



The Edmonton Philippine International Centre Initiative
The Filipino Spirit Shines Through

EPIC Fund Development Committee Meeting

Tuesday, April 27 @ 6:00pm

AGENDA

I. Recap of Last Meeting

[Meeting Minutes - EPIC Fund Development March 27](#)

- Any amendments required?

II. Updates from Board meeting

- a. Specific updates for Fund Development Committee
 - i. Loonie for A Month Campaign
- b. General updates
 - i. EPIC Projects
 - 1. EPIC Interviews
 - 2. Vehicle Drive (June)
 - 3. Final Performance Number for Filipino Heritage Month

III. Next Steps

- a. Loonie for a Month Campaign
 - i. We need to answer the following questions to be put onto the website:
 - 1. Who we are (About Edmonton Philippine International Centre)
 - 2. Why sponsor our initiative?
 - 3. Where will your money go?
 - a. This question has yet to be answered or solidified by the Board.
We are unsure if we are starting to build a brand new building, or if we are going to use a currently built building.
 - b. How much money do we need to raise?
 - c. Also want to mention that we want to support programs within our centre.
- b. Sponsorship Packages and Letters
 - Template of Sponsorship package and letter shown
 - The three questions asked above is the first page of the sponsorship package, and will have to be translated in Tagalog once we finalize the third question in the sponsorship package.
 - Sponsorship benefits will have to come later based on what we can offer the sponsors.



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- Additional note stating that “we can customize benefits” will be added at the bottom.
- c. Contacting previous sponsors and donors from 2020
 - A video was originally going to be created by the Board to be used to showcase the events we are doing.
 - Committee will also create more events for this year so that sponsors will be more excited about the upcoming year and that they can potentially sponsor us again.
 - Contact sponsors once a timeline of events is created and the video from the Board has been created.
- d. Events for this year
 - i. To increase membership, we can offer people volunteer opportunities. As it currently stands, without any volunteer opportunities we cannot increase our membership.
 - ii. Fund Development team members will create events for this year in order to drive more opportunities for volunteer opportunities.
 - 1. Event proposals template to be created to be used for submission.
 - 2. Timeline of this year will be created so that we know when each event will occur.
 - iii. Events that were discussed last meeting will be assigned by Michelle and delegated to different people within the committee based on who suggested the original event.

VI. Other

- Proposed by the Membership committee, membership can either be measured in “volunteer hours” or by actual membership fees. You can be a member of EPIC by either giving your time or your treasures.
 - Until we have a solidified plan for events, this idea will be brought up later.

VI. Next Meeting and Assignments

- Next meeting will be held on an unannounced date, however group members will communicate via Facebook group chat.
- Assignments: have proposals created for each event assigned. To be submitted to Celine and Michelle for review and approval.

Meeting Adjourned: 6:57pm