**Board Members in Attendance**

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

**Call to Order and Introductions**

Chair Mesdag called the meeting to order at 5:22 PM. A quorum was established with eight members present.

**Approval of Agenda**

**Motion: Board Member Hagevig moved to adopt the agenda as presented. Board Member Stell 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: Board Member Gifford moved to approve the minutes from the October 27, 2016 Board of Directors meeting. Board Member Hagevig seconded the motion.**

**Motion to approve minutes as presented was approved unanimously.**

**PRESENTATIONS** – **Introduction of Jacob Cocks – 2016-2017 AmeriCorps Volunteer**

As Jacob was absent from the meeting, Resource Development Director Truitt briefly explained that UWSE’s newest AmeriCorps member had just begun his term of service the day before. Ms. Truitt noted that Jacob was anticipated to serve a term through October 2017 as a member of the Sitka AmeriCorps program run by Faith Lee with the Sitka School District.

**Committee Reports**

**Resource Development**

**Finance Committee – Treasurer Peters**

Chair Mesdag reported that there had not been a meeting this month. Report was not provided.

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

 **Juneau Campaign Update –** RDD Truitt explained that this is a point in the campaign when numbers were not in. However, all major giving workplaces have been approached for a campaign presentation at this point. RDD Truitt highlighted the important ones still in progress: CBJ – a major donor last year – is launching their campaign internally, having created an intranet page for their employees. Jennifer Mannix, Bob Bartholomew and Carl Uchytil are all working together to promote the campaign. RDD Truitt also noted that efforts have been put forth at AELP to re-engage them this year. UAS’s Provost Karen Carey and Peggy Cowan have been working with RDD Truitt to target early December as a roll out for their internal campaign. Truitt agreed to send out the list of workplaces that she could use additional connection with in order to tie up all loose ends.

 **Ketchikan Campaign Update –**

Chair Mesdag reported that UWSE was well received in Ketchikan. He, Peggy Cowan, Campaign Co-Chair and President Stevens presented at the Ketchikan Chamber of Commerce about United Way. The audience reaction was positive. Several people noted they did not realize the reach UWSE already has in their community. The team made visits to the Ketchikan School District, Vigor Shipyard, Allen Marine, Ketchikan Wellness Coalition, Big Brothers Big Sisters, SAIL, and TSS The Safety Specialists. Tena Williams, Publisher of the Ketchikan Daily News, and Stevens met with a number of the partner agencies over lunch on Tuesday. The trip was deemed a success.

**Events Committee**

Chair Mesdag reiterated that the Events Committee needs members, reminding the board of the Cruise for a Cause each May. Some discussion among the board ensued regarding inviting non-board members to the committee.

**Governance**

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

Chair Elect Mesdag said that he is pursuing three leads for the board. He identified two who were discussed last month whom he believes will be deciding soon.

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

With regard to Peters’ pending departure from the board, Member Gifford acknowledged there was a need to find another committee chair. Gifford explained that due to Member Hagevig’s long history managing nonprofits, she nominated Hagevig for chair. Ms. Hagevig asked for brief clarification of duties. Gifford explained that, given the recent revision of job descriptions and evaluation tools, the main responsibility of the committee is to lead the conduct of the President’s annual review. Hagevig agreed to serve as chair moving forward.

**VI: STRATEGIC DISCUSSIONS –**

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

Committee Chair Gifford summarized the Reading Tutor program’s current status. Coordinator Worl reports that there has been some natural attrition of tutors this year.

However, with the influx of Coast Guard tutors, those numbers are expected to climb again. Member Lyon reviewed the current plan for the “Resilience” film. She is working with Trevor Storrs of the Alaska Children’s Trust to get the film shown in Juneau. The date for the showing is January 17, with several folks working on establishing times and location.

**Income Stability Committee – Millie Ryan, Bill Peters, Mark Mesdag**

– No report

**Health Committee – Kendri Cesar, Warren Russell, Fred Parady, Praveen Mekala**

Board Member Cesar reported that the Health Committee met with Jayne Andreen to discuss the Community Health Improvement Network Project that she was working on before her recent retirement from the State of Alaska, Dept. of Health and Human Services. Cesar explained that the committee is now exploring contracting with Ms. Andreen on this project.

Member Mekala mentioned a grant opportunity that SEARHC and United Way might collaborate on to provide additional service to the Southeast Region. Member Mekala explained further his viewpoint of seeing this as a way of connecting patients to service that wouldn’t be available to them via Bartlett or SEARHC. Mr. Mekala identified that the project would utilize ACO’s: Accountable Community Organizations which are federal grant dollars. He foresees potential role of UWSE to generate revenue by taking an administrative percentage for managing the grants that would be obtained for this project.

**New Business**

**Set Date for Annual Meeting in January**

Chair Mesdag noted that he would like to propose scheduling the annual meeting and the strategic planning session for the same day. He noted that scheduling the annual meeting for the typical third Thursday of the month would place the annual meeting on Jan 19th. Chair Mesdag asked for board members’ thoughts on holding both meetings on Saturday the 21st. As members were absent, Ms. Truitt was directed to email all board members soliciting their preferences for annual meeting and strategic planning date and time options. Ms. Truitt also offered to look into venue options for the dinner, explaining that the Hangar ballroom was currently under renovation and thus the annual meeting might be moved to a different restaurant. **Set Date for January Strategic Thinking**

Chair Mesdag briefly explained that the strategic thinking session would not drill down too deep. He felt the current strategic plan was good and this session would be a facilitated discussion meant to build on what is already in place and establish benchmarks for the coming year. **Over the Edge fundraising opportunity decision**RDD Ms. Truitt quickly reviewed the concept of what the Over the Edge’s Fundraising (OTE) concept was. Ms.Truitt also reminded the board that this was the point in time where they would need to decide if they wanted to go through with it as the exclusivity 30 day contract expired on Nov 26th. The questions that had been posed at the previous meeting for RDD Truitt to follow up on were cost to us/success rate vs. refunds.

The board discussed their reservations with the $18,000 price tag of the

event. RDD Truitt reiterated that UWSE would have exclusive rights to the event for the price and the option to renew for the following year as well as ongoing planning support from the OTE crew.

The board discussed the allure of doing such a different and unique event. Board Member Gifford noted that there were many outdoor recreation options here in Juneau and perhaps it would be better to work with local partners to design a large fundraiser. The board instructed RRD Truitt to ask OTE to give them until the end of the month to make a final decision. RDD Truitt stated that she would do so but that she strongly believed that the company would not approve an extension.

The board chose not to move forward with deciding “yes” or “no” on the OTE fundraiser at this meeting, recognizing that failure to approve the project now could result in the loss of the opportunity, but preferring to consider this and other options further before making such a commitment.

**Accept resignation of Treasurer Bill Peters**

Chair Mesdag explained that Treasurer Peters was working to establish a new Rotary club in town, the meetings of which would conflict with the Third Thursday of the month UWSE Board meetings.

**Motion: Board Member Hagevig moved to approve Treasurer Peter’s resignation with regret. Board Member Stell seconded the motion.**

 **Motion to accept the resignation of Treasurer Bill Peters with regrets approved unanimously**

**Chairs Report – Chair Mesdag**

Chair Mesdag noted that he had nothing further to report at this time. He reiterated the importance of setting up the Annual Meeting and Strategic planning sessions.

**Resource Development Director Report – Sara Truitt**RDD Truitt noted that the bulk of her report was already given during the Campaign Committee report and the OTE conversation. RDD Truitt noted her only remaining item was to share that Sharon Gaiptman, producer of King Island Christmas, had confirmed that this year’s proceeds from KIC would be donated to UWSE. Board Member Hagevig asked for the dates and times of the performances, which RDD Truitt gave, and also explained that she would follow up with an email that would contain all dates/times/locations so that board members could plan to attend.

**President’s Report**

President report included in the packet for review. President Stevens was not present for this meeting.

**Board Member Comments**

None

**Adjournment**

Chair Mesdag adjourned the meeting at 7:00 PM