



**Central Texas African American Family Support Conference
Fundraising & Sustainability Committee Meeting Agenda**

Date: Wednesday, August 28, 2019

Time: 12 - 1pm

Location: Executive Director's Conference Room, Integral Care, 1430 Collier St, Austin, TX 78704

Conference Call #: 877-226-9790

Access Code: Confirm # 3156583

Host Code: 7052 (only needed by meeting organizer)

All documents to support committee work may be found here: <https://ctaafsc.com/meetings/>

Please review minutes prior to the meeting.

1. Welcome, Introductions & Announcements
2. Follow-Up from Previous Meeting
3. Update on Solicitation Letter
4. Update on Pre-Conference Reception
5. Outreach Updates
6. St. John's Baptist Association Update
7. Divine 9 Update
8. New Donor / Solicitation Recommendation
9. Other Updates

IMPORTANT DATES OF INTEREST:

2020 Conference Date/Location

Palmer Events Center

February 10, 2020 Set up

February 11, 2020 Day 1

February 12, 2020 Day 2

Awards & Scholarship

Second Thursday – September 12

9am-4pm / Special Work Day

Outreach & Marketing Committee

Second Wednesday – September 11

11:30 – 12:30 at 1430 Collier

Planning Committee

Third Wednesday – September 18, 2019

11:30am – 1pm at 1430 Collier

Fundraising/Sustainability Committee

Fourth Wednesday – September 25

12- 1 pm

Program Committee

Second Tuesday – September 10

10:00 – Noon

Follow-up Items from Last Meeting

Committee members are requested to help build and steward relationships which will aid in the long term resources of the conference.

Integral Care staff will adjust the Sponsorship letter posted on the website for outreach to prior sponsors; as well as additional minor changes when contacting African American service organizations and/or neighborhood groups.

Members are encouraged to add a personal touch to letters when reaching out to contacts.

Flyers will be produced in-house to share at the Missionary Baptist General Convention taking place from July 29 – August 1, 2019. Deborah Duncan and Mallinee Diggs can help with flyer distribution.

Assistance in both outreach and follow-up is needed and all members are requested to assist in the endeavor. Emmitt Hayes will reach out to the Divine Nine (National Pan-Hellenic Council). Members were asked to build church relationships and talk to congregations.

Interested members can participate on a conference call scheduled for Thursday, August 15 from 12-1pm.