

February 5, 2004

MEMORANDUM

TO: The External Affairs Committee:

Thomas A. Saunders, III, Chair
Thomas J. Bliley, Jr.
Mark J. Kington
Lewis F. Payne
Gordon F. Rainey, Jr., Ex Officio

and

The Remaining Members of the Board:

William G. Crutchfield, Jr.	Terence P. Ross
Susan Y. Dorsey	Warren M. Thompson
Thomas F. Farrell, II	E. Darracott Vaughan, Jr., M.D.
Charles L. Glazer	Georgia M. Willis
William H. Goodwin, Jr.	John O. Wynne
Don R. Pippin	John R.M. Rodney

FROM: Alexander G. Gilliam, Jr.

RE: Minutes of the External Affairs Committee Meeting on
February 5, 2004

The External Affairs Committee of the Board of Visitors of the University of Virginia met, in Open Session, at 1:00 p.m., Thursday, February 5, 2004, in the East Oval Room of the Rotunda; Thomas A. Saunders, III, Chair, presided. Thomas J. Bliley, Jr., Mark J. Kington, Lewis F. Payne, and Gordon F. Rainey, Jr., Rector, were present.

Also present were Ms. Susan Y. Dorsey, Thomas F. Farrell, II, Charles L. Glazer, William H. Goodwin, Jr., Warren M. Thompson, E. Darracott Vaughan, Jr., M.D., Ms. Georgia M. Willis, John O. Wynne, and John R.M. Rodney.

Present, too, were John T. Casteen, III, Leonard W. Sandridge, Alexander G. Gilliam, Jr., Paul J. Forch, Robert D. Sweeney, Gene D. Block, Ms. Colette Sheehy, Ms. Patricia M. Lampkin, Ms. Yoke San L. Reynolds, H. Eugene Lockhart, Jr., and Ms. Jeanne Flippo Bailes.

The Chair asked Mr. Sweeney, Senior Vice President for Development and Public Affairs, to present the Agenda.

REPORT ON UNIVERSITY FOUNDATIONS

Mr. Sweeney introduced Ms. Reynolds, Vice President for Finance, who gave the customary report - made at the Winter Board meeting - on University-Related Foundations. Ms. Reynolds reminded the Committee that each foundation, in accord with the Policy on University Related Foundations approved by the Board in 1992 and modified in 2000, submits an annual report with such information as audited financial statements, tax returns, approved operating budgets, and the like. She referred Members to documents, previously distributed to them, which outlined information received from each foundation.

VICE PRESIDENT'S REPORT:

Mr. Sweeney next reported on a miscellany of subjects.

PHILANTHROPIC CASH FLOW

Mr. Sweeney said giving is down for the first four months of the current fiscal year: the total is \$48,009,513, as opposed to \$140,692,953 in the same period last year. The difference reflects not only the fact that there have been no eight-figure gifts recently, but also gifts from the bequest of David A. Harrison which came in last year.

Preliminary figures from December indicate a good month with some \$49,000,000 received, but that figure is still lower than last year.

Mr. Sweeney, in reply to questions, gave a short summary history of some previous large gifts.

UNIVERSITY DEVELOPMENT OFFICE REORGANIZATION

In order to better position the Development Office for the forthcoming Campaign, the Development Office has been reorganized. New efforts will be directed toward emphasizing work with donors and prospective donors at the \$1million and greater level, especially those able to contribute more than \$5million. More emphasis will be placed on reunion giving and on affinity groups. Efforts will be concentrated on alumni who have seldom, or never, given to the University.

Mr. Sweeney described these plans and showed the Committee an organization table which outlined the organizational changes necessary to achieve these goals.

In response to questions, Mr. Sweeney said emphasis will be placed on donor wishes. Regional officers will develop thorough knowledge of their respective areas and the prospective donors in them.

REPORT ON THE WORK OF THE ALUMNI RELATIONS TASK FORCE

Mr. Sweeney introduced Mr. Lockhart, an alumnus of both the School of Engineering and the Darden School and the chairman of the Alumni Relations Task Force appointed by the President.

Mr. Lockhart said the Task Force was at the midpoint of its work. He outlined their *modus operandi*, as well as some of their findings to date and preliminary conclusions. He said he would return to the Committee in April with another report.

VICE PRESIDENT'S REPORT - CONTINUED

Mr. Sweeney reported on several topics. Recruitment of the Campaign Executive Committee for the forthcoming Campaign is in progress, with nine members recruited so far; the remainder should be enlisted by June. The nine to date are Mesdames Sonja L. Hoel and Marjorie H. Webb, together with Messrs. A. Macdonald Caputo, Everette Doffermyre, Jr., Christopher B. Galvin, Paul T. Jones, Reginald W. Lathan, John L. Nau, III, Gregory H. Olsen, Thomas A. Saunders, III, and Jeffrey C. Walker.

Mr. Sweeney told the Committee that gifts made toward certain major institutional programs launched after the last campaign but before the start of the new campaign will be included in the new campaign as "Carry Forward." Approximately \$350million in gifts has been counted in this way.

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On motion, the meeting was adjourned at 2:30 p.m.

AGG:lah

These minutes have been posted to the University of Virginia Board of Visitors website.

<http://www.virginia.edu/bov/externalminutes.html>