**Board Members in Attendance**

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| X | Mark Mesdag - Chair | X | Rosemary Hagevig |  | **Staff** |
| E | Rustan Burton – Past Chair | X | Joy Lyon | X | Wayne Stevens |
| X | Ann Gifford– Secretary | E | Fred Parady | X | Sara Truitt |
| E | Bill Peters –Treasurer | X | Warren Russell | X | Jim Donaghey |
| E | Sue Bill | X | Millie Ryan |  | **Guest(s):** |
| X | Kendri Cesar | X | Robbie Stell |  |  |
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| Legend:    X = present           E = excused absence         T = teleconference A=absent | | | | | |

**Call to Order and Introductions**

Chair Mesdag called the meeting to order at 5:16 PM. A quorum was established with eight members present.

**Approval of Agenda**

**Motion: Board Member Hagevig moved to adopt the agenda as presented. Secretary Gifford seconded the motion.**

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

Members expressed no objections to the adoption of the agenda as presented.

**With no objections, the agenda was adopted as Presented.**

**Approval of Minutes**

**Motion: Secretary Gifford moved to approve the minutes from the May 19, 2016 Board of Directors meeting. Board member Russell seconded the motion. Board Member Cesar noted that the Health Committee report in the minutes appeared to be from a prior month. President Stevens said he would correct the error.**

**Motion to approve minutes as corrected approved unanimously.**

**PRESENTATIONS** – **Campaign video presentation** – **President/CEO Stevens**

President Stevens shared a campaign video developed by the United Way of Greater Atlanta. For a fee of $1,000 United Way of Greater Atlanta and their videographer will edit and prepare the video to make it be about Southeast Alaska. Board members liked the video and the concept of crafting it to be used for our upcoming campaign.

**Committee Reports**

**Resource Development**

**Finance Committee – Treasurer Peters**

In the absence of Treasurer Peters, Chair Mesdag reported that the Finance Committee and staff had not met in person to review the May finance reports. Committee members did review the reports. Revenues collections have slowed down from prior year. Expenses are tracking and remain slightly below the prior year and well

below budget. Campaign revenue down slightly and now down from last year. Other campaigns continue to trickle in and campaign response has been very positive.

**Motion: Chair Mesdag asked if there were objections to accepting the May Finance statement as presented.**

**With no objections, the report was accepted.**

**Campaign Committee – Bill Peters, Rustan Burton, Mark Mesdag**

Chair Mesdag gave a brief overview of the Campaign Committee’s progress, noting that he was working on following up with potential campaign chairs and the committee is also working on a plan to host a Local Kick off on a Cruise ship. Resource Development Director Truitt reported her progress on the SHARE Kickoff, scheduled for Sept 20th. Ms. Truitt noted the Meet and Greet she and Mr. Donaghey attended the day prior, where they spoke with the SHARE Coordinators Barbara Bozeman and Elizabeth Shultz, as well as the Juneau-based State department coordinators. A copy of the meeting minutes was included in the packet.

**Ad Hoc Partner Agency Application Review Committee – Millie Ryan, Joy Lyon**

Member Lyon reported on the Ad Hoc Committee’s review of the current partner agency application. Lyon reported that the committee agreed upon standardized expectations for a 501c3 to qualify as a Partner Agency capable of receiving campaign designations from the Local Campaign. The SHARE and CFC requirements would be incorporated and clearly noted in a separate section of the application to ensure that agencies not wishing to apply to the CFC or SHARE campaign did not replicate their work. A full report of the committee’s agreed upon criteria can be found in the board packet.

The committee and staff also recommended removing the Affiliate Agency status currently reported on the United Way website. Resource Development Director Truitt added that there are neither unique benefits nor any status beyond the title that correlate with identification as an “Affiliate Agency”. Ms. Truitt also noted that historically all 501c3 health and human Ssrvice organizations and/or community groups and coalitions are welcomed and encouraged to work with United Way on common issues regardless of whether or not they are an “Affiliate.”

**Governance**

**Board Development Committee – Mark Mesdag, Warren Russell**

Chair Elect Mesdag reported that he and Board Member Russell are continuing discussion with a couple of potential board candidates. They hope to meet with at least one of the candidates in the coming weeks. He noted that board members are encouraged to offer names of other potential board members.

**Personnel Committee – Bill Peters, Ann Gifford**

Secretary Gifford reported that the committee has finalized a draft CEO evaluation form. The committee presented the form and information to the Executive Committee, who reviewed it and recommended that the Board approve the document as presented. Secretary Gifford recommended adoption of the evaluation form. If approved, it will be used for this year’s review. The CEO’s anniversary date is in mid-July and this will allow for

the evaluation to be back on schedule. Board members inquired whether the form would be able to be filled out on line and submitted electronically. Ms. Gifford acknowledged the benefits of an electronic form and said she would consult with Treasurer Peters.

**Education Committee - Robbie Stell, Ann Gifford, Joy Lyon, Kendri Cesar, Lisa Richardson**

Secretary Gifford reported that the committee had not met, but the committee will meet on June 29.

**Income Stability Committee – Millie Ryan**

Chair Mesdag reported that he and President Stevens had met with Dawn Wesley, Financial Skills Specialist with the Tlingit Haida Regional Housing Authority (THRHA), to discuss the VITA program and THRHA’s financial literacy program Financial Cents. Both programs fit nicely within the Income Stability focus area. The discussion centered on how best to develop a partnership to bring additional resources and focus to the programs. Chair Mesdag is trying to coordinate a meeting with the Income Stability Committee but schedules have thus far conspired against that effort.

**Health Committee – Kendri Cesar, Warren Russell, Sue Bill**

The committee had not met but they are working on a date in early July.

**Strategic Plan Update –**

**Old Business**

**New Business**

**Approval of President/CEO annual evaluation form**

Secretary Gifford noted that both the Personnel and Executive Committees have reviewed the new President/CEO evaluation form and recommend that the board approve the form as presented.

**Motion: Secretary Gifford moved to approve the new President/CEO annual evaluation form. Board Member Lyon seconded.**

**Motion approved unanimously.**

**Campaign Video Expenditure**

President Stevens explained the process to utilize the video made by the Greater Atlanta United Way and personalize if for Southeast. By simple edits, vocal changes and addition of local footage, it would be a cost effective way to provide a fresh video for the upcoming fall campaign.

**Motion: Board Member Hagevig moved to approve the expenditure of $1,000.00 to utilize the video for the 2016 campaign. Board member Ryan seconded.**

**Motion approved unanimously.**

**Remove Affiliate Agency as a designation for Partner Agency**

As noted by Board Member Lyon in the Ad Hoc Partner Agency Application Review Committee report, the committee recommended the removal of the Affiliate Agency designation in the application to be a United Way partner agency.

**Motion: Board Member Stell moved to accept the recommendation of the Ad Hoc Partner Agency Application Review Committee to remove the Affiliate Agency designation from the application. Board Member Hagevig Seconded.**

**Motion approved unanimously.**

**Chairs Report – Chair Mesdag**

Chair Mesdag thanked all board members for their efforts to develop a regular meeting schedule for the committees. He noted the need for additional board members and encouraged members to bring names forward for consideration.

**Resource Development Director Report – Sara Truitt**

Resource Development Director Truitt reported that the process of updating campaign materials had begun for the Local Campaign and would be followed up on by Interim RDD Jim Donaghey after her summer departure. Ms. Truitt pointed out the United Way Breakfast E-News with a lead story about United Way of Southeast Alaska’s diversity workshop organized by our AmeriCorps volunteer Felicite Toney. Ms. Truitt also noted that the Annual Report was completed and due for distribution by June 30th. An example of the Annual Report cover was featured on screen. A follow up report was given on the progress of the Juneau Opiate Work Group. Ms. Truitt explained that in the recent past she had presented this to the Health Committee as a possible community need that would be worth their time and effort to develop goals around. However, since that meeting the Opiate Work Group and the Stop Heroin, Start Talking initiative have split into two separate groups and at the moment it is unclear as to what the next steps are for the Opiate Work Group. Ms. Truitt explained further that the Stop Heroin Start Talking initiative reported that they wanted to operate on their own. She noted that, in light of the duplication of effort arising on this particular issue, this may not be as productive a topic for goal setting as initially thought. Ms. Truitt also provided a recap of the 2nd annual KIDS Shipment for this fiscal year, noting that most of the items were shipped out of Juneau to Sitka and Craig. Three agencies in Sitka received contributions, thus assisting our goal of increasing our involvement in the Sitka community.

**President’s Report**

President Stevens pointed out his activity report of the last month. He noted that we need to find volunteers to review the Community Impact grant applications. He informed the board of the upcoming Business Performance Self Assessment survey. He asked board members to please set aside time to complete the survey in the following week, and noted that he would send out a link to the survey on Monday. o He reported that staff would be working on the Community Impact Practices Survey in the next week. He also responded to questions about the “Text to Give” project.

**Board Member Comments**

None

**Adjournment**

Chair Mesdag adjourned the meeting at 6:28 PM