

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, October 19, 2017
5:15-7:00 PM**

United Way of Southeast Alaska 3225 Hospital Drive, Suite 106

Teleconference: (800) 315-6338, Code: 32251#

I. CALL TO ORDER and INTRODUCTIONS –Chair Mesdag

II: APPROVAL OF AGENDA – Corrections/Additions

III: APPROVAL OF MINUTES – Corrections/Additions

September 21, 2017 Board meeting minutes

IV: PRESENTATIONS –

V: COMMITTEE REPORTS

Resource Development

Finance Committee – Karmen Bowman, Treasurer; Chris Pace, Mark Mesdag

August Finance report

Campaign Committee –Mark Mesdag, Kendri Cesar, Warren Russell, Jennifer Treadway

Events Committee– Brittany Pace, Jennifer Treadway O’Dea, Rosemary Hagevig,

Karmen Bowman

Governance Committee

Board Development Committee – Mark Mesdag, Warren Russell

Personnel Committee –Rosemary Hagevig, Karen Crane

VI: STRATEGIC DISCUSSIONS –

Update

VII: Old Business

President/CEO Evaluation

VIII: New Business –

IX: Executive Session – Employee Evaluation – Rosemary Hagevig, Karen Crane

X: CHAIR REPORT – Mark Mesdag

XI: PRESIDENTS REPORT – Wayne Stevens

XII: BOARD MEMBER COMMENTS

XIII: ADJOURNMENT

Next Meeting November 16, 2017

Vision Statement: "United Way of Southeast Alaska addresses individual needs and improves lives by organizing the caring and collaborative power of our communities"

2017 Board Member Attendance

Board Term Ends	First Name	Last Name	1/21	2/4	2/16	3/23	4/20	5/18	6/15	7/20	8/24	9/21	10/19	11/16	12/21	Attend	%	X's	Total
Jan - 2020	Karmen	Bowman	E	X	X	E	X	X	X	E	X	X				70%	7	10	
	Karen	Crane	E	X	X	X	E	X	X	X	X	X				80%	8	10	
Jan - 2020	Kendri	Cesar	X	X	E	X	X	X	E	X	X	X				80%	8	10	
Jan - 2018	Rosemary	Hagevig	E	E	X	X	X	X	X	X	E	E				60%	6	10	
Jan - 2019	Jennifer	Treadway O'Dea				X	X	E	E	X	X	X				71%	5	7	
Jan - 2018	Joy	Lyon	X	X	E	X	E	X	E	X	X	X				70%	7	10	
Jan - 2019	Mark	Mesdag	X	X	X	X	X	X	X	X	X	E				90%	9	10	
Jan - 2020	Brittany	Pace	X	X	X	X	X	X	E	X	X	X				90%	9	10	
Jan - 2020	Chris	Pace	X	X	X	E	X	X	E	X	X	X				80%	8	10	
Jan - 2020	Fred	Parady	X	X	E	X	X	E	X	E	X	E				60%	6	10	
Jan - 2018	Warren	Russell	X	X	X	X	X	E	X	X	E	X				80%	8	10	
Jan - 2019	Millie	Ryan	X	X	X	E	X	X	X	E	X	E				70%	7	10	
Jan - 2019	Robbie	Stell	X	X	X	X	X	X	X	X	X	X				100%	10	10	
Total Board			14	14	14	15	14	14	14	13	13	13	14	14	14	0.771654	98	127	
Attendance			9	11	9	10	11	10	8	10	11	9	-	-	-				
Average Percentage attending			64%	79%	64%	67%	79%	71%	57%	77%	85%	69%	0%	0%	0%	71%			
		X = Attended																	
		T = Teleconferenced in																	
		E = Excused																	
		A = Absent																	

**United Way of Southeast Alaska
Board of Directors Meeting**

Thursday, September 21, 2017
5:20-6:20 PM

United Human Services Conference Room 3225 Hospital Drive, Suite 106, Juneau, AK

Board Members in Attendance

E	Mark Mesdag - Chair	X	Joy Lyon		Staff
X	Karen Crane – Past Chair	X	Brittany Pace	X	Wayne Stevens
X	Warren Russell – Chair Elect	X	Chris Pace	X	Kaylee Matheny
X	Jennifer Treadway O’Dea – Secy.	E	Fred Parady		
X	Karmen Bowman	E	Millie Ryan		
X	Kendri Cesar	X	Robbie Stell		Guest(s):
E	Rosemary Hagevig				
Legend: X = present E = excused absence T = teleconference A=absent					

CALL TO ORDER AND INTRODUCTIONS-

Chair Elect Russell called the meeting to order at 5:20 PM. A quorum was established with 9 members present.

APPROVAL OF AGENDA-

Motion: Past Chair Crane moved to adopt the agenda as presented. Secretary Treadway-O’Dea seconded the motion.

Chair Elect Russell 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 Brittany Pace moved to approve the minutes of the August 24th, 2017 Board of Directors meeting. Secretary Treadway-O’Dea seconded the motion.

Motion to approve minutes as presented was approved unanimously.

PRESENTATIONS-

COMMITTEE REPORTS-

Resource Development:

Finance Committee – Treasurer Karmen Bowman, Chris Pace, Mark Mesdag

No finance report was available due to United Way of Southeast Alaska’s accountant being in and out of the office due to health related issues and frequent hospital visits.

Campaign Committee – Kendri Cesar, Mark Mesdag

Board Member Cesar reminded everyone of the Thank You/ Campaign Kickoff event that will be held on September 29, 2017 at 5:30 pm at Rockwell. For dinner, oysters will be the main draw for the event, with enough oysters for about 70 people. Other menu items were still being determined at the time of

United Way of Southeast Alaska Board of Directors Meeting

Thursday, September 21, 2017
5:20-6:20 PM

United Human Services Conference Room 3225 Hospital Drive, Suite 106, Juneau, AK

the meeting. A decision was made with regard to drinks. There was discussion about getting drinks donated. However, due to lack of time, attendees will be expected to pay for their own drinks (\$5 a glass for beer and wine).

Invites for the event were sent out. E-invites were sent out on September 20 and hard copy invites were sent on September 21.

Events Committee – Brittany Pace, Jennifer Treadway-O’Dea, Rosemary Hagevig, Karmen Bowman

Board Member Pace brought Thank You cards per last month’s meeting discussions. Thank you cards for incoming United Way envelopes through the mail will need to be sent out sometime next month, so a decision needs to be made with regard to a photograph of the Board and the wording within the card itself. The Board picture will take place during the Day of Caring event on September 28, 2017. The Board agreed that a photo taken by Juneau Empire would be good press while working the Day of Caring event.

Looking to the future, Board Member Pace asked for everyone to think of events for future months as well as the potential of establishing a long term partnership with another organization. Board Member Lyon recommended the Board volunteer to help AEYC install children’s art downtown after businesses close down for the summer. This event will be held on September 28 from 10am to 2pm which coincides with Day of Caring.

Governance

Board Development Committee – Mark Mesdag, Warren Russell

Chair Elect Russell explained that the board development committee has been looking at three different people as potential members to grow the board. They are in search for candidates that have many contacts and can UWSE in the door to organizations/agencies where we are underrepresented in certain areas.

Personnel Committee – Rosemary Hagevig, Karen Crane

Past Chair Crane and Board Member Hagevig have not had time to meet due to conflicting schedules. Past Chair Crane let the Board know that if they had not turned in President Stevens’ evaluation that they still had time to do so.

STRATEGIC DISCUSSIONS –

Review updates and progress:

The Foraker Group is holding a Board training that discusses the need/benefits of a strong diverse board. If any board members are interested, let President Stevens know and he will get them registered.

Income Stability Committee Report:

Board Member Chris Pace discussed how the Income Stability Committee is working on finding new ways to help the community while also increasing UWSE financial stability. Ideas in which United Way

United Way of Southeast Alaska Board of Directors Meeting

Thursday, September 21, 2017
5:20-6:20 PM

United Human Services Conference Room 3225 Hospital Drive, Suite 106, Juneau, AK

gets to collaborate with other agencies to help Juneau's community members came to mind such as the food resource group

NEW BUSINESS

CHAIR'S REPORT – Chair Elect Russell

Chair Elect Russell encouraged members not to lose sight of the responsibility of a board member and to “keep on plugin” because good things are coming for the organization.

PRESIDENT'S REPORT

President Stevens talked about the SHARE Campaign, explaining that this event was held the State Office Building where Coppa served ice cream outside because they were unable to get the ice cream cart into the elevator. Overall, the event went well with a good turnout. For the first time, the United Way video was sent out to all employees.

The next UWSE event will be Day of Caring in which Jacob has taken on the responsibility of planning the event. Day of Caring will be held September 28, 2017 starting at 8am. All Board Members were encourage to attend.

Stevens also discussed how the AmeriCorps program is going. Romee has had two applicants set up with a third applicant in the works that will be coming in October. A Facebook page was created for the program and UWSE has already received 50+ likes. As a result, Facebook will now recognize the page as an official organization.

For the second year, United Way of SE AK contributed to the Universal Breakfast Program. This program allows kids that do not get breakfast before school to get a morning meal that fills their stomach which in turn creates better focus and fewer discipline issues.

BOARD MEMBER COMMENTS

Chair Elect Russell reminded everyone about the 3 C's. Cards: Everyone needed to remember to grab some index cards and follow up with those organizations. Committees: Have a committee meeting and if Board Members were are not on one, join one. Campaign: It is campaign season, so Board Members should not forget to give.

Board Member Lyon informed everyone about the Best Starts Town Hall meeting on September 26/26/2017, that will be held at Centennial Hall. This event is open to all of the community and will have a basketball theme because Carlos Boozer will be involved including a video greeting. The mayor as well as many other invited guests will be speaking about early childhood development.

ADJOURNMENT

Chair Elect Russell adjourned the meeting at 6:20 PM.

United Way of Southeast Alaska

3225 Hospital Drive, Suite 106
Juneau, Alaska 99801
tel 907.463.5530

unitedwayseak.org



MINUTES of the Finance Committee Meeting

Date of meeting: October 04, 2017 Time: 4:30p

Place: United Way of Southeast Conference Room

Members Present (first & last name): Karmen Bowman, Mark Mesdag

Members absent (excused): Chris Pace

Other persons present: Wayne Stevens

Chairperson: Karmen Bowman

ITEMS DISCUSSED: August year end finance statements

DECISIONS MADE: Need to focus on fund raising in the coming year

RECOMMENDATIONS TO BOARD FOR APPROVAL: Approve August finance statements

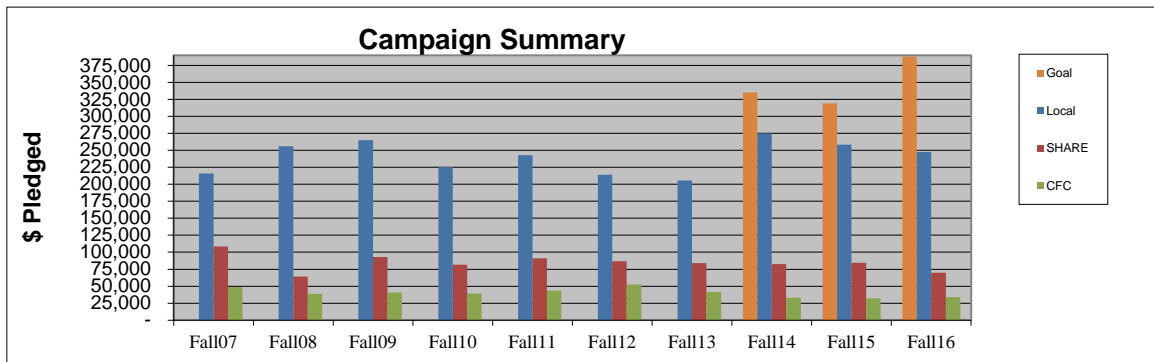
Adjourned at:

**United Way of Southeast Alaska
Financial Summary
August 31, 2017**

	Year to Date Actuals	Prior YTD Actuals	Year to Date Budget	Variance
Revenues				
Fall 16 Campaigns				
Private Cpgn to UW	213,379	225,605	230,000	(16,621)
Community Impact Revenue	26,153	32,909	40,000	(13,847)
Designations from Other United Way	7,734	-	-	7,734
SHARE to UW	69,773	84,391	85,000	(15,227)
CFC to UW	34,229	32,048	33,000	1,229
Total Gross Campaign Revenue	351,268	374,953	388,000	(36,732)
Less Designations Expense	(173,494)	(182,988)	(181,000)	7,506
Uncollectible Pledge Expense	14,766	(2,354)	(3,000)	17,766
Net Campaign Revenue	192,539	189,611	204,000	(11,461)
15% From private cpgn	7,750	8,819	8,700	(950)
Subtotal Campaign	200,289	198,430	212,700	(12,411)
Non-Campaign Income	56,770	48,325	41,175	15,595
Total Revenues	257,058	246,755	253,875	3,183
Expenses				
Human Resources	159,373	157,417	149,498	(9,875)
Travel & Training	9,098	6,509	7,750	(1,348)
Community Impact	5,000	18,485	-	(5,000)
Other Expenses	116,219	118,816	102,682	(13,537)
Total Expenses	289,690	301,227	259,930	(29,760)
Net Income (Loss)	(32,632)	(54,472)	(6,055)	(26,577)

Liquidity (Current Ratio)

	Current Year	Prior YTD	Liquidity (Current Ratio)		
			Current FY	Prior FY	
Assets, Liabilities & Equity			August	1.27	1.52
Assets			July	1.32	1.52
Cash	60,822	91,747	June	1.42	1.80
Accounts Receivable	128,533	123,600	May	1.60	1.83
Other	2,023	3,399	April	1.48	1.87
Total Assets	191,377	218,746	March	1.90	2.58
Liabilities & Equity			February	2.04	2.62
Agency Designations Payable	115,805	110,168	January	2.07	2.51
Other	34,310	33,457	December	1.71	1.91
Equity	41,262	75,121	November	1.67	2.24
Total Liabilities & Equity	191,377	218,746	October	1.63	2.19
			September	1.55	2.17



Campaign Collections

	Private	SHARE	CFC	TOTAL
Fall 15				
Total Campaign Pledges	237,087	84,391	32,048	353,526
Designated to UW	162,905	5,349	2,284	170,538
Designated to Agencies	74,182	79,042	29,764	182,988
Total Collections to date	245,525	79,169	27,632	352,326
% Collected	104%	94%	86%	100%
Fall 16				
Total Campaign Pledges	222,931	69,773	34,229	326,933
Designated to UW	146,932	3,827	2,680	153,438
Designated to Agencies	75,999	65,946	31,550	173,494
Total Collections to date	151,876	34,315	12,208	198,400
% Collected	68%	7	49%	61%

**United Way of Southeast Alaska
Campaign Summaries**

	Fall07	Fall08	Fall09	Fall10	Fall11	Fall12	Fall13	Fall14	Fall15	Fall16	Fall17
Local	215,698	256,000	264,954	225,485	242,799	213,870	205,482	274,843	258,514	247,266	
SHARE	108,588	64,215	92,749	81,701	90,944	86,575	83,959	82,643	84,391	69,773	
CFC	48,502	38,855	40,562	39,357	43,603	52,555	41,504	32,969	32,048	34,229	
Totals	372,788	359,070	398,265	346,543	377,346	353,000	330,944	390,454	374,953	351,268	-
Goal	-	-	-	-	-	-	-	335,000	319,200	388,000	
Pos/(Neg) Variance								55,454	55,753	(36,732)	-

United Way of Southeast Alaska

OUR STRATEGIC ANCHORS

MISSION - United Way fights for the health, education and financial stability of every person in every community.

VISION - United Way envisions a region where all individuals and families achieve their human potential through education, income stability, and healthy lives.

OUR VALUES

Impact and Commitment to Community Success

Volunteerism

Inclusiveness

Integrity and Accountability

Innovation

OUR STRATEGIC IMPERATIVES

2017 STRATEGIC AREAS OF FOCUS

Fundraising	Southeast Alaska Awareness and Outreach	Diverse, Strong, Informed Board	Strengthen partner agencies capacity
-------------	-----------------------------------------	---------------------------------	--------------------------------------

2017 KEY OBJECTIVES

<p>Conduct a pilot efforts that includes:</p> <ul style="list-style-type: none"> Loaned Executive program Workplace Campaigns Based on identified needs <p>Build region-wide campaign on what is accomplished by UWSEAK funding and on identified needs</p> <p>Provide Board training on how to make the ask</p>	<p>Develop a year-long SE specific campaign based on local benefits that incorporates partner organization stories of impact</p> <p>Host Day of Caring activity in Juneau, Sitka and Ketchikan</p>	<p>Solicit one board member from outside the Juneau area</p> <p>Meet with community leaders to discuss needs</p> <p>Investigate video conferencing options for board meetings</p>	<p>Host AmeriCorps program to support nonprofits</p> <p>Identify and implement “connector” opportunities</p> <p>Host Day of Caring activity in Juneau, Sitka and Ketchikan to address partner organization needs.</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

2017 KEY INITIATIVES

<p>Fund Development training for board and staff</p> <p>Fund Raising idea at 6/15 board meeting</p> <p>Campaign committee beginning work</p> <p>Donor recognition & Kickoff 9/28/17</p>	<p>Day of Caring planning for Sitka and Ketchikan</p> <p>Events held 6/7 Sitka, 6/13 KTN</p> <p>Day of Caring 9/28/17 Juneau</p>	<p>Fund development training for Board members</p>	<p>Working with partner agencies in Ketchikan and Sitka for Day of Caring in June</p> <p>AmeriCorps Grant Program Manager hired. Expecting Grant Award 8-1-17</p> <p>Nonprofit Leadership gathering 9/15/17</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

METRICS		METRICS		METRICS	
<input type="checkbox"/> C	Completed	<input type="checkbox"/> C	Completed	<input type="checkbox"/> C	Completed
<input type="checkbox"/> O	Ongoing	<input type="checkbox"/> O	Ongoing	<input type="checkbox"/> O	Ongoing
<input type="checkbox"/> P	Planned	<input type="checkbox"/> P	Planned	<input type="checkbox"/> P	Planned

Presidents Report for October 19, 2017

Meetings

- 9/25 – Lunch w/Lisa Worl Reading Tutor conversation
- 9/26 – Rotary meeting, Best Starts kick-off rally
- 9/28 – Day of Caring
- 9/29 – Miners Assoc. breakfast meeting, Campaign donor thank you and kick-off
- 9/30 – Day of Caring @JAMHI
- 10/2 – Campaign presentation @ ACS
- 10/3 – Rotary meeting, Meet w/Darryl Smith JSD HR Director re: Reading Tutors process, Conversation w/Michelle Hale, DEC
- 10/4 – Southeast Alaska Foodbank annual meeting, UWSEAK Finance committee meeting
- 10/5 – Chamber meeting, meet w/Kendri Cesar board conversation
- 10/6 – Miners Assoc. breakfast meeting, CBJ Lands Dept. fund raising concept discussion, Farewell lunch for staff and AmeriCorps Volunteer
- 10/7 – SAIL annual dinner
- 10/10 – Rotary meeting, meet w/Kristin Bartlett JSD campaign planning
- 10/11 – Foraker Advocacy Teleconf, KTOO Legacy Fund reception at Gov's houses
- 12/12 – Lauren Lavelle PCG Consulting TANF, Chamber meeting, ROCK Juneau collective impact meeting
- 10/13 – Campaign committee meeting
- 10/16 – Lunch w/Geoff Kirsc writing discussion,
- 10/17 – Papa John's fund raising teleconf
- 10/19 – Chamber meeting, *United Way Board meeting

Worked on following tasks –

- AmeriCorps Program Management, development and recruiting process
- Best Starts initiative
- Marketing planning for Campaign 2017
- Day of Caring planning, preparation and execution

Thank you card signature notes

- Thank you for your generous support of United Way and our partner agencies.
- It truly makes a difference as we work to advance the common good for all.
- It is truly appreciated.
- It is genuinely appreciated.
- Your support of United Way and our partner agencies is truly / genuinely appreciated.
- Your support makes a difference.
- Your support helps make a difference to those we serve.
- Your support helps us recruit the people and organizations across Southeast who bring the passion, expertise and resources needed to get things done.
- Your support means a great deal as we strive to improve conditions for all
- Your support make a difference in our efforts to improve lives.
- Donors like you are making a difference every day in the lives of people in Southeast Alaska

J:\CAMPAIGN\Tools\Thank you card signature notes.docx