**To:** Geoff Kretchmer (Board President), Dr Barbara Kappy (vice president of development), Julie Trepeck Harris (associate development chair), Maddi Ishbia (SK2T chair), Fran Martin (SK2T chair), Lee Trepeck (CEO), Rachel Fine (Development, Alumni and Marketing Associate), Lori Davidson Mertz (Director of Annual Giving), Lori Semel (Development Analyst), Robin Trepeck (Director of Philanthropic Partnerships)

**From:** Julia Riseman, Mentor, JCamp 180

**RE:** Board Meeting Deep Drive for Feb 24 on developing individual board member fundraising plans.

I am delighted to offer this exercise to the Tamarack Board to help Board members engage with fundraising in the coming year. The purpose of this deep drive is to help every board member identify and communicate their personal commitment to help with fundraising within their comfort zone.

**Agenda for our planning meeting**

1. Introduction to Julia Riseman
2. The “5 points of possibility”: Everyone shares some responsibility for fundraising
3. Your role at the Board Meeting Breakout room (See below)
4. Review the sample “Menu” - suggested edits and changes
5. Next Steps.

**Agenda for the Board Meeting**

1. Geoff introduces Julia (1 minute)
2. Julia: Overview of a culture of philanthropy (4 minutes)
3. Julia: Instructions for the break-out room (1 minute)
4. Breakout rooms (15 mintues – about 5 minutes per question)
5. Development Staff Person: Wrap-up – next steps in creating the finished Board menu, and by when should you place your “order” (2 minutes)

**Sample Tracking Sheet** for Board Member Fundraising Plans: <https://docs.google.com/spreadsheets/d/1YCRJkCdx7eIIsIbpoddF6UAgbYAJwDvnqusVFJPLceE/edit?usp=sharing>

**Sample Board member End-of-Year fundraising menu**: <http://www.pamelasgrantwritingblog.com/PDFDownloads/YearEndFundraisingMenu.pdf>

**Breakout Rooms Facilitators Guide**

1. Introduce yourself, and the staff member who will be taking notes. (Do not have folks introduce themselves, as you will not have enough time)
2. Purpose: Please look over this menu, looking for one thing from each of Appetizers, Entrees and Desserts that you are personally willing to try in 2021. For our discussion we have three questions to explore together. You will find them in the chat.
3. Place this in the chat:

**How comfortable are you with fundraising?**

**Could you comfortably order 3 things off this menu?**

**Pick one thing off the menu and tell us about it**

**Question #1: How comfortable are you with fundraising?** Everyone has a range of comfort with supporting fundraising, where are you?

*[Note: the purpose of this question is to help reduce resistance and fear. When we hear that others feel the same way, but they found that is wasn’t so bad, it builds courage and peer support to try something new. As you lead this discussion, you might try, “has anyone else has a similar or different experience?” “Can anyone else relate to that feeling at one time, but overcame it?”]*

**Question #2: Could you comfortably order off this menu?** Meaning: Is there something in each of these three areas that you would commit to trying? Is there something missing you think we should add?

*[Note: the purpose of this question is twofold: 1) to help people start to find at least three things they are willing try in the coming year, and 2) help us improve the menu based on Board member feedback. As you lead this discussion, you might wrap up the question by saying, “Thank you for your suggested edits and changes – if any. They will be used to update the menu. Recall that all of us will be asked to pick at least three things off this menu to try in the coming year. Once the updated menu is ready, you’re going to be asked if you are ready to “place our order!”]*

**Question #3: Pick one thing off the menu and tell us about it.** Find something that you are curious about trying and share with us what you think you might do. We only have time for 2 or 3 of us to share.

By way of example, I will go first. I’m interested in trying (“host a house party”) and here is what I’m thinking I might do . . . (host a zoom meeting with my old bunkmates with Lee just for an intimate discussion about camp. I want to keep it small and social, and focused on our bond.)

*[Note: the purpose of this question is to start to hear from and learn from one another. Studies have shown that “social proof” that others are doing something leads to greater motivation and success in taking on a new behavior. Having a few volunteers share, “here is what I am doing” will inspire greater participation from others.]*

Thank you! That is all we have time for. Based on my role as ( . . . ) I so appreciated ( . . . .) about our discussion today. I am encouraged by everything you said, and feel we are going to have an outstanding year because of your help.