



Del Mar Schools Education Foundation

TO: All DMSEF Board Members

FROM: Bob Gans

DATE: May 8, 2007

SUBJECT: Notice of Regular and Special Board Meetings

The purposes of this memorandum are: (i) to remind you of the regular meeting of our Board, to be held on Tuesday, May 15, 2007, beginning at 6:00 p.m. at Sycamore Ridge Elementary School; and (ii) to provide formal notice, pursuant to Section 5 f. (4) of the DMSEF By-Laws, of a Special Meeting of our Board, to be held on Thursday, May 17, 2007, beginning at 7:00 p.m., also at Sycamore Ridge Elementary School.

The principal items of business for the May 15 meeting will be: (i) the election of new directors to the DMSEF Board; and (ii) hearing presentations from representatives of the consulting firms Netzel Associates, Marts & Lundy, and Nonprofit Management Solutions, concerning their proposals to conduct the corporate governance and best practices review specified in paragraph 3 of the DMSEF Operating Plan. The format for consultant proposals will be as follows: Each prospective consultant will be provided a maximum of 30 minutes to make its presentation, to be followed by a 30-minute question and answer session between Board members and the consultant immediately following its presentation. The order of presentation will be determined in advance of the meeting, and no prospective consultant may attend the presentation of any other prospective consultant. It is expected that the Board meeting will adjourn at the conclusion of the final presentation and question and answer session, without any discussion of the presentations amongst Board members.

The principal item of business for the May 17 meeting will be discussion, consideration, and selection of the consultant to conduct the corporate governance and best practices review from among the 3 firms making presentations on May 15. Consistent with the DMSEF By-Laws and the intent of the DMSEF Operating Plan, only members of the Board for the 2007-08 school year, (including those elected to the Board at the May 15 regular meeting), will be permitted to vote on the selection of consultant. A majority vote of those present and entitled to vote will be required to make a selection. In the event that, after the initial vote, none of the prospective consultants has attained a majority, then the third place vote-getter will be dropped from

consideration, and subsequent votes will be taken to consider the remaining two candidates until a selection is made.

Both the May 15 and May 17 meetings will be open to the public, and there will be no closed session prior to either meeting. Due to time constraints, it will not be possible to entertain public comment during the May 15 session. Public comment will be invited during the May 17 meeting, however, prior to any vote on the selection of consultants. Consistent with the DMSEF's regular practice, members of the public wishing to comment will be asked to submit a speaker slip at the opening of the meeting, and each speaker will be limited to 3 minutes.

Each presenter has been asked to provide materials to the Board in advance of the meeting, and any materials received will be distributed to Board members later this week. Formal agendas for each meeting will also be distributed later this week, and also posted on the DMSEF website.

I look forward to seeing each of you at these important meetings, as we move forward in this important process. A copy of this memorandum will be posted on the DMSEF website, and I encourage you to distribute it to any members of the community interested in attending these meetings.

RSG

Having researched many consultant groups over the past six months, the Foundation board has agreed to a review of "best practices" conducted by an outside independent party. A comprehensive assessment will include reviewing organizational policies and procedures, staffing, governance and interface with administration and school board and involves interviewing representatives of all groups concerned. The Finance Committee has recommended to the Foundation Board the following two consultants.

Charles W. Sizemore

Chuck Sizemore began his development career in 1979 at Yale University, from which he graduated in 1972. As associate director of development, Chuck was responsible for major gift prospects in the mid-Atlantic region and several sciences and athletics capital projects.

In 1985, he became director of individual giving at the Stanford University Graduate School of Business. During his nearly eight-year tenure at the GSB, Chuck also served as director of development and associate dean for external relations. As associate dean, he was responsible for all fund-raising programs, as well as the GSB alumni association and the School's news and publications office. Chuck served as vice president for university relations at Santa Clara University from 1992-1996.

Chuck joined Marts & Lundy, Inc. as a senior consultant on July 1, 1996 and has served two terms on the Marts & Lundy, Inc. board of directors (1997-2001 and 2004-2006). In 2003, Chuck became the Firm's practice group leader for healthcare clients. He works out of his home in Palo Alto, California.

A partial list of clients:

Independent Schools

Bishop Carroll Catholic High School (Wichita, Kansas)

Bishop O'Dowd High School (Oakland, CA)

The Chandler School (Pasadena, CA)

Crystal Springs Uplands School (Hillsborough, CA)

French American International School (San Francisco)

International School of the Peninsula (Palo Alto, CA)

Kapaun Mt. Carmel Catholic High School (Wichita, Kansas)

Keys School (Palo Alto, CA)

Marin Academy (San Rafael, CA)

Scotch College (Adelaide, South Australia)

St. Thomas School (Medina, WA)

The Thacher School (Ojai, CA)

Human Services Organizations

Boys & Girls Clubs of America (Atlanta, GA)

Children International (Kansas City, MO)

Public School Foundations

Palo Alto Unified School District

All Schools Fund (Palo Alto, CA)

Ann Arbor Public School District

Jeanne E. Schmelzer, CFRE

Jeanne is senior vice president and southwest regional director with Netzel Associates, Inc., serving San Diego, Arizona and Las Vegas Nevada. Jeanne joined the firm following a successful 17-year career as a nonprofit professional mostly in the San Diego area. During those years, she served as vice president of community relations of the United Way of Santa Clara County, executive director of the San Diego DowntownYMCA and associate executive of both the Magdalena Ecke and the Davis/Grossmont YMCAs in San Diego. Jeanne recently moved back the to San Diego area.

Jeanne received her Bachelor of Business Administration degree from National University, San Diego. She has been an active Rotarian since 1991 and is currently a member of the San Diego Rotary Club #33. She has served on several boards including the Rotary Club of Santa Clara, Silicon Valley Chapter of the Association of Fundraising Professionals (AFP), Central branch of the YMCA of Santa Clara, and Norte Dame High School – San Jose. Jeanne now serves as a board member of AFP – San Diego Chapter.

A partial list of clients:

Education

Army and Navy Academy (Carlsbad, CA)

Aseltine High School (San Diego, CA)

Saddleback Valley Unified School District (Mission Viejo, CA)

Carlthorp School (Santa Monica, CA)

Crespi Carmelite High School (Encino, CA)

Mercy High School (Burlingame, CA)

Los Gatos High School (Los Gatos, CA)

St. Augustine High School (San Diego, CA)

YMCA/Youth

YMCA of San Diego County

Girls Scouts, San Diego-Imperial Council, Inc.

Boys & Girls Club of Oakland

*Biography and partial list taken from respective consultant's materials

Firms

Marts and Lundy

<http://www.martsandlundy.com/>

Philanthropy is an art, a science, a business and a spiritual undertaking all in one. That's what we at Marts & Lundy have practiced for more than three-quarters of a century. We believe in philanthropy's power to transform and enhance not only the institutions with which we work but, more importantly, the world in which we live.

As a full-service consulting firm with an international client base, we have our fingers on the pulse of today's nonprofits. We are a recognized leader in helping institutions of all sizes build a "culture of philanthropy." Our mission is ambitious – to help our clients reach and sustain their philanthropic potential.

Please browse our site to learn more about our firm, our values, the clients we serve, our professional staff of senior consultants, and the services we provide. We invite you to become a registered user of our site to gain free access to research and reports, invitations to Marts & Lundy hosted events, our quarterly newsletter, Counsel, as well as our Annual Report on Philanthropy. If we can be of further assistance, or to have a Marts & Lundy consultant contact you directly, please click on the "Contact Us" button below.

Netzel Associates

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