

Great Start Collaborative  
March 31, 2010  
Special Meeting Minutes

Those present: Lyn Jenks, Jill Haan, Marcia Campbell, Carolyn Belknap, Sommer Poquette, Mandy Peterson, Phyllis Hess, Meagan Krzywosinski, Mary Martincheck, Judy Wojcik, Nicole Lindwall, Carlin Smith, Bob Carlile, and Kerry Baughman.

The purpose of this meeting was to have Lyn Jenks from Michigan Now talk with the collaborative regarding creating a Fund Development Plan.

1. A Fund Development Plan requires a tremendous amount of commitment. If there is not 100% commitment from all participants of the collaborative it won't work.
2. Lyn asked the group two questions: 1. If state funding for Great Start goes away would the agencies in the collaborative step up to fund it? 2. Would each of us be willing to personally support Great Start by providing a financial contribution?
3. In order for the Fund Development Plan to work Great Start must work under a 501C3 agency that is willing to be a permanent fiduciary.
4. Questions/Concerns were taken from the group. The following questions/concerns were expressed (questions are in black with responses in red):
  - a. What is our current budget: \$125,000 plus in-kind contributions. **The dollars are mostly state and private funds.**
  - b. Have we looked at the community ability to support Great Start since contributions to agencies/programs has decreased due to the economy?: **It has been looked at. Support for organizations has been down the last two years but it is projected that organizations with strong solid reputations will rise within the next two years.**
  - c. It seems that donations are going to more direct service organizations: **This is why Great Start needs to obtain a fiduciary bond with a strong organization and to make sure that our mission and values are clearly defined and expressed.**
  - d. How many people in the collaborative understand the mission and purpose of Great Start?: **The purpose is to bring dollars to the birth to five population by eliminating duplication and dispersing obtained dollars to the most appropriate agencies to provide services.**
  - e. What is the process for approaching wealthy donors in the area?: **Donors are getting a lot of requests and are in turn becoming more selective. Before we ask for any dollars we need to know what we want and why we want it.**
  - f. What are the chances of Great Start losing it's funding?: **It looks like the funding will continue to be available. This is not the primary purpose of the Funding Development Plan. This is something that has been in our strategic plan from the beginning and we need to take action on making it a reality. The dollars that are raised will be able to be used for things that are needed, which can include direct services. A fiduciary is needed so that we can begin to seek funds.**
  - g. Don't let the dollars dictate what we do or how we operate. We need to let strategy lead the way.
  - h. Are there others from my agency or others that should be at the table because they have more access to key agency players etc.?: **Getting key players to join the**

collaborative is always a goal. Having representation of any kind from agencies is very important. Taking the message back to key players is also critical. Asking the question, to what degree is the agency willing to help support Great Start efforts? is important.

- i. What is the role of the fiduciary?: A fiduciary would allow Great Start to raise monies under that agencies umbrella. They would accept gifts and keep them in a fund for the collaborative. They could also keep records, pay bills etc. depending on the agreement that is established. A percentage of ½ to 2% would go to the fiduciary depending on what is requested of them.
5. The Health Department and United Way have agreed to learn more about becoming a fiduciary for the Great Start collaborative. More discussion with both agencies will need to take place.
6. Copies of the draft Financial Plan will be handed out by Sommer Poquett by the end of the week. If you would like a copy please email Sommer at [greatstartforkids@gmail.com](mailto:greatstartforkids@gmail.com)
7. People are encouraged to read through it and bring any suggestions/changes to the May 5, 2010 meeting at the Char-Em ISD Boyne City office..
8. The group requested that Lyn Jenks provide a brief summary of the Financial Plan. The Financial Plan contains the following:
  - a. An introduction of the organization, the vision and strategic plan are in the beginning.
  - b. Current sources of funding and the line item budget are next.
  - c. Challenges that the collaborative will need to overcome is included. A large challenge is not having a 501C3 fiduciary.
  - d. Funding Development Goals are identified. Some of these are similar to the Marketing Goals.
  - e. Strategies are discussed.
  - f. A chart that shows the strategies and tactics, the lead person or persons, timelines for completion, and progress being made is included.