

**Capital Campaign Committee  
Meeting Minutes  
May 20, 2015 at 5:30pm**

**Attendees:** Barb Gerritts, Renee Horswill-Phillips, Karen Krejcie, Mary Talbot, Mark Vander Linden, Brad Sowinski

**Next Meeting:** June 1 at 6:30pm in Computer Lab

***OBJECTIVE:** Develop and execute a plan to raise 100% of the funds and pledges to a General Project Fund before breaking ground.*

Updated Balance Funds

10 Year Financial Projection

Parish Council – Define Strategic Direction & Timeline

**ACTION:** Karen and Brad to follow up with Parish Council

Finance Council

**ACTION:** Mark to follow-up with Finance Council

Building Project to review 10 year projection with Finance before June's meetings.

2 years of maintenance included in the expansion project; once built, the \$\$ built into project will roll into "normal" maintenance fund (current balance \$25k)

10-year

Year 1 = 2015-2016 Budget

Silent Phase

Targeting Top 15 for one-on-one meetings

At least 4 group meetings hosted: 4-6 couples at each one

Silent Campaign:

Add Cabinet Ballot to the website. Social Media can link to ballot.

Create mailing that includes a ballot

**ACTION:** Renee to check with Chad for digital photos to place online

Phased Mailings

May/June 2015 – Letter from Father

Invite to look at drawings again

Open Forum in August....TUESDAY and a SUNDAY

**ACTION:** Karen work with letter with Father/Open Forum

Sept/Oct 2015

Project Update

Jan/Feb 2016  
Follow-up

May/June 2016 – Letter to include “This is where we are at; we are almost there.”

*Notes taken and documented by Karen Krejcie*

DRAFT