



## CEO Board Report

November 2020

(October 16 – November 13)

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### **FUND DEVELOPMENT & MARKETING**

- Regular meetings (bi-weekly) with Bazini / Hopp to discuss PR / marketing strategies.
- No new grant requests for Covid fund.
- See Fund Development reports for Annual Campaign update.
- Held 2 donor meetings.
- Met with DI fundraising chair to review strategies for ECAGS and YIP.
- Developed new donor and current donor pitches for ECAGS.
- Made everyone laugh during the cold open to Brew Ha Ha.
- Developing film to showcase GPAT families and the impact on them for marketing of program to donors. Family Centers agreed to help us.

### **COMMUNITY IMPACT**

- Monthly conference calls with CEO's continue (includes all stakeholders: TOG, GPS, Housing Dept., and others) to discuss and address concerns, needs, etc. That call has produced many positive outcomes to date.
- Began one on one calls with all grantees to do a CIP "temperature check" prior to grants.
- Continuing effort to find a new provider for the St. Roch's site.
  - o Last hurdle to clear is still the Town Health Department.
- Appeared on WGCH (Darby Show and Tony Savino Show).
- Met with Greenwich Sentinel regarding gaining more exposure for GUW.
- Held 2 CPC meetings in this period. See report.
- Participated in DI program committee meeting. See report.
- Attended as a member the First Selectman's Diversity Advisory Committee.
- Discussed Reading Champions volunteer assistance with Greenwich Academy.
- Filmed Light-a-Fire remarks in Norwalk. The event will air on Thursday, December 3 at 6:30 p.m.

### **FINANCE**

- Regular monthly check-in with DeCruze. Streamlined bill paying process.
- Reviewed monthly financials. See reports.
- Audit process completed for Board review.

### **INTERNAL OPERATIONS AND CORE FUNCTIONS**

- Held weekly meetings with board chair.
- Daily Zoom call with Jeremy and Rob.
- Weekly call with staff.
- CEO printed, personalized, postmarked, stuffed and mailed all thank you letters.
- Office Manager is back in office Mondays, Wednesdays and Fridays. Except for the personalization, the tasks above will cease.
- CEO continued making bank deposits and sending all info to Decruze and staff to ensure up to date financials.
- With Office Manager back 3 days a week, the tasks in above bullet will cease.
- Held discussions and met with landlord to discuss new space / lease. Also leveraged input from Advisory Board member (commercial real estate executive).

## **STEWARDSHIP**

- Nominating Committee met and discussed candidates for Board and next steps were assigned.
- Developed Advisory Board agenda and remarks for semi-annual Advisory Board meeting.