

Minutes of the Community Center Task Force

Meeting Date: August 16, 2012

Call to Order: A regular meeting of the Barrington Community Center Task Force was held in the Town Library Executive Meeting Room on August 16, 2012. The meeting convened at 9:00 A.M., Margaret Kane presiding.

Members in Attendance: Margaret Kane (chair), Edna Kurtzman, Kent Phillips (secretary), Phil Hervey, Debbie Barchi, Joe Martino, Kristen Westmoreland and Louise

Motion: A motion was made to approve minutes of the _____, 2012 meeting. Motion seconded and approved.

Purpose: To interview the principals of Fund Consultants, Inc., Hannah Street Consulting and Donor By Design Group, LLC, the three consulting firms that submitted Proposals in response to the CCTF Request for Qualifications (RFQ). These qualified firms are interested in providing Consulting Services relating to the completion of a study to determine the fundraisings potential through sources, such as private donations and a Town bond issue, to fund the construction of a new Community Center and to make renovations to the Public Library

Guests:

- **Fund Consultants: Shawn Buckless, Betty Hill and Leslie Gifford**
- **Hannah Street and Rustpoint Advisory: Eric Busch**
- **Donor By Design: Bruce Berglund**

Discussion:

1. Fund Consultants (Shawn Buckless) for full presentation see PowerPoint presentation

- **Overview of the firm and description of what a feasibility study is**
- **Must analyze the image and perception of the project**
- **Debbie Barchi – there are other projects in the community, is that a problem? That depends on our ability to effectively answer the question about image and perception.**
- **Kristen Westmoreland – are private, corporate and public money available for a project like this? Ninety percent of philanthropy comes from private parties, up from 80%.**
- **A CCTF ad hoc committee should be in place by 9/10 to start working with the consultants in preparing the Case Study and the Feasibility Study.**
- **Do we need to enhance the CCTF? Do we have a Fundraising Leader on Board?**
- **We will be looking for the names of 20 potential large donors and we should look at the next tier of 20 because the top tier would eventually like to be replaced as major philanthropists in the community.**

2. Hannah Street (Betsy Grenier) for full presentation see Hannah

Street handout

Rustpoint Advisory (Eric Busch)

- **Charitable residents have raised their commitments to alleviate a municipal burden**
- **CCTF should follow-up to see if it can get volunteer leaders.**
- **At some point CCTF will need a Director of Development to work with the consultants**
- **CCTF or The Community Center will need a Board for on going operations**
- **Hannah Street solicits private donors and has collaborated with Rustpoint on only one other occasion**
- **Rustpoint solicits from alternative sources; i.e. Federal Grants, and**
- **Convergent Capital Consultants, another partner of Hannah Street, searches for grants**

3. Donor By Design (Bruce Berglund)

- **One half of their projects are Private/Public partnerships and they know the political aspects of such relationships**
- **The climate for fund raising has changed. Instead of a pyramid type structure with large contributors at the very top, the glass is now shaped like a red wine glass with the bowl consisting of the top 20 with the stem now missing and at base, a large number of very small contributors. CCTF will need to work with Donor By Designs to have two sets of 20s, the primary and the secondary set.**
- **Berglund will ask someone from the community or the CCTF to accompany him on all calls to donors.**

- **Leaders from the community will be needed for a campaign and leaders can come from the Top 20 or from other influential community people. Top 20 can be individuals, corporations or foundations.**
- **In the feasibility study we have to be prepared to have responses for tough questions and not make the Case study that just touches the surfaces of the project.**
- **Being comfortable with the consultants is very important**
- **“Leadership is everything”. We need someone that people can’t say “no” to.**
- **In interviews with donors we have to be able to find out where their interest lies and where that line crosses their capacity to give.**
- **Raise interest in the project and take Top 20 too other similar projects that have recently come on line.**
- **Margaret – How do we answer the question of naming opportunities. “Don’t give them away often or too soon in the process”. Is your proposed bid on the project high because your company is located in Chicago and air travel will be involved? A Boston based partner will be responsible for much of the project. And the fee is somewhat negotiable.**
- **Phil – what’s your feeling about to Top 20 in Barrington? The Y campaign was two years ago and private donors are coming back to philanthropy. This campaign will take two years with the Top 20 donating 85% in a pretty short period and the balance will take about a year.**
- **Edna – Donor BY Design’s experience with Private and Public**

projects is very important and will get even more important as we proceed.

Next Meetings: Monday August 20, 2:00 – 3:00 PM at the YMCA to choose the Consultant.

In the meantime, some of CCTF members will be making reference calls on the consultants.

Meeting Adjourned at 12:20 P.M.

Respectfully submitted:

Kent Phillips, Secretary