**Board Members in Attendance**

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| E | Mary Becker –Chair | X | Rosemary Hagevig |  | **Staff** |
| X | Lance Stevens - Past Chair | T | Erin Hester | X | Wayne Stevens |
| X | Karen Crane – Chair Elect | E | Alberta Jones | X | Jennifer Treadway |
| X | Mark Mesdag –Treasurer | E | Jaysen Katasse |  |  |
| X | Sheryl Weinberg– Secretary | T | Joan O’Keefe |  | **Guest(s):** |
| A | Katherine Eldemar | A | Bernie Sorenson |  |  |
| E | Glenn Gelbrich | T | Robbie Stell |  |  |
| E | Chris Gerondale |  |  |  |  |
| Legend:    X = present           E = excused absence         T = teleconference A=absent |

**Call to Order and Introductions**

Chair Elect Crane called the meeting to order at 5:20 PM. A quorum was established with eight board members present or on the phone.

**Approval of Agenda**

Chair Elect Crane asked for approval of the agenda and asked if there were any objections to adopting it as presented. There were no objections to the adoption of the agenda.

**Approval of the Minutes from August 15, 2013 Board Meeting**

Chair Elect Crane asked for approval of the minutes from the August 15, 2013 Board of Directors meeting.

**Motion: Past Chair Stevens moved to approve the minutes from the August 15, 2013, Board of Directors meeting. With no corrections or objections, motion approved unanimously.**

**Presentations – Understanding Campaign Pledge Flow – Jennifer Treadway, Resource Development Director**

Resource Development Director Treadway introduced the first in a series of presentations that are being developed to help both current and new board members understand how United Way processes for campaign, finance, database management, and other workings of the organization come together to make for a smooth operation. She covered the presentation outlining how the nine pools of resources are received, managed, fund United Way operations and delivered to our partner agencies. Board feedback was positive. Staff will continue to build additional modules. All modules will be posted on the board section of the United Way of Southeast Alaska website.

**Committee Reports**

**Finance Committee – Mark Mesdag**

Treasurer Mesdag reported on FY2014 budget development, finance reporting systems and expectations going forward. Budget documents will be substantially different than in years past. Finance reporting system and data base management system are integrated and will allow for many additional reports to be used to share information with board. Format will allow for ease of reporting financial information to the board and to meet reporting requirements for United Way Worldwide.

**Personnel Committee – Sheryl Weinberg**

Secretary Weinberg reported that she is awaiting the final draft of CEO’s job description, performance evaluation and recommendations about the paid time off system currently in use for our staff. Once she gets those documents, she will call a meeting of the personnel committee and bring some recommendations back to board.

 **Campaign Committee –Robbie Stell & Rosemary Hagevig**

Campaign Co-chair Stell had no new information to report on the status of the 2012 campaign efforts. President Stevens was tasked to coordinate a time for a teleconference so that the co-chairs could discuss plans for Fall 13 campaign.

**Board Development Committee – Karen Crane**

Chair Elect Crane had no report, but did indicate she will begin to reach out to those board members who have not been attending on a regular basis to gauge their interest in continuing to serve on the board.

**Events Committee –**

No Report

**Community Impact Committee – Lance Stevens**

No Report

**Health Committee –**

**Education Committee – Bernie Sorenson, Alberta Jones**

In the absence of Board Member Jones, no report was presented.

**Income Stability – Jaysen Katasse**

In the absence of Board Member Katasse, no report was presented.

**Strategic Plan Update –**

 President Stevens had no report.

**Old Business**

**New Business**

**Election of New Board Member –**

**Rustan Burton, Publisher, Juneau Empire**

President Stevens reported that Burton had indicated he would be glad to serve. Chair Becker, Board Member Stell and President Stevens had met with Burton on August 21 to discuss service on the United Way Board.

**Motion: Board Member Hagevig moved to elect Rustan Burton to the board to fill an unexpired term ending in Jan of 2016**

**Board Member Stell seconded. Motion approved unanimously.**

**Campaign Chair /Co-chairs**

Chair Elect Crane asked about status of the Fall 13 Campaign chair and or co-chairs. Board Members Hagevig and Stell will coordinate with President Stevens to converse about the topic and set a plan to move forward.

**Donor Designation Policy**

President Stevens presented the draft Donor Designation Policy. United Way Worldwide requires that this policy be discussed and adopted. Staff is unable to locate any record of this policy having been previously adopted. Board members Weinberg and O’Keefe questioned the wording for unaffiliated agencies and wondered why any agency would do the work to fill out the application. Stevens suggested the following change to the unaffiliated agencies section. “Occasionally UWSEAK receives funds that are designated to agencies not affiliated with UWSEAK. In the event that a donation is designated to an unaffiliated nonprofit, UWSEAK will accept and transfer the funds if that designated agency meets the following criteria.” Board members O’Keefe and Weinberg agreed that the new phraseology made clear the intent.

**Motion: Board Member Hagevig moved to adopt the Donor Designation Policy as amended by staff. Board Member Hester seconded. Motion approved unanimously.**

**Chair Report - Chair Elect Crane**

Chair Elect Crane noted that she had no additional comments.

**President’s Report**

President Stevens pointed out the thank you notes from Community Impact Grant recipients in the board packet and his president’s report. He reported that our new SAGA AmeriCorps member Samantha Ortiz had started on Monday, budget was developed and awaiting report formatting from Anchorage, work continues on the draft CEO position description and performance review forms. Campaign brochures will be in mail to all mailstops in Southeast next week.

**Board Member Comments**

**Adjournment**

Chair Elect Crane adjourned the meeting at 6:30 PM