**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.

**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.

**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, pending the outcome of the decision on United Way’s lease of space in the United Human Services building.

**Motion: Secretary Peters moved to accept the Resignation of United Way representative Lance Stevens to the UHS Board.**

**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.

**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