

**Mission Statement:** "United Way collaborates with partner agencies to strengthen and improve Health, Education and Income Stability in Southeast Alaska."

**United Way of Southeast Alaska  
Board of Directors Meeting**

**Thursday, August 07, 2014  
5:15-7:00 PM**

**United Way of Southeast Alaska 3225 Hospital Drive, Suite 201**

**Teleconference: (800) 315-6338, Code: 5530**

---

- I. CALL TO ORDER and INTRODUCTIONS** –Chair Crane
- II: APPROVAL OF AGENDA** – Corrections/Additions
- III: APPROVAL OF MINUTES** – Corrections/Additions  
June 19, 2014 Board meeting minutes
- IV: PRESENTATIONS** –
- V: COMMITTEE REPORTS**
  - Resource Development –
  - Finance Committee - Mark Mesdag, Treasurer, June Finance Statement
  - Campaign Committee –
  - Governance Committee
  - Board Development Committee – Rustan Burton
  - Personnel Committee –Bill Peters, Ann Gifford
  - Community Impact Grant committee report
- VI: STRATEGIC PLAN UPDATE** –
- VII: OLD BUSINESS**
  - 2014 Fall Campaign discussion - Campaign chair/co-chair ideas
  - Juneau Rotary Capital Brewfest obligations and committee representative from UWSEAK
- VIII: NEW BUSINESS**
  - Lease for office space
- IX: CHAIR REPORT** – Karen Crane
- X: PRESIDENTS REPORT** – Wayne Stevens
- XI: BOARD MEMBER COMMENTS**
- XII: ADJOURNMENT**

**Next Meeting August 21, 2014**

<b>2014 Board Member Attendance</b>																<b>%</b>		
<b>Board Term Ends</b>	<b>First Name</b>	<b>Last Name</b>	<b>1/31</b>	<b>2/6</b>	<b>2/20</b>	<b>3/20</b>	<b>4/10</b>	<b>4/17</b>	<b>6/19</b>	<b>8/7</b>	<b>8/21</b>	<b>9/18</b>	<b>10/16</b>	<b>11/20</b>	<b>12/18</b>	<b>Attend</b>	<b>X's</b>	<b>Total</b>
Jan - 2014	Mary	Becker	X	X	X	X	X	E	X							86%	6	7
Jan - 2016	Rustan	Burton	X	X	X	E	X	X	E							71%	5	7
Jan - 2015	Karen	Crane	X	X	X	X	X	X	X							100%	7	7
Jan - 2017	Gail	Dabaluz	X	E	X	X	E	E	E							43%	3	7
Jan - 2016	Ann	Gifford	E	X	X	X	X	X	X							86%	6	7
Jan - 2015	Rosemary	Hagevig	E	E	X	X	E	X	X							57%	4	7
Jan - 2016	Nicole	Hallingstad				X	E	X	E							50%	2	4
Jan - 2015	Erin	Hester	E	X	X	A	X	X	E							57%	4	7
Jan - 2014	Jaysen	Katasse	E	E	X	X	X	X	E							57%	4	7
Jan - 2016	Mark	Mesdag	X	X	X	X	E	X	X							86%	6	7
Jan - 2017	Bill	Peters	X	X	X	X	X	E	X							86%	6	7
Jan - 2016	Robbie	Stell	X	E	E	X	X	X	X							71%	5	7
Jan - 2015	Sheryl	Weinberg	E	E	E	X	E	X	X							43%	3	7
Total Board			18	13	13	14	13	13	13							0	0	4
Attendance			10	8	11	12	8	10	8	-	-	-	-	-	-			
Average Percentage attending			56%	62%	85%	86%	62%	77%	62%	###	###	###	####	####	####	70%		
	X = Attended																	
	T = Teleconferenced in																	
	E= Excused																	
	A=Absent																	

## United Way of Southeast Alaska Board of Directors Meeting

Thursday, June 19, 2014

5:15-6:55 PM

United Human Services Conference Room 3225 Hospital Drive, Suite 101, Juneau, AK

### Board Members in Attendance

Board Members in Attendance					
X	Karen Crane - Chair	E	Erin Hester		<b>Staff</b>
X	Mary Becker - Past Chair	E	Jaysen Katasse	X	Wayne Stevens
E	Rustan Burton – Chair Elect	X	Robbie Stell	X	Anne Flaherty
X	Mark Mesdag –Treasurer	X	Sheryl Weinberg		
X	Bill Peters– Secretary				<b>Guest(s):</b>
E	Gail Dabaluz				
X	Ann Gifford				
X	Rosemary Hagevig				
E	Nicole Hallingstad				
Legend: X = present      E = excused absence      T = teleconference      A=absent					

#### Call to Order and Introductions

Chair Crane called the meeting to order at 5:20PM. A quorum was established with eight board members present.

#### Approval of Agenda

**Motion:**      **Board Member Peters moved to approve the June 19 Agenda as presented.**  
Chair Crane asked if there were any objections to adopting the agenda as presented.

There were no objections to the adoption of the agenda.  
**With no objections, the agenda was adopted as presented.**

**Motion:**      **Board Member Peters moved to approve the minutes from the April 10, 2014, Strategy planning session and the April 17, 2014 Board of Directors meeting. Board Member Stell seconded.**

**With notice that there needed to be corrections made to chair of the Personnel Committee, motion approved unanimously.**

#### PRESENTATIONS – Report on 2013 Audit – Jonathan Kuhn, Altman Rogers & Co., Certified Public Accountants

Jonathan Kuhn, the audit representative from Altman Rogers & Company, reviewed the 2013 audit and Governance letter with the board. He responded to a number of questions and queries from board members. He noted that while there are three deficiencies noted in the Governance letter, he stated that he did not believe these were ongoing problems. They are a result of the major conversion of the database and accounting systems and as such should not be a problem going forward.

#### Committee Reports

##### Resource Development

##### Finance Committee – Mark Mesdag

Treasurer Mesdag reported on the May finance statement. The finance committee had not met to review the May statement due to committee members not available to meet on Monday. Year to date comparison shows the campaign continues to be slightly down from last year but down significantly from what was projected in the

# United Way of Southeast Alaska Board of Directors Meeting

Thursday, June 19, 2014

5:15-6:55 PM

**United Human Services Conference Room 3225 Hospital Drive, Suite 101, Juneau, AK**

budget. Treasurer Mesdag expressed some concerns that the Board needed to know that if we did the same level of campaign activity over the next two years, we would have trouble continuing operations at that point.

**Motion: Board Member Stell moved to accept the May Finance Statements as presented.  
Motion seconded by Board Member Hagevig.  
With no further discussion of the May Finance Statements, the motion was approved unanimously.**

## **Campaign Committee –**

Chair Crane asked for volunteers to help with planning for the fall 2014 campaign process. Karen Crane, Ann Gifford and Robbie Stell agreed to serve on the campaign committee.

## **Governance Committee**

**Personnel Committee – Bill Peters**

**Board Development Committee – Rustan Burton**

**Income Stability – Jaysen Katasse, Gail Dabaluz**

President Stevens reported on the meeting with Board Members Katasse and Dabaluz to start the planning process. They reviewed materials and had a general discussion on ideas and opportunities.

## **Old Business**

## **New Business**

### **Acceptance and Acknowledgement of the 2013 Audit**

**Motion: Board Member Peters moved to accept the 2013 Audit report.  
Motion seconded by Past Chair Becker.  
With no further discussion of the audit, the motion was approved unanimously.**

### **Acceptance and Acknowledgement of the 2012 990 Tax Return**

**Motion: Board Member Peters moved to accept the 2012 990 Tax Return  
Motion seconded by Board Member Hagevig  
With no further discussion of the 990 tax return, the motion was approved unanimously.**

### **United Way Worldwide Membership Application**

President Stevens reviewed the Application for United Way Worldwide 2014 Membership. The Board reviewed the documents and staff answered questions.

**Motion: Board Member Weinberg moved to approve the 2014 United Way Worldwide Membership Application as presented.  
Motion seconded by Board Member Peters  
The motion was approved unanimously.**

**2014 Community Impact funding level as recommended by Finance Committee**

## **United Way of Southeast Alaska Board of Directors Meeting**

**Thursday, June 19, 2014  
5:15-6:55 PM**

**United Human Services Conference Room 3225 Hospital Drive, Suite 101, Juneau, AK**

Pursuant to the recommendation by the Finance Committee, Treasurer asked the Board to approve the funding level for the 2013 Fall Campaign Community Impact grants.

**Motion: Treasurer Mesdag moved to approve the funding the 2013 Fall Campaign Community Impact grants in the amount of \$15,000.00.  
Motion seconded by Board Member Stell  
Treasurer Mesdag answered a few additional questions and after further discussion the motion was approved with one abstention from Board Member Weinberg.**

### **2014 Fall Campaign discussion**

Chair Crane facilitated a general discussion on the upcoming fall campaign, the need for a very coordinated effort this fall and the need to have the finance and campaign committees working together. There was general discussion about potential campaign chairs/co-chairs and discussion on creating a campaign kickoff event for September.

### **Chair Report - Chair Crane**

Chair Crane thanked everyone for their participation and looked forward to the committees beginning their meeting process and discussion.

### **President's Report**

President Stevens then pointed out correspondence in the board packets, including his May and June activity reports, correspondence from Senator Begich, final community impact grant reports from SERRC and JAMM, and a thank you card from Brenda Hewitt for the coffee cards sent out to all the reading tutors. He reported that he had been approached by the Juneau Rotary Club about United Way being a recipient of the funds from their fall BrewFest event. Steven outlined some of the expectations and requirements to be a recipient of these Rotary funds. . He reported that the 2013 United Way of Southeast Alaska annual report was nearing completion and would be inserted in papers across the region in upcoming the weekend editions of the newspapers.

**Motion: Board Member Peters moved to participate in BrewFest.  
Motion seconded by Past Chair Becker.  
With no further discussion of participation, the motion was approved unanimously.**

### **Board Member Comments**

Board Member Hagevig shared that she would like to petition Allen Marine to switch to a whale watching cruise. Board Member Stell would like to schedule a campaign meeting soon.

### **Adjournment**

Chair Crane adjourned the meeting at 7:00 PM

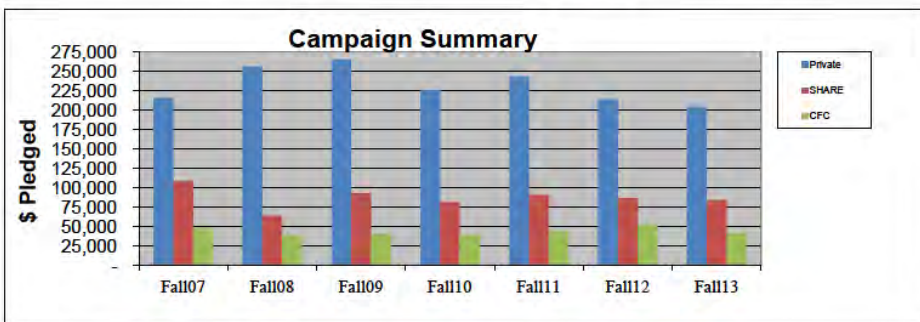


**United Way of Southeast Alaska  
Financial Summary  
May 31, 2014**

	Year to Date Actuals	Year to Date Budget	Variance
<b>Revenues</b>			
<b>Fall 12 Campaigns</b>			
Private Cpgn to UW	111,333	211,830	(100,497)
Community Impact Revenue	23,889	26,095	(2,206)
SHARE Cpgn to UW	3,772	9,000	(5,228)
CFC to UW	1,474	5,500	(4,026)
Uncollectible Pledge Expense	-	(9,572)	9,572
15% from private cpgn	10,363	14,043	(3,680)
<b>Subtotal Campaign</b>	<b>150,833</b>	<b>256,896</b>	<b>(106,063)</b>
<b>Non-Campaign Income</b>	<b>32,625</b>	<b>33,232</b>	<b>(607)</b>
<b>Total Revenues</b>	<b>183,458</b>	<b>290,128</b>	<b>(106,670)</b>
<b>Expenses</b>			
Human Resources	129,752	130,039	286
Travel & Training	4,007	7,013	3,005
Community Impact	-	-	-
Other Expenses	100,675	91,312	(9,363)
<b>Total Expenses</b>	<b>234,435</b>	<b>228,363</b>	<b>(6,071)</b>
<b>Net Income (Loss)</b>	<b>(50,977)</b>	<b>61,765</b>	<b>(112,742)</b>

**Liquidity (Current Ratio)**

		Current FY	Prior FY
<b>Assets, Liabilities &amp; Equity</b>			
<b>Assets</b>			
Cash	207,066		
Accounts Receivable	132,867		
Other	(498)		
<b>Total Assets</b>	<b>339,436</b>		
<b>Liabilities &amp; Equity</b>			
Agency Designations Payable	215,144		
Other	27,514		
Equity	162,685		
<b>Total Liabilities &amp; Equity</b>	<b>405,343</b>		
		August	2.17
		July	2.13
		June	2.22
		May	1.40
		April	2.35
		March	2.41
		February	2.39
		January	2.20
		December	2.27
		November	1.40
		October	2.46
		September	2.06



**Campaign Collections**

	Private	SHARE	CFC	TOTAL
<b>Fall 13</b>				
<b>Total Campaign Pledges</b>	<b>204,312</b>	<b>83,959</b>	<b>41,504</b>	<b>329,774</b>
Designated to UW	135,223	3,772	1,474	140,469
Designated to Agencies	69,089	80,187	40,029	189,305
Total Collections to date	101,000	18,052	4,293	123,345
% Collected	49%	22%	10%	37%
<b>Fall 12</b>				
<b>Total Campaign Pledges</b>	<b>213,870</b>	<b>86,575</b>	<b>52,555</b>	<b>353,000</b>
Designated to UW	152,070	7,854	4,791	164,715
Designated to Agencies	61,800	78,721	47,764	188,285
Total Collections to date	232,703	83,566	44,387	360,656
% Collected	109%	97%	84%	102%



**3<sup>rd</sup> Annual Capital Brewfest**  
**September 13, 2014**



**Expectations for  
Rotary and the Charity Partner**

- I. Expectations of the Juneau Rotary Club:
  - a. Donation – The Rotary Club of Juneau will donate 25% of the net proceeds from the event to the charity partner.
  - b. Marketing – The Rotary Club of Juneau will include the charity partner on all promotional materials, including the event program.
  - c. Due Diligence – The Rotary Club of Juneau will diligently advertise, organize and conduct the event to ensure the event is as successful as possible.
  
- II. Expectations of the Charity Partner:
  - a. Ticket Sales – The charity partner will actively promote tickets sales and refer patrons to the website for ticket purchasing. A goal of 50 tickets to be sold by charity partner.
  - b. Marketing – The charity partner will use available marketing avenues to advertise the event, including using social media and participating in radio or other media interviews if requested. The charity partner is not expected to pay for any advertising (and in fact should not pay for advertising due to arrangement that Rotary has with local media outlets) but use channels available to it that have no additional cost. Please coordinate with the brewfest committee on messaging.
  - c. Volunteers – The charity partner will designate a representative to attend the brewfest committee meetings that will occur approximately twice monthly starting in August 2014. The charity partner will also provide at least 10 volunteers to help the day of the event, including set-up and clean-up for the event.

**Charity Partner Leadership**

Printed Name: \_\_\_\_\_ Signed Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Rotary Event Chair**

Printed Name: \_\_\_\_\_ Signed Name: \_\_\_\_\_ Date: \_\_\_\_\_



**COMMERCIAL SUBLEASE AGREEMENT**

THIS SUBLEASE made and entered into this 1st day of September 2014, by and between: THE UNITED HUMAN SERVICES OF SE ALASKA, a non-profit corporation, hereinafter called Tenant and THE UNITED WAY OF SOUTHEAST ALASKA hereinafter called Subtenant.

WITNESSETH:

The Tenant for and in consideration of the rents hereinafter reserved and of the covenants and agreements herein expressed on the part of the Subtenant, to be kept performed and fulfilled by said Subtenant, does demise and lease unto the Subtenant an office space comprising 548 sq. ft. more or less and identified as Suites 105 and 106 in the building commonly referred to as The Salmon Creek Professional Building at 3225 Hospital Drive. The lease area includes access to all common areas including the Tenant’s conference room at 3225 Hospital Drive, Juneau, Alaska 99801.

TO HAVE AND TO HOLD the above-described property unto the Subtenant for a term commencing on the first day of September 1, 2014 paying rent therefore and yielding possession thereof as hereinafter provided until February 28, 2018.

1. SUBLEASE - It is acknowledged and agreed that this agreement constitutes a sublease of space within a building, which Tenant leases from Mike Pilling and Kerry Kirkpatrick under a certain Agreement for Lease, dated March 1, 2013, a copy of which is attached as Exhibit A, “Master Lease”. Lessee agrees that it will conduct its business in accordance with all restrictions, conditions and requirements set forth in the lease between Tenant and Pilling/Kirkpatrick. By signing this document, the Subtenant attests to having reviewed the master lease and agrees to abide by the duties of the master lease.

2. TERM - The term of this lease shall begin on the 1st day of September 2014. Notwithstanding any other provisions hereof, the term of this lease shall expire at the end of February 2018. Subtenant will have first option at a 3-year lease renewal.

3. RENT - In consideration of the leasing of the premises aforesaid, the Subtenant does hereby covenant and agree to and with the Tenant to pay rent in the amount of ONE-THOUSAND TWO-HUNDRED THIRTY-THREE DOLLARS (\$1233.00) per month for the term of this lease. The first rent payment shall be made on September 1, 2014 and monthly payments in advance shall be due at the start of each month of the calendar year thereafter. Anything in this Lease Agreement to the contrary notwithstanding, at the Tenant’s option, Subtenant shall pay a "late charge" of FIFTY (\$50.00) DOLLARS when paid more than ten (10) days after the due date thereof and an additional FIVE DOLLARS (\$5.00) per day until the rent is paid in full.

\_\_\_\_\_  
For Tenant (Initial)

\_\_\_\_\_  
For Subtenant (Initial)

The rental rate shall automatically be adjusted as of March 1 (the "Adjustment Date") of each year the lease is in effect, the adjustment to be made using the Consumer Price Index prepared by the U.S. Department of Labor Bureau of Labor Statistics for Anchorage, Alaska, All URBAN Consumers (herein Price Index). The adjusted rental rate shall be determined by multiplying the Base Rental Rate by a fraction, the numerator of which is the index most recently published preceding the Adjustment Date and the denominator of which is the index in effect on the date the term commenced. One half of the resultant increase will be added to the rental amount for the subsequent lease year. If the adjusted rate cannot for any reason be calculated as of August 1, Subtenant shall pay rent at the rate for the preceding year; and when the adjusted rate can be calculated, Subtenant shall make a lump sum payment, without the need for demand by Landlord, of the back-due rent. In no case shall the rental rate be less than the Base Rental Rate.

If the publication frequency for the Price Index is changed so that the Price Index is not available to make an adjustment of the rent as specified herein, the adjustment shall be based on the percentage difference between the Price Index for the closest preceding months for which a Price Index is available.

If the Price Index base reference is changed, the adjustment shall be determined with the use of such conversion formula or table as may be published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Price Index is substantially revised or ceases publication, then a substitute for the Price Index shall be utilized for determining adjustments of the rent, which substitute shall be issued by the U.S. Department of Labor, Bureau of Labor Statistics, or by a reliable departmental or other nonpartisan publication, which shall be selected by the Landlord at the Landlord's sole discretion.

Subtenant has deposited with the Landlord the sum of \$0.00 as a security deposit.

4. HOLDING OVER - It is understood and agreed that any holding over or continued use and/or occupancy by the Subtenant, its successor or assigns, of the hereby leased property after the expiration of this Lease shall operate and be construed as a tenancy from month to month at the same monthly rentals set out herein and with the same conditions enforceable at the expiration of this Lease.

5. LIENS - It is hereby covenanted and agreed that during the term hereof, Subtenant shall not allow any mechanic's or material men's liens to attach against said premises, and in no event shall Tenant be liable for liens caused by Subtenant, nor shall Tenant be liable or responsible for injuries to any persons whomsoever on the demised premises, or on account thereof, and Subtenant will pay all bills, charges and rates levied against said premises, such as utilities and similar charges.

6. REPAIRS - Subtenant agrees that it knows the demised premises, knows the condition thereof, and that it will keep said premises in good order and repair, and at the expiration of the term, surrender said demised premises to Tenant in as good

\_\_\_\_\_  
For Tenant (Initial)

\_\_\_\_\_  
For Subtenant (Initial)

condition as when received, reasonable wear and tear excepted. Subtenant shall not be permitted to make any alterations or repairs to the interior or exterior of the presently existing office without the written consent of Tenant and Landlord. At the option of the Subtenant, the Subtenant shall be required at its own cost to remove any alterations placed in said building by the Subtenant and to return the building to Tenant in the same condition at the end of the lease as said building was in at the date of execution of this lease. All repairs, alterations or improvements made or added by the Subtenant to said leased premises shall be made at the sole expense of Subtenant, except insofar as the parties may from time to time otherwise agree in writing. Any damage caused to said building by the removal there from of any items not classed as permanent improvements or alterations shall be repaired by the Subtenant.

7. KEYS -Subtenant shall be responsible for the total cost to re-key the “tower” at 3225 Hospital Drive, Juneau Alaska should Subtenant or their agents lose building keys.

8. DEFAULT - If default be made by Subtenant in the keeping of all or any of the rental terms or covenants herein agreed to be kept or performed by said Subtenant, then it shall be lawful for the said Tenant, at its option, to terminate this Lease and to re-enter upon said premises and to remove all persons and their possessions there from, with or without due process of law, and any damages for such re-entry and eviction are expressly waived by Subtenant, and all improvements made to said premises shall be forfeited to Tenant as rent and liquidated damages; and the Tenant does hereby covenant that on the payment of the rent and the performance of all convents by Subtenant to be paid and performed as herein set forth, said Subtenant shall peaceably and quietly hold and enjoy the above-described premises as herein provided.

Except with respect to the covenant to pay rent, it is understood and agreed that Tenant shall give thirty (30) days written notice of any violation of the terms or covenants of this lease and that the Subtenant shall have this period of time to comply with the covenants and agreements of which he is in violation. It is further agreed that if there should be a default in the covenant or agreement to pay rent, that the Subtenant shall have a thirty (30) day grace period before re-entry shall be made by the Tenant.

9. NOTICE - It is further agreed as a condition of this lease that in every case, where, in the opinion of the Tenant or under the conditions of this lease, it shall be deemed necessary for the interest of the Tenant to serve a notice or demand on the Subtenant concerning this lease or any of the conditions or provisions thereof, it shall be sufficient service of such notice, demand or declaration to leave a copy at the demised premises with the person apparently in charge thereof, or by posting the same on the front of the principal entrance to Subtenant’s offices on the premises.

10. USE - Said premises shall be used only for office space and other lawful purposes normally associated with use of the premises as office space.

\_\_\_\_\_  
For Tenant (Initial)

\_\_\_\_\_  
For Subtenant (Initial)

11. INSURANCE – Subtenant agrees to take such steps as it may deem necessary and adequate for the protection of itself, and its agents, employees, and invitees, and the property of the foregoing, against injury, damage or loss, by insurance, as a self-insured, or otherwise. Tenant, its agents and employees shall not be liable for any damage to property of the Subtenant entrusted to the employees of the Building or to any property, goods, or things contained in the Leased Premises or stored in any portion of the Leased Premises, or any other part of the Building, unless due to negligence of the Tenant or its agents.

Subtenant will indemnify the Landlord and save it harmless from and against any and all claims, actions, damages, liability expense in connection with the loss of life, personal injury and/or damage to property arising from or out of the occupancy or use by the Subtenant of the Leased Premises or any part thereof or any other part of the Landlord's property, occasioned wholly or in any part by any act or omission of the Subtenant, its agents, contractors, employees or invitees.

Subtenant shall carry liability insurance in an amount of no less than One Million Dollars (\$1,000,000.00) per occurrence. Such liability insurance shall expressly name THE UNITED HUMAN SERVICES OF SE ALASKA as additionally insured and be non-cancelable except upon at least ten (10) days advance notice to the Tenant, and the Subtenant shall provide evidence thereof within seven (7) days after the execution of this lease, and thereafter upon renewal of any such insurance coverage. Subtenant shall carry comprehensive insurance for furnishings, equipment and inventory housed within leased premises.

12. UTILITIES - The Tenant acknowledges that heat and lights are included as a part of the leased area. Janitorial services are included as a part of the lease agreement. Phone, internet and fax are the responsibility of the Subtenant.

13. COMMON AREAS - It is understood that the Subtenant will have access to certain areas hereinafter described as Common Areas. These will include the building's rest rooms, the Tenants conference room and lobby area. Access to these Common Areas will be afforded at no additional cost to the Subtenant. It is understood that a mutually acceptable plan has been implemented to reserve the use of the conference area.

14. PAYMENT OF WITHHOLDING TAXES - It is agreed between the Tenant and the Subtenant that the Subtenant shall be solely responsible for any and all withholding taxes required by either the State or Federal Governments to be paid for any employees of the Subtenant or for any employees of agents, sub-contractors or sub-Lessees.

15. HOLD HARMLESS - The Subtenant agrees to hold the Tenant harmless for any and all claims made against the Tenant arising out of the occupancy of the premises by the Subtenant.

\_\_\_\_\_  
For Tenant (Initial)

\_\_\_\_\_  
For Subtenant (Initial)

16. POSSESSION - It is agreed that the Subtenant have Possession of the demised premises on the first day of September 2014, and upon payment of rent and abiding by the covenants and conditions of, and performing under this lease as required herein, shall enjoy peaceful and uninterrupted use and enjoyment of the premises.

17. ASSIGNS - This agreement shall inure to the benefit of and be binding upon all the parties hereto, their heirs, representatives, successors and assigns. Nothing in this paragraph shall be construed as altering any restrictions set forth elsewhere in this document on Subtenant's ability and authority to sublease or assign its leasehold interest.

18. This agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Alaska.

DATED at Juneau, Alaska this \_\_\_\_ day of \_\_\_\_\_ 2014.

TENANT:

UNITED HUMAN SERVICES  
OF SE ALASKA

SUBTENANT:

UNITED WAY OF SOUTHEAST ALASKA

By: \_\_\_\_\_

Paul Douglas, President/CEO

By: \_\_\_\_\_

Wayne Stevens, CEO

\_\_\_\_\_  
For Tenant (Initial)

\_\_\_\_\_  
For Subtenant (Initial)

July 01, 2014

Allan R. Klein  
Trustee  
Alvin A. and Roberta T. Klein Trust  
7715 Hertfordshire  
Klein Texas, 77379

<u>Date</u>	<u>Amount</u>	<u>Fund</u>	<u>Payment</u>
12/21/2013	\$5,000.00	United Way of Southeast Alaska	Check

Dear Mr. Klein,

Thank you! The United Way of Southeast Alaska Board of Directors joins me in sending heartfelt thanks for your generous gift supporting the 2013 United Way Campaign. Your contribution is combined with hundreds of others to achieve a real impact in the lives of our neighbors and community.

To **LIVE UNITED** means to give what we can to **Advance the Common Good**. United Way of Southeast Alaska is committed to strengthening our communities in Southeast Alaska by focusing on these regional priorities:

Education: Helping children and youth achieve their potential

- More children enter school with the language and literacy skills they need for success
- More youth make positive choices leading to success in school and life

Income: Promoting financial stability and independence

- More individuals and families in Southeast Alaska meet their basic needs and increase their resources
- More individuals in Southeast Alaska are housed and connected to the right resources

Health: Working toward healthier individuals and communities

- More Southeast Alaska residents gain access to health education and regular health screenings
- More low income residents in Southeast Alaska have access to quality health care

Your gift is used efficiently. United Way of Southeast Alaska does community-wide fundraising so our 35 partner agencies can focus on delivering select services to people in 26 communities in Southeast Alaska each year. Even so, we keep our overhead expenses low. Only 15% of your donation is spent on administrative and fundraising costs, which is well below the national average. 99% of your money stays right here in Southeast Alaska.



At your request, we are noting this gift as being from Jesse and Renee Escamilla III. We would respectfully request a mailing address for the Escamilla's, so that we may appropriately thank Mr. and Mrs. Escamilla III for their very thoughtful and generous gift. Additionally, I am forwarding along a copy of our 2013 Annual Report for your review.

We know you make careful decisions about the programs you support and we appreciate your investment in United Way and the communities we serve. Please let us know if we can answer any questions about United Way or the agencies we serve.

Thank you for the generous gift to United Way and our program of work. Please know that it is truly appreciated.

With warmest regards,

Wayne A. Stevens  
President/CEO

*No goods or services were provided to this donor as a result of this donation. Please keep this letter as a record of receipt for the IRS. United Way of Southeast Alaska is a 501(c)3 organization as determined by the Internal Revenue Service. United Way of Southeast Alaska's tax ID number is 92-0103202. Save this letter if you itemize your deductions.*

**United Way  
Worldwide**

701 North Fairfax Street  
Alexandria, Virginia 22314-2045  
tel 703.683-7810  
[www.liveunited.org](http://www.liveunited.org)

Stacey D. Stewart  
U.S. President  
United Way Worldwide



*Rec'd  
8/4/2014  
File  
& Binded Packet*

July 25, 2014

Mr. Wayne Stevens  
CEO  
United Way of Southeast Alaska  
3225 Hospital Drive, Suite 201  
Juneau, AK 99801

Dear Wayne:

Thank you. United Way of Southeast Alaska's 2014 membership requirement annual filings to United Way Worldwide are complete. Your United Way is among those that fulfilled the membership commitment for 2014 by their due dates, and your diligence is appreciated.

Enclosed is a 2014 bar for your membership plaque. If you need a plaque, please contact the membership team with an email to [membership@unitedway.org](mailto:membership@unitedway.org). If you have any other questions, please contact Jenny Palazio at [jenny.palazio@unitedway.org](mailto:jenny.palazio@unitedway.org) or at 800.892.2757, Ext. 511.

Thank you, again, for your commitment to these standards and for the value that your efforts bring to the network.

Sincerely,

A handwritten signature in black ink, appearing to read "Stacey D. Stewart".

Stacey D. Stewart  
U.S. President



**Empowering  
teenagers  
to educate  
and inspire  
their peers,  
their families  
and their  
community**

**CREATE** *peer to peer  
dialogue with other  
teens in Juneau*

**ACT** *as a resource  
for sexual health info  
and youth focused  
community services*

**PRESENT** *as a  
volunteer educator or  
performer on topics  
such as harassment,  
relationships, HIV/  
AIDS, dating violence,  
STDs, decision making  
& positive culture in  
your community*

**BE** *part of the solution  
while connecting  
with others in social  
justice work*

Thursday, July 31, 2014  
6pm-7pm

Stop by for pizza, fun &  
Teen Council info!

Planned Parenthood  
Health Center  
3231 Glacier Highway  
Contact Cori at 209.7051

Apply here!  
[surveymonkey.com  
/s/TeenCouncil2014](http://surveymonkey.com/s/TeenCouncil2014)





I'm excited to share a quick update about our **Planned Parenthood education programs** in Juneau, and ask for your help in spreading the word about an upcoming **Juneau Teen Council** outreach event next **Thursday, July 31st from 6-7pm.**

### *We thought you might like to know that during the past year...*

- **Planned Parenthood** hosted **4** successful family workshops, engaging almost **60** parents and youth on relevant topics related to healthy sexuality development.
- Age appropriate, medically accurate **healthy sexuality education** was provided to approximately **250** non-duplicated Juneau youth between the ages of 9-18.
- We completed our first full year of the **Juneau Teen Council** program with **4** teens collectively contributing **575** hours of volunteer engagement and service as Teen Council members.
- Two **Juneau Teen Council** members attended the Lead On! for Peace and Equality youth conference in Anchorage.
- **Juneau Teen Council** members presented about leadership and Teen Council at the Statewide Prevention Summit hosted by the Council on Domestic Violence and Sexual Assault.
- **Juneau Teen Council** members created a fantastic youth-driven video about healthy relationships, healthy sexuality and non-violence with other teens involved in the Lead On! for Peace and Equality community project! Can you believe the video has already been viewed **600** times on YouTube since it was uploaded in June?!
- The **Juneau Teen Council** received a **\$3,000** award from the Great Blue Heron Fund of the Juneau Community Foundation!
- We successfully retained/recruited **5** teens for the 2014-2015 **Juneau Teen Council**.

We are grateful for all the support we have received in the community and thrilled to see **healthy sexuality education**, **peer education**, and the **Juneau Teen Council** program growing in such amazing ways!

*...And this is where we need your help! Can you please help us identify just a couple more teens to join the Juneau Teen Council for the 2014-2015 school year?!*

### **A few more details...**

- **Teen Council** is an engaging **peer education** program that inspires and trains **10th, 11th & 12th** graders to become effective and passionate sexuality educators and advocates.
- **Juneau Teen Council** members meet weekly to learn prevention strategies and presentation skills on a variety of adolescent and healthy sexuality topics.
- More information about Teen Council can be found at [www.peereducationinstitute.org](http://www.peereducationinstitute.org)

We're holding a fun Teen Council outreach event next **Thursday, July 31st from 6-7pm** at the Planned Parenthood Health Center. Will you please help us spread the word by forwarding this email and the attached flyer to any teens you know that might be interested? Thank you—we greatly appreciate your support!

Cori Stennett, Community Outreach Educator  
Planned Parenthood of the Great Northwest

*Summer 2014*

## **Presidents Report for August 7, 2014**

### **Meetings**

- 6/20 – Reading Tutor discussion next school year w/Heather Mitchell, meeting w/Jayne Andreen Dept of Health, Alaska Air reception campaign discussion
- 6/21 – Royal Caribbean donation coordination
- 6/22 – GCI Board of Directors reception
- 6/23 – PCI DSS Compliance certification for website
- 6/24 – Rotary meeting
- 6/25 – Lunch Jim Calvin, Juneau Economic Development plan & social service impacts
- 6/26 – Dirk Van den Bosch conversation, Chamber lunch, Nonprofit Executive meeting
- 6/27 – Lunch w/Board member Bill Peters
- 7/1 – Radiance of Sea contributions
- 7/2 – Dirk Van den Bosch conversation,
- 7/7 – Resource Development committee meeting, KTOO Juneau Afternoon show
- 7/8 – Rotary meeting
- 7/9 – Lunch w/ Samantha Dye Leadership programs
- 7/10 – Ted Wilson JSD Curriculum Director, Health Improvement project teleconf
- 7/11 – Resource Development committee meeting, Adam Wilkinson computer upgrades
- 7/15 – Rotary meeting
- 7/17 – Wells Fargo advisory board meeting, Sam Ortiz final review
- 7/18 – Downtown Improvement Group meeting, Capital Chat recording with Karen Crane, MASST intern meeting
- 7/20 – 8/2 – Vacation, Out of office
- 8/4 – Finance Committee meeting, Staff farewell for Samantha Ortiz AmeriCorps volunteer
- 8/5 – Rotary meeting, UPS campaign webinar
- 8/6 – B.A.M. meeting
- 8/7 – UWW webinar training, Community Impact Committee grant review, UWSEAK Board meeting

### **Worked on following tasks –**

- 2013 annual audit -completed
- 2012 Form 990 filed – completed
- United Way annual membership certification – completed
- PCI DSS Compliance certification
- Income Stability resource map development
- Marketing strategies for 2014 fall campaign
- Campaign brochure development