**Board Members in Attendance**

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|  |
| X | Karen Crane - Chair | A | Erin Hester |  | **Staff** |
| X | Mary Becker - Past Chair | X | Alberta Jones | X | Wayne Stevens |
| E | Rustan Burton – Chair Elect | T | Jaysen Katasse | X | Jennifer Treadway |
| X | Mark Mesdag –Treasurer | X | Robbie Stell | X | Samantha Ortiz |
| X | Bill Peters– Secretary | X | Sheryl Weinberg |  | **Guest(s):** |
| X | Gail Dabaluz |  |  |  |  |
| X | Ann Gifford |  |  |  |  |
| X | Rosemary Hagevig |  |  |  |  |
| X | Nicole Ha llingstad |  |  |  |  |
| Legend:    X = present           E = excused absence         T = teleconference A=absent |

**Tour of the SERRC Facilities**

Prior to the start of the board meeting, Board Member Sheryl Weinberg and SERRC staff member Mary McCafferty hosted a tour of the SERRC facilities for board and staff of United Way of Southeast Alaska. SERRC staff members showed off their facility and shared information about their many programs. At the conclusion of the tour, Elizabeth Dahl shared a presentation on the many programs of SERRC. Board members complimented SERRC staff for the great work of their many programs.

**Call to Order and Introductions**

Chair Crane called the meeting to order at 5:15 PM. A quorum was established with eleven board members present or on the phone.

**Approval of Agenda**

Chair Crane asked if there were any objections to adopting the agenda as presented.

There were no objections to the adoption of the agenda.

**Agenda adopted as presented.**

**Motion: Board Member Hagevig moved to approve the minutes from the February 20, 2014, Board of Directors meeting. Motion was seconded by Board Member Peters.**

**With no corrections or objections, motion approved unanimously.**

**PRESENTATIONS** – **Viewing of new video “Keep Jumping Kake”**

President Stevens provided background on the grant from the Rasmuson Foundation to do a project with Kake. He introduced our SAGA AmeriCorps volunteer Samantha Ortiz who reported on the trip to Kake with the Juneau Jumpers, detailing the very warm the reception by the Kake community to the Juneau Jumpers and the jump rope program. She then showed a video of the trip and offered additional commentary of the outcomes. The board was very complimentary of the professional quality of the video production.

**Committee Reports**

**Finance Committee – Mark Mesdag**

Treasurer Mesdag reported on the February finance statement. The finance committee had not met to review the February statement due to late arrival of the statements from Anchorage. He did not produce a comparison report as he had for January, but was planning to do so for the March board meeting. Year to date comparison shows the campaign continues to be up from last year but down from what was projected in the budget.

 **Personnel Committee –**

No report as awaiting staff to complete job description and evaluation process.

**Campaign Committee – Jennifer Treadway, Resource Development Director**

Ms. Treadway gave a quick update on the campaign activities. She reported on the great support of Coeur Alaska in their campaign efforts. They are targeting 33% employee participation and are very close to achieving that goal. The campaign video is a great tool for organizations to use when introducing the concept and ask to employee groups.

**Board Development Committee – Rustan Burton**

President Stevens indicated he had met with Chair Elect Burton and provided materials to review regarding a board matrix, board job descriptions, board responsibilities, and board contract.

**Events Committee –**

President Stevens reported that Allen Marine is again donating a cruise and dinner at Orca Point Lodge scheduled for the evening of May 14, 2014. Stevens asked for ideas on program presenters for the cruise and dinner. Suggestions included Lynn Schooler, local writer and photographer, and David Hunsacker, local screenwriter and playwright. Stevens will reach out to see if either is available and interested in participating.

**Community Impact Committee –**

No Report

**Health Committee –**

**No Report**

**Education Committee –**

Chair Crane asked Past Chair Becker and Board member Peters to serve on the education committee. She would like them to review the LEARN UNITED Reading Tutor program and make suggestions on increasing its efficacy.

**Income Stability – Jaysen Katasse**

Board Members Katasse and Dabaluz had not yet met to start the planning process.

**Strategic Plan Update –**

**No Report**

**Old Business**

 **Planning meeting date, time, location**

Chair Crane noted that the survey report in the board packet did not leave a clear consensus as to when the board could meet to discuss goals and objectives for the coming year. After discussion on dates, time and board member availability, it was decided that the meeting would take place on April 10 from 2:00 pm – 5:00 pm. Location to be announced once staff was able to secure a location.

**New Business**

 **Electronic Payment Authorization policy**

President Stevens introduced a draft policy to allow staff to pay the bank card statement via electronic transfer.

He explained the reasoning behind the request and outlined how the new process and procedure would work.

He answered questions from Board members about the reasons and process.

**Motion: Board Member Peters moved to adopt the new Electronic Payment Authorization policy. Board Member Gifford seconded.**

 **The motion was approved unanimously.**

**Election of Board Member as Small Agency Representative**

President Stevens reported that he, Chair Elect Burton, past board member and Small Agency Representative Joan O’Keefe, had met with board candidate Nicole Hallingstad. Ms Hallingstad serves as the Board Chair of Cancer Connection. He noted that a copy of her resume was included in the board packet. Additionally, he handed out a note from Ms. O’Keefe in which she “whole-heartily recommend Ms. Hallingstad’s acceptance to the UWSEAK board of directors.”

**Motion: Board Member Hagevig moved to elect Nicole Hallingstad to the board to the Small Agency Representative seat. Board Member Stell seconded.**

 **The motion was approved unanimously.**

 **Additional Signer on Bank Account**

President Stevens noted that with the election of new officers he would respectfully ask for the Chair Elect to be added as an authorized signed on the organizations bank accounts. It was particularly imports that an additional signer be approved so that if more than two board members are traveling, we still have sufficient signers available.

**Motion: Board Member Hagevig moved to add the Chair Elect Rustan Burton to the list of authorized signers for the organizations bank accounts.**

 **Board Member Peters seconded.**

 **The motion was approved unanimously.**

**Accept letter of resignation from Board Member Alberta Jones.**

President Stevens pointed out letter from Board Member Jones in the packet. Board Member Jones expressed regret at having to resign, but her heavy work and school load precluded her from volunteering for a year or two as she works on her doctoral dissertation. Board members encouraged her and wished her well in her educational endeavors.

**Motion: Past Chair Becker moved to accept with regrets the resignation of Board member Jones.**

 **Board Member Stell seconded.**

 **The motion was approved unanimously.**

**Chair Report - Chair Crane**

Chair Crane thanked Board Member Weinberg and her staff for the tour of their facilities and information on their programs. Chair Crane mentioned that the Rustan Burton with the Juneau Empire offered an opportunity to highlight United Way of Southeast Alaska in a feature article once a month. Crane asked if any board members would be interested in writing an article. Board Member Gifford volunteered to write the first article and Secretary Peters volunteered to write the second article.

**President’s Report**

President Stevens then pointed out correspondence in the board packets, including his March activity report and the Community Impact grant update from AEYC. He reported on the United Way Moment ads sponsored by Altman, Rogers and CO., updated the board on the status of the Fall 2013 campaign annual report and the recent hunger discussion meetings.

Resource Development Director, Jennifer Treadway, reported on the recent shipment of clothing items from the K.I.D.S. partnership, the companies involved in transporting the clothing and the agencies and communities receiving donated items. She shared information on the upcoming U. S. Census Bureau grant writing workshop to be held April 9th an outlined the process for involving agencies from around the region.

**Board Member Comments**

Board members complimented Board Member Weinberg and the SERRC staff for the great tour of their facilities and thanked them for all their efforts on the many education programs that SERRC provides to the community and region. Board members welcomed Nicole Hallingstad to the board and looked forward to working with her. Board members also wished former Board Member Jones well in her educational endeavors.

**Adjournment**

Chair Crane adjourned the meeting at 7:00 PM