

AFP Review

Association of Fundraising Professionals

FORMERLY NSFRE

JUNE 2004

PALM BEACH COUNTY CHAPTER



Member Spotlight

John M. Workman joined *Palm Beach Atlantic University* in January 2002 as *Assistant Director of Development*. A PBA graduate himself, Workman holds a Bachelor of Arts degree in Communication with a minor in Business Administration. Since he

joined the university, Workman has been a project leader for a major grantee and conducted numerous feasibility studies. He developed the first Annual Scholarship Fund Phonathon which very successfully secured unrestricted contributions for student scholarships. He has been responsible for cultivation and solicitation of major giving prospects and has functioned as an organizational liaison with members of the business community, philanthropist and the volunteer board of directors. Workman has served as the official liaison to local, state, and federal governments.

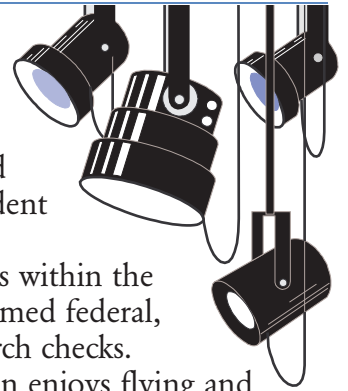
Formerly employed by the United States Secret Service in West Palm Beach, Workman was responsible for analyzing, processing and formulating investigative leads for all counterfeit U.S. currency received from six

counties in the district. He assisted in the preparation and advance for visits of the President of the United States, the Vice President, and other protectees within the district. Workman also performed federal, state, and local criminal research checks.

In his spare time, Workman enjoys flying and is currently enrolled in flight school to obtain his private pilot's license. When he isn't soaring through the clouds, he enjoys motorcycle riding, boating, and weekend getaways.

A resident of Palm Beach Shores, Workman has given back to his community by serving as a Volunteer Firefighter for the Palm Beach Shores Fire Department and helping with beach clean up. He has served as Director of the Palm Beach Republican Club and volunteered for Place of Hope, St. Andrews Retirement Home, and as a Service Coordinator for Christ Fellowship Church.

As a new member, John looks forward to networking with other members and increasing his leadership and fund development skills through his affiliation with AFP. If you happen to see him at the next AFP monthly meeting, give him a warm welcome.



“Getting the Most From Your Committees”

A special thanks to Donna V. Ghioto for being our May Program Speaker. Her topic, “Getting the Most from Your Committees” provided a wealth of information. A brief outline is included on page 2 for those who missed the meeting. Please feel free to contact Donna should you have any questions or require additional information.

Put on your sleuth hat and break out the Inspector Clouseau manual for this Summer's Member Social to be held at CityPlace starting and ending at Legal Seafoods Restaurant on Tuesday, August 17 from 5:30 until 7:30 PM. It's a Scavenger Hunt in CityPlace with prizes and raffle drawings for members and potential new members as well. Bring a potential new member for FREE! MORE EXCITING INFO to follow!!!

For more Information, please call Margaret Hudson at The Children's Place at Home Safe 561-433-0060 ext. 249

continued on page 2

President's Message

Important Events

By Suzanne P. Cabrera, CFRE

I can't believe it is time to start preparing for National Philanthropy Day but November 17th will be here before we know it. This is one of our Chapter's premier events and we are counting on participation from all our members. Three essential ways you can support this event are:

1. **Nominate Your Donors** – We have so many outstanding donors it seems hard to believe that we would have trouble getting enough nominees but every year it happens in at least one category. This is your chance to provide meaningful recognition to your donors so start thinking about potential nominees. The four categories for donors are: Outstanding Philanthropist, Volunteer Fundraiser, Philanthropic Organization and Philanthropic Foundation. You will be receiving more information and the nomination forms in the near future. For more information, call the president-elect Stanton Collemer at 833-6333 or e-mail scollemer@palmhealthcarefoundation.org.
2. **Volunteer on the National Philanthropy Day Committee** – This event is a huge undertaking but many hands make light work. We need volunteers to help plan the event and to work the day of the event. Call or e-mail National Philanthropy Day Committee Chair Suellen Mann at 745-5728 or e-mail smann@mail.jupitermed.com if you can be of assistance.
3. **Save the Date** – Mark your calendars for November 17th and plan to attend the event!

While you have your calendar handy, make sure you save the date for the **Planet Philanthropy Conference in Jacksonville. The conference dates are September 19th through 21st with a Planned Giving Seminar on September 22nd.**

Our bi-annual state conference offers a wide variety of educational seminars and numerous networking opportunities without the expense of traveling to the International Conference. The First Course, Survey Course, and Certificates Exam will also be offered during the conference. You will be receiving more information and registration forms shortly. If you have any questions, feel free to contact Steve Bardy, our Conference Liaison Chair at 868-4300 or e-mail Stephensbardy@chsfl.org.

Respectfully,
Suzanne

Suzanne P. Cabrera, CFRE

NEW MEMBERS

Arnold Massirman, *President*
S.A.N.E.

Paul Vattiato, *Vice President*
Smith Barney

John Workman
Assistant Director Development
Palm Beach Atlantic University

**DON'T FORGET
TO BRING
A FRIEND**

**Members who
bring in new
members who
join will get a
free lunch.**

"Getting the Most from Your Committees"

continued from page 1

I. Initial Committee Meeting/Identifying Goals

Setting a Regular One Hour Meeting
Assign a Secretary for Minutes
Agendas
Setup Sub-Committees based on needs
No Comps for Committee Members
Committee Package Accountability
Volunteer Information Sheet
Expectations: Attend meetings, attend event
Up Front Commitments: # of items or tables, etc.
Job Descriptions
Last Year's Income and Expenses

II. Stacking the Committee – Based on needs (TV, radio, printer, etc.)

Reproducing key members
Previous Sponsor Representation
BOD or LAC
Friends of Committee Members
Hopeful Sponsors

III. Firing Volunteers – Find other areas of interest for them

IV. RPF's – Get quotes and let them know you are getting bids. Low prices add to the bottom line.

V. Wrap-Up and Thank You

Volunteers
Sponsors, Prospective Sponsors for next year
Large Donors, etc.
Thank you gift, certificates, photos, etc.

Donna V. Ghioto
dghioto@adelphia.net

Success Marketing and Consulting
9971 Daphne Avenue, Palm Beach Gardens, FL 33410
Phone 561-602-3726 Fax 561-828-7629

**AFP MEMBERSHIP SCHOLARSHIPS
ARE AVAILABLE – CONTACT GRAHAM RUSSELL
FOR MORE INFORMATION AT 832-5196 ext. 1117**

• Visit the AFP website at www.afppbc.org for current AFP Job Bank Listings

NOTE TO EMPLOYERS AND JOB SEEKERS: This column will continue to be published as a free service to our AFP members and member agencies. There is a nominal charge of \$25 per listing to non-AFP members and member agencies. Please contact Job Bank Chair and Board Member, Dennis Krause at 561-637-7566 or email him at dkrause@adelphia.net. Text may be edited due to space constraints. In an effort to improve this feature of the newsletter, we're including – on a space available basis – job listings from the Central Florida AFP group. They are printing ours in their newsletter in exchange.

Corporate Market Director– *American Heart Association, Palm Beach Cty.*

American Heart Association is seeking a dynamic career minded individual to be part of our fundraising team. Must have a proven track record of success in sales or fundraising, be detail oriented, have excellent interpersonal skills, and ability to multi-task and follow through. Knowledge of principles, practices and techniques of fundraising and community organization and volunteer recruitment. *Please forward resume to Cari Crady, 2300 Centrepark West Drive, West Palm Beach, FL 22309 or email cari.cradly@heart.org*

Fund Raiser– *Arthritis Foundation*

To expand letter/mail campaign and recruit volunteers to increase revenues. Letter writing and computer skills required. *Please send resume to: Abby*

Begel, Arthritis Foundation, 400 Hibiscus Street, Suite 100, West Palm Beach, FL 33401, or fax to 1.561.833.0311. No phone calls please.

Planned Giving Officer–

Major charitable organization is looking to hire a Planned Giving Officer in West Palm Beach with approximately three years experience. Salary range \$55,000-\$65,000. *Please contact Michelle Conrad at Management Recruiters-Mid Hudson Valley, 845-227-3161, or via email at mconrad@mrmidhudvalley.com.*

Development Associate

Seeking dedicated professional to manage direct mail campaign, write small grants and assist with government and other large applications, maintain grants data base and perform administrative functions for development office. Must

be extremely computer literate, have experience with large mail campaigns, and possess excellent writing and time management skills. *For immediate consideration, please fax resume and writing sample to (561)683-7600 attention Rosanne.*

Fundraising Director– *American Heart Association, Boca Raton Office*

Fundraising Director is needed to be responsible for the Annual Boca Raton Heart Ball. *Contact Nick Buchholz, 2300 Centrepark West Drive, West Palm Beach, FL 33409; phone 561-697-6600*

Seeking Position

Experienced foundation/grant expert seeking a full-time or part-time consulting position. Discretion requested. *Pease leave a message at 561.965.9995.*

MONTHLY MEETING NOTICE

June 17, 2004

“What Every Development Professional Needs to be Doing”

CAL COUGLAS EXECUTIVE SEARCH, INC.

Speaker: Cal Douglas, FAHP, CFRE

The Governor’s Club

Noon Buffet Luncheon

11:30 a.m. Networking • 12:00 Program

Fax or email your RSVP to:

Kathleen B. Emmett (561) 494-2922

kemmett@thelordsplace.org by April 9, 2004

Member Registration

Name _____

Organization _____

Phone _____

Guest Registration

Name _____

Organization _____

Phone _____

Are you an AFP member? Yes No

If no, would you like membership information? Yes No

PREVIEW OF MEETING

Topic to be discussed...

Career Management Strategy

- Do you know if you are ready for that next job?
- Do you know how to proceed in your job search?
- Do you know the five most common mistakes job seekers make?
- Do you know the five things to avoid in your job search?

Planet Philanthropy 2004 SAVE THE DATE

September 19-21, 2004 – Conference
September 22 – Planned Giving Seminar
(First Course and Survey Course will also be available)
Adam’s Mark Hotel
Jacksonville, Florida

More information will be arriving shortly by mail but save the date now.



Palm Beach County Chapter Board of Directors

PRESIDENT

Suzanne Cabrera, CFRE
The Lord's Place, Inc.

561-494-0125 ext. 137
scabrera@thelordsplace.org

PRESIDENT-ELECT

Stanton F. Collemer
Palm Healthcare Foundation

561-833-6333
scollemer@palmhealthcarefoundation.org

SECRETARY

Lorie Stinson
South Florida Fair and Exposition

561-790-5245
lorie@southfloridafair.com

TREASURER

Stephen Bardy
Children's Home Society of FL

561-868-4300
stephen.bardy@chsfl.org

VICE-PRESIDENT— PROGRAMS

Marie A. Bloom Deckert, CFRE
Bascome Palmer Eye Institute

561-515-1527
mbloom@miami.edu

VICE-PRESIDENT— MEMBERSHIP

Kristin Lidinsky
Healthy Mothers, Healthy Babies

561-732-2110 ext. 225
klidinsky@hmbhpbpc.org

AFP FOUNDATION CHAIR

Joanne W. Towner, CFRE
Easter Seals Florida

561-471-1688
jtowner@fl.easter-seals.org

MEMBER SOCIAL CHAIR

Margaret P. Hudson
At Home Safe Foundation

561-433-0060
mhudson@tcphs.org

CERTIFICATION/EDUCATION CHAIR

Richard T. Schuster, CFRE
Palm Beach Comm College Fdtn

561-868-3450
schuster@pbcc.edu

FLORIDA CONFERENCE CHAIR

Stephen Bardy
Children's Home Society of FL

561-868-4300
stephen.bardy@chsfl.org

JOB BANK CHAIR

Dennis Krause
International Interior Design Assoc.

561-637-7566
dkrause@adelphia.net

CHAPTER SERVICES CHAIR

Kathleen Emmett, CFRE
The Lord's Place

494-0125 ext. 126
kemmett@thelordsplace.org

MENTORING CHAIR

Jan Rodusky
Palm Healthcare Foundation

561-833-6333
jrodusky@palmhealthcarefoundation.org

DIVERSITY CHAIR

Raymond T. Adams
PATCH Advisory Council

561-840-0194
PatchofPBC@aol.com

NEWSLETTER CHAIR

Sandy Thomas
KidSanctuary, Inc.

561-882-0342
thomasart@adelphia.net

PUBLIC RELATIONS CHAIR

Patricia Montesino, CFRE
School of the Arts Foundation

561-805-6298
pmontesino@soafi.org

SCHOLARSHIP CHAIR

Graham M. Russell
Norton Museum of Art

832-5196 ext. 1117
russellg@norton.org

NATIONAL PHILANTHROPY DAY CHAIR

Suellen K. Mann
Jupiter Medical Center Foundation

561-745-5728
smann@mail.jupitermed.com

IMMEDIATE PAST PRESIDENT

Roxanne Jacobs, CFRE
Palm Beach Hab Center

561-965-8500
rjacobs@pbhab.com

YOUTH IN PHILANTHROPY AWARD

The Association of Fundraising Professionals (AFP) strives to enhance philanthropy and volunteerism through programs of education, research and service that will benefit all those who lead, serve and support non-profit institutions.

Each year, Palm Beach County Chapter of AFP honors individuals and groups who, through their hard work and dedication have enhanced philanthropy in their communities.

We honor those who have made significant contributions through time, talent or treasure, to nonprofit organizations.

Nominate an Outstanding Student Volunteer in Palm Beach County to be recognized at

“National Philanthropy Day” November 17, 2004

CRITERIA: Nominations come from Parents, Teachers, and/or Mentors

TO QUALIFY:

- Students must be in the 11th or 12th grade.
- Must have done volunteer work that has made a significant impact for a not-for-profit organization.
- Must have volunteered 85 or more hours per year.

*A \$100 donation to the student's favorite charity.
\$250 scholarship to the student's college of choice.*

Please use nomination form below:

Nomination Form

Name of Nominee

Student Phone & Contact Information

Student School/Grade & Age

Volunteer Experiences:

Brief Summary of Why Student should Be Honored:

USE ADDITIONAL SHEET IF NEEDED

MAIL TO:
Jan Rodusky, 1016 N. Dixie Hwy., West Palm Beach, FL 33401