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

		2014 E	Boar	d M	emb	er A	Atter	ndar	nce							%		
Board Term Ends	First Name	Last Name	1/31	2/6	2/20	3/20	4/10	4/17	6/19	8/7	8/21	9/18	10/16	11/20	12/18	Attend	X's	Total
Jan - 2014	Mary	Becker	Χ	Χ	Χ	Χ	Χ	Е	Χ	Е	Χ	Е	Е			64%	7	11
Jan - 2016	Rustan	Burton	Χ	Χ	Χ	Е	Χ	Χ	Е	Е	Χ	Χ	Х			73%	8	11
Jan - 2015	Karen	Crane	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х			100%	11	11
Jan - 2017	Gail	Dabaluz	Χ	Е	Χ	Χ	Е	Е	Ε	Χ	Χ	Χ	Х			64%	7	11
Jan - 2016	Ann	Gifford	Е	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	E	Х			82%	9	11
Jan - 2015	Rosemary	Hagevig	Е	Е	Χ	Χ	Е	Χ	Χ	Χ	Χ	Χ	Χ			73%	8	11
Jan - 2016	Nicole	Hallingstad				Χ	Е	Χ	Ε	Е	Е					33%	2	6
Jan - 2015	Erin	Hester	Е	Χ	Χ	Α	Х	Χ	Ε	Χ	Χ	Е	Χ			64%	7	11
Jan - 2014	Jaysen	Katasse	Е	Ε	Χ	Χ	Χ	Χ	Ε	Χ	Е	Χ	Χ			64%	7	11
Jan - 2016	Mark	Mesdag	Χ	Χ	Χ	Χ	Е	Χ	Χ	Χ	Χ	Χ	Х			91%	10	11
Jan - 2017	Bill	Peters	Χ	Χ	Χ	Χ	Χ	Е	Χ	Χ	Χ	Χ	Χ			91%	10	11
Jan - 2016	Robbie	Stell	Χ	Ε	Ε	Χ	Χ	Χ	Χ	Е	Χ	Χ	Е			64%	7	11
Jan - 2015	Sheryl	Weinberg	Е	Е	Е	Χ	Е	Χ	Χ	Е	Χ	Χ	Х			55%	6	11
Total Board			18	13	13	14	13	13	13	13	13	12	12			0	0	4
Attendance			10	8	11	12	8	10	8	8	11	9	10	-	-			
Average Percentag	ge attending		56%	62%	85%	86%	62%	77%	62%	62%	85%	75%	83%	####	####	72%		
	X = Attended																	
	T = Teleconfe	erenced in																
	E= Excused																	
	A=Absent																	

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

Х	Karen Crane - Chair	Т	Erin Hester		Staff
Е	Mary Becker - Past Chair	Х	Jaysen Katasse	Х	Wayne Stevens
Х	Rustan Burton – Chair Elect	Е	Robbie Stell	Х	Jennifer Treadway
Χ	Mark Mesdag –Treasurer	Х	Sheryl Weinberg		
Χ	Bill Peters – Secretary				Guest(s):
Т	Gail Dabaluz				
Χ	Ann Gifford				
Χ	Rosemary Hagevig				
Е	Nicole Hallingstad				

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.

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

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

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 ides 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.

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

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

3225 Hospital Drive, Suite 201 Juneau, Alaska 99801 tel 907.463.5530 fax 907.463.4649

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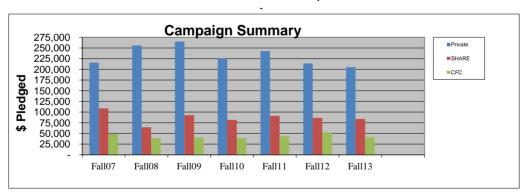


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United Way of Southeast Alaska Financial Summary October 31, 2014

	Year to Date	Year to Date	
	Actuals	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	<u>-</u>	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	<u> </u>	(24,556)
Total Expenses	50,776	<u>-</u> _	(50,776)
Net Income (Loss)	(19,441)	-	(19,441)

		Liqu	uidity (Current Rati	io)
			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	2.46
		September	2.06	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				

Court Arbitals Court Arbitals		Organization Name	Industry	Board Member/Staff Assigned	Status Update
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	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
4	Baranof Hotel	Travel	Karen Crane
	Juneau Economic Development Council		Karen Crane
New Campaign			
	Central Council Tlingit & Haida Indian Tribes of	Alaska	Gail Dabaluz
KEY			
Presentation Completed			
Presentation Scheduled of			