

MEMORANDUM

TO: Board of Trustees

FROM: Kitty Hall

DATE: October 7, 2018

SUBJECT: **Foundation Liaison Report**

RECENT MEETING: September 20, 2018

Summary of items discussed at Foundation Meeting, Cheriton, VA.

Loan: Foundation is seeking funds for the remaining \$750,000 from NCALL, BB&T or PNC

Directors: Foundation needs to replace Directors; several names were discussed, it is hoped that they can find a Director from Northampton County, several names will be contacted.

Committees: Corporate and Solicitations Committee, Volunteer Committee, Heritage Center Committee and Capital Campaign Committees are meeting weekly.

Next Foundation Meeting will be held October 18, 2018.

SUBJECT: **Capital Campaign Report**

RECENT MEETING: October 3, 2018

Summary of items discussed

Mail Campaign:

Curtis Badger and J.T. Holland are Honorary Co-chairs of the Heritage Center Capital Campaign.

Curtis Badger wrote 2 letters to be sent to over 300 people, those who have donated as well as those who have not, to inspire giving for the Heritage Center. J.T. and Curtis will sign. The letters will include a Donor Card, Self-addressed envelope and a Case for Support brochure.

A Case for Support for the Heritage Center brochure has been prepared by TGD Communications, pro-bono.

Small Business Campaign:

Lynn Badger will solicit from local businesses.

Social Media Campaign:

Searching for an IT person

Next Capital Campaign Meeting will be held October 10, 2018