

Institutional Advancement  
Academic Core-2H03  
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**York College Foundation Advancement Committee Meeting Minutes**  
**Tuesday, August 14, 2018**  
**4:30 – 5:30 PM**  
**Provost's Conference Room, Academic Core Building 2H07**

**In Attendance:** Che-Tsao Huang, Hope Knight, Lori Bassin, Marcia V. Keizs, Shereitte C. Stokes III

**On the Conference Phone:** Richard Dzwlewicz and Thomas Grech

**Guest:** George Brakeley III

**Excused:** Jeff Spiritos, Michele Chow-Tai and Ray Warren

- I. Meeting was called to order by Hope Knight, Chair.
- II. The 2018 Merit Scholarship Reception was discussed in detail. Several trustees made contributions to help defray the catering cost, thus the event was within budget (\$25,000). The event raised \$104,925.00, the goal was \$100,000. Expenses totaled \$28,260.51 and the net income was \$76,664.49.  
  
Lori Bassin discussed assisting the Institutional Advancement staff in planning and executing next year's event, which is scheduled for April 11, 2019. The committee has begun prospecting for an honoree. Also, it is the consensus of the committee that the Foundation should have one signature event and place more emphasis on major gift fundraising.
- III. There was a brief discussion about the stewardship event scheduled for September 21. The staff does not expect attendance to exceed 100.
- IV. The Advancement Committee's strategic plan is almost complete. Mr. Stokes and Mr. Brakeley, expect to have a draft ready for the committee before the annual meeting, scheduled for September 12.
- V. The meeting was adjourned.

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Hope Knight, Chair