



Development Committee Meeting AGENDA

February 4, 2022

8:30 am – 10:00 am

TOPIC	FACILITATOR	ACTION	TIME
1. Welcome and Call to Order	John Bayne		3
2. Prayer/Poem/Positivity	Alison Wolfe		2
3. Welcome new members	John Bayne		10
4. Approval of Oct. 29, 2021 minutes	John Bayne	Approve	3
5. 2021 results	Meghan Parsons	Presentation	20
6. 2022 review & endowment	Meghan Parsons	Discussion	20
7. 40 th anniversary logo	Meghan Parsons	Discussion	10
8. TY call program	Meghan Parsons	Update	5
9. Action items review & member report out	John Bayne	Discussion	15
10. Next meeting dates <ul style="list-style-type: none">• May 6• August 26• October 28	John Bayne		
11. Adjourn	John Bayne		



Development Committee 2022 Fundraising Goals

February 4, 2022

Meghan Parsons, CDO

2022 budgeted revenue = \$4,213,247



Fill & strengthen department roles



Transition & grow corporate partnerships



Continue SIF major gift proposals



Build digital fundraising/comms program



Focus on Loyal 4+ donor retention



Use equity lens on all communications



2023 goal – build planned giving program

True Endowment

When a donor provides funds to the endowment, it is specified that they are to be kept perpetually. True endowments generally include a written agreement stating it.

Quasi-Endowment

The board of directors of an endowment fund may elect to use reserve funds, unrestricted gifts, or financial windfalls within the endowment fund. Such additions are classified as quasi-endowments. The inclusion of the assets is at the discretion of the [board of directors](#), and as such, a new board of directors may choose not to include such assets. Hence, it is not considered a true endowment.

Net Assets Without Donor Restrictions Policy

May 20, 2021

Description: Net Assets Without Donor Restrictions fall into two categories; Board Designated and Undesignated. Board Designated Net Assets are subject to self-imposed limits by action of the governing board. Common purposes for the board-designated net assets include capital projects, operating reserves, quasi-endowments, contingency funds, specific programs and future projects. Undesignated Net Assets are what remains after the governing board has identified the specific purposes it wants to fund. Undesignated Net Assets are what is generally available to meet daily operating needs.

General Accounting: The setting aside of Unrestricted Net Assets as “Board Designated” is only a designation, not an accounting restriction. At any time, the Finance Committee may recommend to the Board that the designation be changed. By designating certain assets, the intent is to show commitment to a certain plan, program or strategy.

Current Designation Categories: Based on our commitment to serve all in need of food in our community along with the responsibility to protect the long-term financial health of the organization, the Board is establishing the following categories of designation for Net Assets Without Donor Restrictions:

- Operating Reserve Fund
- Capital Asset Replacement Fund
- Strategic Investment Fund

Available Net Assets: The designated categories will be funded by the Total Available Net Assets, as defined below:

Total Unrestricted Net Assets
Less Equity in Property, Plant and Equipment
Less Value of Purchased Inventory
Plus 1yr Release from Temp Restriction
Equals Total Available Net Assets

Appendix A shows the 2021 calculation of Total Available Net Assets and the amounts of each Board Designated Fund.

2) Partners in Faith (PIF)

- Catholic Charities' Finance Committee has instructed each regional office to develop its own endowment spending plan. In the absence of such a plan, the overall Charities' policy will apply.
- All PIF funds, whether restricted or general distributions, are endowment funds except funds received from gifts and pledges explicitly restricted to Catholic Charities - Wayne County. A check for the Wayne County operating funds will be prepared quarterly and forwarded to Joe DiPassio.
- An endowment account must be established for Wayne County. All other offices and operations already have endowment accounts established and include:
 - CFC
 - Community Services
 - Livingston County
 - Finger Lakes (Cayuga, Seneca, Yates and Ontario counties)
 - Kinship
 - Steuben County
 - Chemung/Schulyer
 - Tompkins/Tioga
 - Food Bank
- PIF distributions will be added to the existing endowment funds that include proceeds from Catholic Charities Campaign 2000.

~ \$41K

Establishing a Spending Policy for Board Designated Endowment Funds



- **Goal is often to provide a predictable stream of funding for future use**
- A maximum spending percentage of the rolling average value of the fund is often established and then applied on an annual basis
- *Example: The organization will appropriate a maximum, annually, of 4% of the fund's five year rolling average fair value*
- When selecting a policy consider:
 - Purpose of fund
 - Duration and preservation of fund
 - General economic conditions (to the extent an organization can plan for)
 - Possible effect of inflation or deflation
 - Investment strategy/policy
 - Other resources available to the organization
- Can adjust in future with proper board approval

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