

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, November 19, 2014

5:15-7:00 PM

United Way of Southeast Alaska 3225 Hospital Drive, Suite 201

Teleconference: (800) 315-6338, Code: 32251#

- I. CALL TO ORDER and INTRODUCTIONS** –Chair Crane
- II: APPROVAL OF AGENDA** – Corrections/Additions
- III: APPROVAL OF MINUTES** – Corrections/Additions
October 16, 2014 Board meeting minutes
- IV: PRESENTATIONS** –Campaign Update – Jennifer Treadway, Resource Development Director
- V: COMMITTEE REPORTS**
 - Resource Development –
 - Finance Committee - Mark Mesdag, Treasurer,
 - Campaign Committee – Bill Peters, Rustan Burton
 - Governance Committee
 - Board Development Committee – Rustan Burton
 - Personnel Committee –Bill Peters, Ann Gifford
 - Education Committee – Robbie Stell, Ann Gifford
 - Income Stability Committee – Gail Dabaluz, Jaysen Katasse
- VI: STRATEGIC PLAN UPDATE** –
- VII: OLD BUSINESS**
 - 2014 Fall Campaign discussion – Updates on campaign presentations
 - Lease decision updates
- VIII: NEW BUSINESS**
 - Election of Small Agency Representative to the Board
 - President/CEO Evaluation
- IX: Executive Session**
- X: CHAIR REPORT** – Karen Crane
- XI: PRESIDENTS REPORT** – Wayne Stevens
- XII: BOARD MEMBER COMMENTS**
- XIV: ADJOURNMENT**

Next Meeting December 18, 2014

Vision Statement: "United Way of Southeast Alaska addresses individual needs and improves lives by organizing the caring and collaborative power of our communities"

United Way of Southeast Alaska Board of Directors Meeting

Thursday, October 16, 2014
5:15-6:55 PM

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

Board Members in Attendance

X	Karen Crane - Chair	T	Erin Hester		Staff
E	Mary Becker - Past Chair	X	Jaysen Katasse	X	Wayne Stevens
X	Rustan Burton – Chair Elect	E	Robbie Stell	X	Jennifer Treadway
X	Mark Mesdag –Treasurer	X	Sheryl Weinberg		
X	Bill Peters– Secretary				Guest(s):
T	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 5:19 PM. A quorum was established with ten board members present or on the telephone.

Approval of Agenda

Motion: **Chair Crane asked that the agenda be amended to add a discussion of lease space.**
Chair Crane asked if there were any objections to adopting the agenda as amended.

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

Motion: **Secretary Peters moved to approve the minutes from the August 07, 2014, Board of Directors meeting. Board Member Mesdag seconded.**

Motion approved unanimously.

Motion: **Chair Elect Burton moved to approve the minutes from the August 21, 2014, Board of Directors meeting. Secretary Peters seconded.**

Motion approved unanimously.

Motion: **Treasurer Mesdag moved to approve the minutes from the September 18, 2014, Board of Directors meeting. Secretary Peters seconded.**

Motion approved unanimously.

PRESENTATIONS – Report on 2014 Day of Caring activities Jennifer Treadway, Resource Development Director

Ms. Treadway gave a report of the 2014 Day of Caring activities. This year, United Way of Southeast Alaska matched approximately 65 volunteers from 5 local businesses with 10 projects at local non-profit organizations. Each workplace team member volunteered his/her time and skills in order to complete much needed service projects.

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Committee Reports

Resource Development

Finance Committee – Mark Mesdag

Treasurer Mesdag reported that there was no finance statement to present. The finance committee had not met to review the September statement. He has been in consultation with Len Lambert with United Way of Anchorage as they work through the close out of the fiscal year. The Altman Rogers auditors have been working with staff all week on the FY 2014 audit. So far there seem to be no major findings or challenges. Some clarifications and minor clean up of items required thus far, but all in all, the audit process seems to be much smoother this year. Staff continues to work on developing budget and will have it ready to present to finance committee shortly.

Campaign Committee – Bill Peters, Rustan Burton

Internal Campaign committee Chair Peters reported on campaign progress thus far.

Governance Committee

Board Development Committee – Rustan Burton

Chair Elect Burton will be meeting with Stevens to review terms of board members and developing suggestions for new and additional board members.

Personnel Committee – Bill Peters, Ann Gifford

Secretary Peters offered up his thoughts on conducting staff evaluation. He will be calling a meeting of the Personnel Committee to meet in the next couple of weeks to discuss Wayne's evaluation and job description. Wayne has been without an evaluation since February 2013. The evaluation delivered at that time was actually for the period ending July 2012. His performance has not been reviewed since. Additionally, at the time he was last evaluated there was a discussion directed at revising the CEO Job Description.

Education Committee - Robbie Stell, Ann Gifford

Board Member Gifford reported they would be convening the Education committee to meet with the new Reading Tutor Coordinator Lisa Worl in the coming weeks.

Income Stability Committee – Gail Dabaluz, Jaysen Katasse

Board Members Katasse and Dabaluz have met and continue to discuss ideas and ways to provide services and ideas for the students in the school system and to include the alternative school.

Old Business

2014 Campaign discussion – Updates on campaign presentations

Chair Elect Burton and Secretary Peters led the discussion on how board members have met their goals of contacting businesses. They also facilitated brain storming on additional companies and organization to reach out to and see if they could engage the business or organization in a workplace campaign effort. Staff will update the list with the new companies and organizations and e-mail the list out to board members.

United Way of Southeast Alaska Board of Directors Meeting

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New Business

Resignation of Board member Nicole Hallingstad

Board Member Hallingstad has tendered her resignation to the board with regrets. Her work commitments are changing and she will be spending more time out of Juneau.

Motion: Board Member Peters moved to accept the Resignation of Board Member Hallingstad with regrets
Motion seconded by Board Member Hagevig
The motion was approved unanimously.

Replacement of Small Agency Representative to the Board

Staff reported that the line of demarcation between small agency and large agency is the budget amount of \$1.5 million. Large Agency Representative Weinberg suggested that Joy Lyon, Executive Director of AEYC be nominated as the Small Agency Representative. Stevens was directed to reach out to Ms Lyon to gauge her interest in serving in that position.

Replacement of Board Representative to the United Human Services Board

President Stevens reported that the current United Way representative to the United Human Services (UHS) Board is Past Chair Lance Stevens. Mr. Stevens is stepping up to be the Chair of the Juneau Chamber of Commerce Board and would like to reduce his other commitments. As such, he is requesting to be dismissed from his obligation to represent United Way on the UHS Board.

Chair Crane inquired as to any board members interest in serving as the United Rep to the UHS Board. Board member Gifford indicated that she has some familiarity with building issues and leasing. She would be willing to step in to represent United Way.

Motion: Secretary Peters moved to accept the Resignation of United Way representative Lance Stevens to the UHS Board and nominate Board Member Gifford to fill that position.
Motion seconded by Board Member Katasse
The motion was approved unanimously.

Lease Space

President Stevens reported that he has signed a Memorandum of agreement to extend the lease in the current space until such time as a decision is made on new space. He has requested and received on behalf of the UHS board quotes to remodel the space on the first floor of the Salmon Creek Building. The UHS board will be meeting to decide which of the bids to accept. Staff has explored other lease space options and continues to review options. Stevens is also exploring the history of the legal relationship between United Way and UHS and will report back on his findings and conclusions at the November meeting.

Chair Report - Chair Crane

Chair Crane thanked everyone for their participation and looked forward to everyone making their contacts with the companies they committed to contact. She hoped they would strongly encourage workplace campaigns be held at the businesses.

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President's Report

President Stevens then pointed out correspondence in the board packets, including his September activity reports, press release from Catholic Community Services announcing a very generous \$75,000 challenge grant from the Gaguine Foundation, the NAMI September newsletter with a nice mention of United Way and their Community Impact Grant, a thank you card from the Shepherd of the Valley for the United Way Community Impact grant to help run their summer lunch program.

Board Member Comments

None

Adjournment

Chair Crane adjourned the meeting at 7:00 PM

United Way of Southeast Alaska

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unitedwayseak.org

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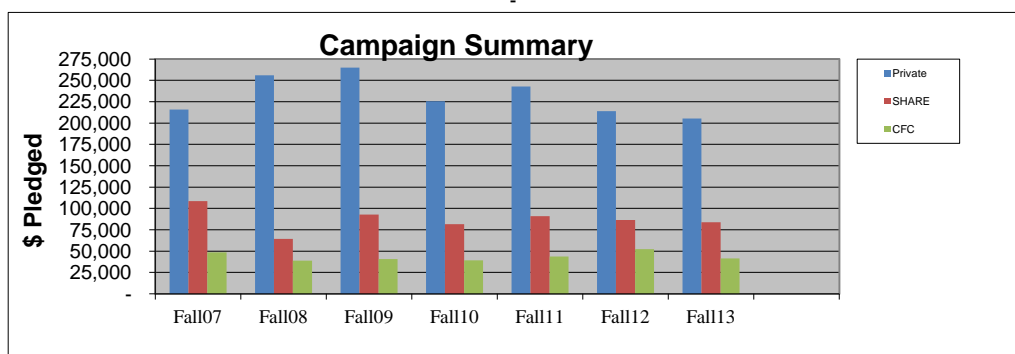
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**United Way of Southeast Alaska
Financial Summary
October 31, 2014**

	Year to Date Actuals	Year to Date Budget	Variance
Revenues			
Fall 14 Campaigns			
Private Cpgn to UW	-	-	-
Community Impact Revenue	-	-	-
SHARE Cpgn to UW	-	-	-
CFC to UW	-	-	-
Uncollectible Pledge Expense	-	-	-
15% from private cpgn	-	-	-
Subtotal Campaign	-	-	-
Non-Campaign Income	31,335	-	31,335
Total Revenues	31,335	-	31,335
Expenses			
Human Resources	25,804	-	(25,804)
Travel & Training	416	-	(416)
Community Impact	-	-	-
Other Expenses	24,556	-	(24,556)
Total Expenses	50,776	-	(50,776)
Net Income (Loss)	(19,441)	-	(19,441)

		Liquidity (Current Ratio)	
		Current FY	Prior FY
Assets, Liabilities & Equity		August	1.97
Assets		July	1.68
Cash	165,967	June	1.65
Accounts Receivable	64,776	May	1.40
Other	1,813	April	2.35
Total Assets	232,557	March	2.41
Liabilities & Equity		February	2.39
Agency Designations Payable	82,356	January	2.20
Other	9,967	December	2.27
Equity	140,234	November	1.25
Total Liabilities & Equity	232,557	October	2.51
		September	2.06



Campaign Collections	Private	SHARE	CFC	TOTAL
Fall 13				
Total Campaign Pledges	205,482	83,959	41,504	330,944
Designated to UW	136,353	2,059	1,474	139,886
Designated to Agencies	69,129	81,900	40,030	191,058
Total Collections to date	165,071	61,567	26,746	253,383
% Collected	80%	73%	64%	77%
Fall 14				
Total Campaign Pledges	-	-	-	-
Designated to UW	-	-	-	-
Designated to Agencies	-	-	-	-
Total Collections to date	12,785	-	-	12,785
% Collected				

United Way
Top Donor List
2014 Campaign

Organization Name	Industry	Board Member/Staff Assigned	Status Update
1 Coeur Alaska	Industrial	Wayne Stevens	Hold campaign in March
2 City and Borough of Juneau	CBJ	Bill Peters & Mark Mesdag	
3 First National Bank Alaska	Financial	Jaysen Katsasse	Presentation on October 10
4 Alaska Communications	Service	Gail Dabaluz	UW Anchorage campaign has closed
5 PCL Construction Enterprises, Inc.	Industrial	Wayne Stevens	Pledge forms have been turned in
6 Wostmann and Associates, Inc.	Professionals	Jennifer Treadway	Jaysen recently turned over contact responsibility to Jennifer
7 Alaska Electric Light and Power	Utilities	Bill Peters	Usually include form with DD; enroll for next year; usually in January; 75 forms - Heidi Allison; 463-6306; heidi.allison@aelp.com
8 Costco Wholesale Corporation	Retail	Bill Peters	Kristi Moorehouse will take a packet; online form for Costco; Jennifer can set up for Wed/Thurs the 22nd/23rd
9 Bartlett Regional Hospital	Health	Bill Peters & Wayne Stevens	Meet with CEO and Jim Strader on October 28
10 Wildflower Court	Non-Profit	Sheryl Weinberg	Presentation on November 18
11 Juneau School District	Education	Kristin Bartlett	Kristin is working on joint campaign effort among JEA, Juneau Education Support Staff, and Juneau School Administrators Association
12 Elgee Rehfeld Mertz, LLC	Financial	Mark Mesdag	Presentation on November 10
13 Lynden, Inc.	Service	Sheryl Weinberg	Presentations on October 30 and 31
14 True North Federal Credit Union	Financial	Bill Peters	Presentation on November 12
15 Alaska USA Federal Credit Union	Financial	Bill Peters & Lance Stevens	Part of UW Anchorage campaign
16 United Way of Southeast Alaska	Non-Profit	Wayne Stevens	
17 Jensen Yorba Lott	Professionals	Robbie Stell	Presentation on October 10
19 AT&T	Service	Jaysen Katsasse	Presentation on October 10
20 Assn for the Education of Young Children	Non-Profit	Jennifer Treadway	Packet was delivered on November 7
21 McDowell Group	Non-Profit	Ann Gifford	
23 SERRC: The Learning Connection	Non-Profit	Sheryl Weinberg	Presentation on October 22
24 Enterprise Holdings	TBD		
25 Davies-Barry Insurance	Professionals	Jennifer Treadway	Packet was mailed on November 3
27 University of Alaska Southeast	Education	Robbie Stell	John Pugh contacted and presentations to be held in January
28 Faulkner Banfield	Professionals	Ann Gifford	Corporate gift in January. Ann will encourage individual donations
29 Tyler Rental	To be determined	Robbie Stell	
30 ASRC McGraw Constructors	Industrial	Gail Dabaluz	Packet was mailed on November 3
31 Association of Alaska School Boards	Non-Profit	Sheryl Weinberg	Need to schedule presentations
32 Southeast Alaska Independent Living	Travel	Sheryl Weinberg	Need to schedule presentations
33 Aiding Women in Abuse & Rape Emergencies	Non-Profit	Sheryl Weinberg	Need to schedule presentations
34 Federal Express	Service	Bill Peters	National campaign closed on November 7
35 Catholic Community Service	Non-Profit	Rosemary Hagevig	Larry Bussone will contact UW in November. Robin sent campaign materials on November 7.
36 REACH, Inc.	Non-Profit	Rosemary Hagevig	Presentation on October 29
37 Tongass Federal Credit Union	Financial	Bill Peters	Packet was mailed on November 3
38 KTOO Coast Alaska	Media	Rosemary Hagevig (Mark Mesdag to talk to Max Mertz)	
39 KeyBank	Financial	Jaysen Katsasse	
40 Morris Communications/Juneau Empire	Professionals	Rustan Burton	
41 Northrim Bank	Financial	Wayne Stevens	
42 ASRC Construction Holding Company	O&G	Gail Dabaluz	See status update for 30 ASRC McGraw Constructors
43 Alaska Municipal League	To be determined	Karen Crane	
44 UPS	Service	Bill Peters	
45 IBEW 1547	Industrial	Bill Peters & Jaysen Katsasse	
46 Wells Fargo	Financial	Wayne Stevens & Erin Hester	Presentation on September 16
47 Schmitz & Buck, CPAs	Financial	Mark Mesdag	Packet was mailed on November 3
49 Denali Alaska Federal Credit Union	Financial	Bill Peters	
50 MRV Architects	Professionals	Bill Peters	
51 Alaska Industrial Hardware	Retail	Mark Mesdag	Part of UW Anchorage campaign. Jennifer has e-mailed campaign chair.
52 Gastineau Human Services	Non-Profit	Jennifer Treadway Anne Flaherty	
53 SEARHC	Health	Gail Dabaluz	
59 GCI	Service	Wayne Stevens	Packet was delivered

Potential NEW Campaigns

First Bank	Financial	Mark Mesdag	
Samson Tug & Barge		Bill Peters	
Petro Marine Services		Karen Crane	
Goldbelt Incorporated	Travel	Gail Dabaluz	
Sealaska Corporation		Jaysen Katsasse	
Don Abel Building Supply		Bill Peters	
Valley Lumber & Building Supply		Sheryl Weinberg	Declined
Huna Totem Corporation		Bill Peters	
Alpine Construction Enterprises		Jaysen Katsasse	
Tlingit and Haida Regional Housing Authority		Jaysen Katsasse	
Juneau Bone & Joint	Health	Sheryl Weinberg	
SE School Districts	Education	Kristin Bartlett	

Petersburg Medical Center	Health	Wayne Stevens
Mendenhall Auto Center		Mark Mesdag
Affordable Auto Sales		Bill Peters
Mike Hatch Sales		Karen Crane
NEA Alaska		Jaysen Katasse
Southeast Radiation Oncology Center	Health	Karen Crane
Baranof Hotel	Travel	Karen Crane
Juneau Economic Development Council		Karen Crane

New Campaign

Central Council Tlingit & Haida Indian Tribes of Alaska	Gail Dabaluz
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KEY

Presentation Completed

Presentation Scheduled or Packet Delivered

Initial contact made. May need follow-up.

Declined to participate