Scholarship
- The Thomas R. Kissel Memorial Endowed Scholarship
- The Thompson Family Endowed Scholarship Fund
- Tim Karnisky Memorial Scholarship for Firefighters
- Time Warner Communications Scholarship Endowment Fund
- Tony Lambiase, Jr. Firefighter's Scholarship
- The UA Local 13 Scholarship for HVAC Students
- Urban League Black Scholarships in memory of Annette Rouse
- Wentworth Family Endowed Scholarship
- Western New York Dental Group Scholarship for Dental Hygiene
- The Wiranowski Universal Humanism of Hope Endowed Scholarship Fund
- Wolk Faces of the Future Scholarship
- Women in Technology of Digital Rochester
- Xerox STEM Scholarship
- New Scholarships/Programs
  - The Genesee Brewers' Restricted Scholarship Fund
  - MCC / RIT 1 + 3
  - R. Thomas and Kate Flynn Endowed Scholarship

## DONOR ENGAGEMENT DEPARTMENT

### *Public Relations and Communications*

- In partnership with **Dixon Schwabl**, the MCC Foundation received an Honorable Mention for the 2016 Gold Star Gala creative materials at the Pinnacle Awards.
- **Dixon Schwabl** accepted a National ADDY Award for the 2016 Gold Star Gala creative materials.
- Supported communications for Scholars' Day and the Scholars' Day keynote address presented by ESL Federal Credit Union.
- Produced two monthly e-newsletters.
- Began work on the Summer 2017 issue of *Foundations*.

### *19th Annual Gold Star Gala*

- Held a successful Gala on April 29 at The Country Club of Rochester, raising \$260,000 (net).

- **Dolores** and **Brad Kruchten** served as Honorary Chairs, along with **Denise** and **Dan Burns** as Committee Chairs.
- **Cornell's Jewelers** donated a Breitling Colt Quartz watch which raised \$4,400 in sweepstakes tickets.
- A total of \$49,100 was raised in the live auction and \$103,350 was raised in the scholarship call.
- Underwriters included:
  - \$20,000 M&T Bank
  - \$15,000 Lauren Dixon and Mike Schwabl/Dixon Schwabl (in-kind)
  - \$6,000 CMI Communications
  - \$6,000 Cornell's Jewelers (in-kind)
  - \$6,000 DiMarco Group
  - \$6,000 Louis S. & Molly B. Wolk Foundation
  - \$5,000 Dolores and Brad Kruchten
  - \$3,000 Conifer Realty LLC
  - \$3,000 Constellation Brands
  - \$3,000 Corning Incorporated Foundation
  - \$3,000 Konar Properties
  - \$3,000 LaBella Associates, D.P.C
  - \$3,000 M/E Engineering, P.C/SWBR Architects
  - \$3,000 Wegmans Food Markets
  - \$3,000 Woods Oviatt Gilman LLP
  - \$2,000 Bergmann Associates
  - \$2,000 Bond Schoeneck & King
  - \$2,000 Buckingham Properties
  - \$2,000 Davie Kaplan, CPA, P.C.
  - \$2,000 Excellus BlueCross BlueShield
  - \$2,000 Nellie and Wade Hedegard
  - \$2,000 LeChase Construction Services, LLC
  - \$2,000 Lewis Tree Services
  - **\$2,000 LiDestri Food and Drink**
  - \$2,000 North East Regional Council of Carpenters
  - \$2,000 Nothnagle Realtors
  - \$2,000 Sandra Parker and Dutch Summers
  - \$2,000 Paychex
  - \$2,000 Premium Mortgage
  - \$2,000 Rochester Red Wings
  - \$2,000 Mark Siwiec and Duffy Palmer
  - \$2,000 Xerox Corporation
  - \$2,000 Zweigle's

*(Bold type above denotes new donors)*

- The 33rd Annual Scholarship Open held on Monday, June 26, 2017 at Oak Hill Country Club and chaired by **Rick Brienzi '79** and **Phil Yawman** is sold out!
- **Don Jeffries '71** will serve as emcee for the scholarship call.
- **Valley Cadillac** will return as Hole-in-One Sponsor.
- Underwriters include (*to date 6.9.17*):
  - \$10,000 **Annese & Associates, Inc.**
  - \$7,500 Cannon Industries
  - \$7,500 The DiMarco Group/ADMAR
  - \$6,300 M&T Bank
  - \$6,300 M/E Engineering, P.C.
  - \$6,300 Popli Design Group/ C&S Worldwide
  - \$4,800 Brown and Brown of New York
  - **\$4,800 Rochester Davis-Fetch Corporation**
  - \$3,200 Adams Bell Adams
  - \$3,200 CMI Communications
  - \$3,200 DealerDOCX
  - \$3,200 Harter, Secrest & Emery, LLP
  - \$3,200 LaBella Associates, D.P.C
  - \$3,200 Parrone Engineering/SWBR Architects
  - \$3,200 Schuler-Haas Electric Corporation
  - \$3,200 Sodexo
  - \$3,200 Xerox Corporation
  - \$2,800 Bergmann Associates
  - \$2,800 The Bonadio Group
  - \$2,800 The Bonadio Group/ProNexus
  - \$2,800 Bricklayers Local #3 New York
  - \$2,800 Christa Construction/Toshiba Solutions
  - \$2,800 Crosby Brownlie
  - \$2,800 D&C Digital
  - \$2,800 The Dolomite Group
  - \$2,800 Elmer W. Davis Roofing/Rick Brienzi '79
  - \$2,800 Klein Reinforcing Services
  - \$2,800 Mahany Welding Supply
  - \$2,800 Manning Squires Hennig
  - \$2,800 The Pike Company
  - \$2,000 G&J Contracting
  - \$1,500 O'Connell Electric Company
  - \$500 Anthony Soprano '92

*(Bold type above denotes new donors)*

#### *28<sup>th</sup> Annual Salute to Excellence*

- The 28<sup>th</sup> Annual Salute to Excellence will be held on Thursday, November 16 at the Kodak Center.

- **Sergio Esteban** will be the Committee Chair and **Mike Weed** will be the Honorary Chair.
- The Salute to Excellence will be presented to **Sandy Parker** and **John “Dutch” Summers**.
- A special Salute to Volunteerism award will be presented to the **past chairs of the Monroe Community College Foundation’s Board of Directors**.
- Underwriters include (*to date 6.9.17*):
  - \$5,000 Cannon Industries
  - \$5,000 CMI Communications
  - \$5,000 The DiMarco Group
  - \$5,000 Konar Properties
  - \$2,500 LaBella Associates
  - \$2,500 M/E Engineering, P.C.

## OBJECTIVES

July – September 2017

### DEVELOPMENT DEPARTMENT

#### *Alumni*

- Select four outstanding alumni for induction into the 2017 Alumni Hall of Fame.
- Mail “welcome” letter and alumni benefits card to our 2,300 newest alumni.
- Continue planning 5K Walk/Run for Scholarships and other Alumni Week and Homecoming 2017 events.
- Host a successful Alumni Luncheon and Golf Classic honoring **Fred J. McCullough ’82**, director of building services (retired) by raising funds for the Teresa C. Schottler Memorial Scholarship Fund.
- Identify and cultivate alumni prospects with campus tours and personal visits.
- Continue to direct alumni to [www.mccalumnibenefits.com](http://www.mccalumnibenefits.com) at regular intervals.

#### *Annual Fund*

- Conclude outreach and renewal efforts to alumni, donors and friends to support the annual fund.
- Mail blue line direct mail campaign to achieve 100 percent of our goal and bring the annual campaign to a successful conclusion.
- Develop plans and prepare to launch the 2017-2018 Annual Fund campaign.
- Continue to promote the \$1,000 President’s Circle and \$2,500 President’s Circle of Honor giving societies and recognize members.

#### *Development and Major Gifts*

- Submit proposals to the **Gene Haas Foundation** for renovation of MCC’s Applied Technologies Center.
- Propose a grant to extend and expand the middle-school bridge program funded by **JPMorgan Chase** for a new three-year cycle.
- Continue to engage Foundation directors in the Fill the Pipeline project.

#### *Planned Giving*

- Deliver Fall 2016 edition of *Ideas* planned giving newsletter.

## EXECUTIVE OFFICE

### *Management*

- Organize and execute Summer Board Picnic on July 20 at the Canandaigua home of **Sandy Parker** and **Dutch Summers**.
- Search and fill vacancy for Donor Engagement Assistant/Secretary.

### *Board Governance*

- Coordinate board orientation for new members.

## FINANCE DEPARTMENT

### *Finance/Audit*

- Finalize financial statements for the twelve months ending August 31, 2017.
- Run parallel comparison of Financial Edge and Dynamics until fiscal year end.
- Prepare for 2017 Audit – schedules/work papers.
- Prepare and send out RFP's for new audit term.

### *Investment*

- Quarterly performance as of August 31, 2017.

### *Scholarship*

- Prepare semi-annual scholarship transfer.

## DONOR ENGAGEMENT DEPARTMENT

### *Public Relations and Communications*

- Communication support for the Scholarship Open.
- Produce and distribute monthly e-newsletters.
- Create and distribute annual FOUNDATIONS newsletter.
- Develop 2016-2017 Impact Report concepts and gather content.
- Support communications for Alumni Week and Homecoming 2017.

### *Gold Star Gala*

- Determine Honorary Chairs for 2018.
- Determine theme for 2018 and confirm committee members.

### *Scholarship Open*

- Conduct successful Scholarship Open.
- Secure additional \$10,000 worth of non-golfing sponsorships.
- Determine date and venue for next year.
- Determine leadership for 2018.

### *Salute to Excellence*

- Develop invitation and marketing materials.
- Produce Hall of Fame videos.