

## Taylor White Foundation Meeting Minutes

Meeting Date: 8/23/14

Meeting Time: 9:30am-10:45am

Location(s): Schaible House

### Check-In/Admin/Updates

15min

- July Action Items Revisited
  - **Morgan set up the foundation on Amazon Smile**
- Other admin items
  - Have almost finalized Eaglecrest as the BRAKES event location
  - \$100 donation from the Juneau Community Fund!

### Discussion Topics:

Website Update (Morgan)

20min

- **Discuss website changes**
  - Reformat the home page, move the story to the about page.
  - Add the Vision, Core purpose, and core values from strategic plan to home page
- **Add entire board as administrators for the TWF facebook page**

Finalize Donor Letter

20min

- **Make the donor letter more concise**
  - Remove the details about previous projects, refer to website for details.
  - However, give details about the Brakes event and target our ask to be more specific to the event

DVD Survey (Carol)

20min

- Carol to update
- Write up questions
- Set task list
- **Justine is going to create the Survey Monkey**