

Tahoe Donner Giving Fund Committee
Agenda for Monday December 8, 2014, 3-5 PM.

Location: Northwoods Clubhouse, Meadow Room

IF YOU WANT TO JOIN THE MEETING BY PHONE, CONTACT DICK GANDER IN ADVANCE AND PROVIDE YOUR PHONE NUMBER

OLD BUSINESS

1. Logos – Brinn, Jennifer
 - a. We have the letterhead format. Is it finalized?
 - b. Do we have a format for at the end of the articles with the contact information?
 - c. Do we need board approval? - Jim
2. FAQs – Jim Stang-
 - a. Have you reviewed these? What do we need for board approval?
3. Situation analysis and articles – update – Janet
4. Website – update – Jennifer
 - a. By what date do we want to get something up? To coincide with first article or ahead of that?
 - b. Tahoe Truckee Community Foundation can do a page for our contributions. We need to get them the info for the branding. Who can do this?
5. Brochure – update – Dick
 - a. Are we waiting on the first TD News article for text?
 - b. Do we want to include a brochure in the TD News one of the months of articles? Which?
6. Target Market Info – update – Brinn
7. Plan for meeting with committee chairs – Merle, Dick
8. Further discussion on recognition plan
 - a. Levels – categories and names for categories
 - b. Categories for repeat contributions
 - c. Recognition on web site
 - d. Recognition event late in year (table for future)

NEW BUSINESS

1. Need to request thank you letter for TDGF. The general letter focuses on Tahoe Truckee Community Foundation and says little about TDGF. Need to have branded as well.