

**BIG SUR CHARTER SCHOOL
EMERGENCY SCHOOL BOARD MEETING MINUTES**

JULY 9, 2026 at 4:30PM

Big Sur Charter School, 300 Foam St Suite C, Monterey CA, 93940

Individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the School Director or designee at least two days before the meeting. The meeting may be attended virtually using the following Zoom link:

<https://bigsurcharterschool-org.zoom.us/j/85963352790?pwd=eWJoOWFCb1FFaWI2MzVZRH5YXFtQT09>

I. OPENING BUSINESS

1. Call to Order: 4:35PM
2. Roll Call: Nathan Nunez, Tori Sarasqueta, Heather O'Hara and Rory Griffiths
3. Action to Add New Items Since Posting of Agenda (2/3 Majority)
4. Adoption of Agenda

Motion to Adopt: Nathan Nuñez

Second: Rory Griffiths

In Favor: Unanimous

Oppose: None

II. HEARING SESSION

Citizens may address the board about subjects not listed on the agenda; comments on agenda items should be held until that matter is considered. In either case, speakers addressing the board are limited to three (3) minutes with a maximum of twelve (12) minutes per topic. Any member of the public who utilizes a translator will receive six (6) minutes with a maximum of twenty-four (24) minutes per topic. This ensures that non-English speakers receive the same opportunity to address the board as English speakers. Comments will be heard with no action taken.

III. ACTION/DISCUSSION

1. Review of Current Financial and Development Priorities

Receive an overview of the school's current funding needs, budget priorities, facility goals, and strategic initiatives to guide fundraising efforts.

Action Taken: We are in a strong financial position and are generating lists of new avenues for fundraising short and long term goals.

2. Development of a 2026–2027 Fundraising Strategy

Discuss and establish fundraising priorities, including:

- Annual giving campaign
- Investment opportunities
- Major donor cultivation
- Foundation and grant opportunities
- Business sponsorships
- Community partnerships
- Planned giving opportunities
- Family engagement
- Alumni and former family outreach

Action Taken: Generated plans for sponsorships, individual recurring donations, and investment ideas. Reviewed donor and visibility lists; created a plan and calendar for creating sponsorship packets.

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3. Board Member Participation and Expectations

Discuss the Board's role in fundraising, including:

- Community ambassador responsibilities
- Donor relationship development
- Event participation
- Personal giving expectations (if any)
- Committee structure
- Volunteer engagement

Action Taken: Board members are setting goals for annual fundraising and future expectations of involvement.

4. Fundraising Events and Community Engagement

Review potential fundraising events and outreach opportunities, including annual events, campaigns, and community partnerships.

Action Taken: None

5. Development Calendar

Develop a preliminary fundraising calendar for the upcoming school year, including:

- Grant deadlines
- Campaign launches
- Community events
- Donor stewardship activities
- Board check-ins

Action Taken: Set goals to calendar year check-in times; coordinating goals to the most impactful time.

6. Board Goals for Philanthropy

Discuss measurable fundraising objectives for the upcoming fiscal year.

Action Taken: Developing a plan and list for improved community outreach.

7. Future Development Opportunities

Identify long-term opportunities to strengthen philanthropic support for Big Sur Charter School.

Action Taken: The Board voted to meet with Buzz PR to develop marketing strategies for growth in community outreach and development a marketing plan.

IV. Discuss next board meeting items

1. Review and approve sponsorship packet
2. Review Board evaluation
3. Review Director evaluation
4. Review list of potential fundraising goals and interests
5. Generating school materials in Spanish

V. ADJOURNMENT

Time Adjourned: 6:42pm