

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

Date: Wednesday, July 24, 2019

Time: 12 - 1pm

Location: Conference Room 2, 1430 Collier St, Austin, TX 78704

In Person: Lady Jane Acquah, Katie Conyers, Mallinee Diggs, Deborah Duncan, Darcel Grounds, Emmitt Hayes, Lisa Quinn, Ellen Richards, Falecia Rivers

On Phone: Kacey Hanson, Jacqueline Miller

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

- 1. Brief Welcome by Chair and Introductions of Members:** Emmitt Hayes opened the meeting. Members and participants introduced themselves.
- 2. Staff led reviews of the scope of work assigned to the Committee, the Integral Care staff role in the Fundraising & Sustainability activity and of the timeline and targets for Committee:** Ellen Richards reported Integral Care is looking to increase current fund raising and community support interactions as the cost of producing the conference has increased, necessitating the need for additional funding. Integral Care's contribution to the conference remains ~\$50,000 per year. The 2019 conference had new community support from The Links Town Lake Chapter and other service organizations are being sought as additional long term conference support. [Committee members are requested to help build and steward relationship which will aid in the long term resources of the conference.](#)
- 3. Committee discussions of the materials for donation and solicitations for support on the website:** A handout of prior conference donors was distributed. There was a suggestion to attempt to get organizations such as local sororities and fraternities engaged in the conference. Members discussed ways to overcome barriers to engagement including giving a list of available services and resources to help get people to the conference and possibly become a sponsor. [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. Another possible outreach event is the Sisters Network Annual Brunch on August 3.](#)
- 4. Update of Integral Care staff as it relates to Fundraising & Sustainability activity:** Committee members will work to set a list of contacts for fundraising priorities. [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.](#) Reaching out multiple times is important for success.
- 5. Open Discussions of individual ideas and actions:** Mallinee Diggs brought up the possibility of a pre-conference reception. [Interested members can participate on a conference call scheduled for Thursday, August 15 from 12-1pm.](#) Conference Call #: 877-226-9790. Access Code: 3156583. Host Code: 7052.