

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, September 21, 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
August 24, 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
- Events Committee**– Brittany Pace, Jennifer Treadway, Rosemary Hagevig,
Karmen Bowman
- Governance Committee**
- Board Development Committee** – Mark Mesdag, Warren Russell
- Personnel Committee** –Rosemary Hagevig, Karen Crane
- VI: STRATEGIC DISCUSSIONS** –
- Update
- Financial Stability Committee report
- 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 October 19, 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	2017 Board Member Attendance												X's	Total				
			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	%	
Jan - 2020	Karmen	Bowman	E	X	X	E	X	X	X	X	X	E	X	X				67%	6	9
	Karen	Crane	E	X	X	X	E	X	X	X	X	X	X	X				78%	7	9
Jan - 2020	Kendri	Cesar	X	X	E	X	X	X	X	X	E	X	X	X				78%	7	9
Jan - 2018	Rosemary	Hagevig	E	E	X	X	X	X	X	X	X	X	X	E				67%	6	9
	Jennifer	Treadway				X	X	X	X	E	E	X	X	X				67%	4	6
Jan - 2018	Joy	Lyon	X	X	E	X	X	E	X	X	E	X	X	X				67%	6	9
Jan - 2019	Mark	Mesdag	X	X	X	X	X	X	X	X	X	X	X	X				100%	9	9
Jan - 2020	Brittany	Pace	X	X	X	X	X	X	X	X	E	X	X	X				89%	8	9
Jan - 2020	Chris	Pace	X	X	X	E	X	X	X	X	E	X	X	X				78%	7	9
Jan - 2020	Fred	Parady	X	X	E	X	X	X	X	E	X	E	X	X				67%	6	9
Jan - 2018	Warren	Russell	X	X	X	X	X	X	X	E	X	X	E	X				78%	7	9
Jan - 2019	Millie	Ryan	X	X	X	E	X	X	X	X	X	E	X	X				78%	7	9
Jan - 2019	Robbie	Stell	X	X	X	X	X	X	X	X	X	X	X	X				100%	9	9
Total Board			14	14	14	15	14	14	14	14	14	13	13	13	14	14	14	0.780702	89	114
Attendance			9	11	9	10	11	10	11	10	8	10	11	-	-	-	-	0%	0%	0%
Average Percentage attending			64%	79%	64%	67%	79%	71%	57%	77%	85%	0%	0%	0%	0%	0%	0%	71%		
			X = Attended																	
			T = Teleconferenced in																	
			E= Excused																	
			A=Absent																	

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

Thursday, August 24, 2017

5:23-7:03 PM

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

Board Members in Attendance

X	Mark Mesdag - Chair	X	Joy Lyon		Staff
X	Karen Crane – Past Chair	X	Brittany Pace	X	Wayne Stevens
E	Warren Russell – Chair Elect	X	Chris Pace	X	Kaylee Matheny
X	Jennifer Treadway	X	Fred Parady	X	Romee McAdams
X	Karmen Bowman	X	Millie Ryan		
X	Kendri Cesar	X	Robbie Stell		Guest(s):
E	Rosemary Hagevig			X	Samantha Dye, Dye Consulting
Legend: X = present E = excused absence T = teleconference A=absent					

CALL TO ORDER AND INTRODUCTIONS

Chair Mesdag called the meeting to order at 5:23PM. A quorum was established with eleven members present.

APPROVAL OF AGENDA

Motion: Board member Ryan moved to adopt the agenda as presented. Past Chair Crane 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 Stell moved to approve the minutes of the July 20, 2017 Board of Directors meeting. Board Member Brittany Pace seconded the motion.

Motion to approve minutes as presented was approved unanimously.

PRESENTATIONS

Fund Development presentation – Samantha Dye, Dye Consulting

Key #6 – Share how Board support helps further the mission of the organization

Fund development is about building a relationship- not just starting a relationship, but also taking the time to thank current donors on both an organizational level and personal level. By connecting with current donors, it helps in retaining them, which can be less effort than finding new ones. It also gives insight into who has stopped giving and why and how to gain their support again.

From group discussion, personal thank yous from board members may help in keeping those connections. Including a photo of current board members can add another personal touch to retain donors. One of the goals for the upcoming campaign is to make/build connections, as well as maintain current connections.

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

Thursday, August 24, 2017

5:23-7:03 PM

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

In doing so, board members were encouraged to take 1-3 note cards that contain an organization name and who to contact within that organization. Most board members selected organizations and/or individuals they may know on a personal level and were encouraged to do research to build/maintain connections.

COMMITTEE REPORTS

Resource Development

Finance Committee – Karmen Bowman, Chris Pace, Mark Mesdag

Treasurer Bowman had nothing to report due to only getting the finance report from Anchorage earlier that day. She will have report ready for next board meeting.

Campaign Committee – Kendri Cesar, Mark Mesdag

Board Member Cesar discussed combining the donor thank you event with a kick-off effort with the possibility of hosting the event at Amalga Distillery or Rockwell if the Amalga Distillery idea falls through. Also discussed was the idea of getting oysters for the event and the possibility of finding an organization/someone to donate drinks.

Events Committee – Brittany Pace, Jennifer Treadway, Rosemary Hagevig, Karmen Bowman

Board Member Pace had nothing to report due to being out of town.

Governance

Board Development Committee – Mark Mesdag, Warren Russell

Chair Mesdag did not have anything to report.

Personnel Committee – Rosemary Hagevig, Karen Crane

Past Chair Crane reminded everyone to turn in their evaluations on Wayne.

STRATEGIC DISCUSSIONS – Review updates and progress

Chair Mesdag reported that board development and fundraising as discussed previously is still on task.

Income Stability Committee Report

Nothing to report.

NEW BUSINESS

CHAIR'S REPORT – Chair Mesdag

Chair Mesdag reiterated the idea of making new connections and solidifying old connections. He also reminded everyone before they left to grab 1-3 cards to research and make connections with the organization(s) on the card.

PRESIDENT'S REPORT

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

Thursday, August 24, 2017

5:23-7:03 PM

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

President Stevens discussed and showed board members the new brochure and annual report, stating that the annual report was inserted into the newspaper twice and sent out on 8/23/17 and 8/24/17. Brochures are in the process of being sent to the post office by AK Litho.

A campaign schedule chart was also included in the board packet. This chart was created due to the confusion as to why agencies were getting paid for previous years. In short, the chart helps explain the time frame of when pledges are being made, when each quarter collections are made, and then each quarter payout.

Stevens reported that he and Board Member Parady would be meeting the next day with Brandon Cullum the new CFO at AELP. Board Member Ryan indicated that Mr. Cullum had previously worked for her at REACH and would be glad to sit in. Board Member Parady encouraged her to attend.

Finishing off, President Stevens broke the sad news of United Way of Kenai closing down.

BOARD MEMBER COMMENTS

Secretary Treadway asked about when the Day of Caring would take place, which will be held sometime in September. An email will be sent out on the exact date. She also asked if the Day of Caring t-shirts had been corrected. President Stevens reported the t-shirts had been sent to AK Litho to get the year "2016" covered and replaced.

Applause was given to Chair Mesdag and Board Member Stell for having perfect attendance.

ADJOURNMENT

Chair Mesdag adjourned the meeting at 7:03 PM.

United Way of Southeast Alaska

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

unitedwayseak.org

LIVE UNITED



MINUTES of the Financial Stability Committee Meeting

Date of meeting: September 15, 2017 Time: 12:30p

Place: McGivney's Restaurant Downtown

Members Present (first & last name): Millie Ryan, Chris Pace

Members absent (excused):

Other persons present: Wayne Stevens

Co-Chairs: Millie Ryan and Chris Pace

ITEMS DISCUSSED: Committee Charter ideas, projects and programs to work on, and how to inventory programs across Southeast Alaska. Programs to inventory: VITA/EITC, ABLE ACT, Financial Literacy programs offered by financial institutions other resources. Also discussion on previous efforts to create an Asset Building Team by Rich Sanders of the Governor's Council on Disabilities and Special Education.

DECISIONS MADE: Staff directed to draft Committee Charter and send to committee members for review and discussion.

RECOMMENDATIONS TO BOARD FOR APPROVAL: None

Adjourned at: 1:35pm

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

Volunteering

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
<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 UW/SEAK 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>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	METRICS
<p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> Ongoing</p> <p><input type="checkbox"/> Planned</p>	<p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> Ongoing</p> <p><input type="checkbox"/> Planned</p>	<p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> Ongoing</p> <p><input type="checkbox"/> Planned</p>	<p><input checked="" type="checkbox"/> Completed</p> <p><input type="checkbox"/> Ongoing</p> <p><input type="checkbox"/> Planned</p>

Presidents Report for September 21, 2017

Meetings

- 8/25 – Meeting w/ Don Habeger, Juneau Re-Entry Coalition, Amy Skilbred Juneau Community Foundation & Jacob Cocks, AmeriCorps, rehab bed inventory conversation; Lunch w/ Brandon Cullum CFO AELP, Board Member Millie Ryan, Board Member Fred Parady campaign conversation,
- 8/26 – Move beds into Housing First Project
- 8/28 – Lunch w/ Samantha Dye, Dye Consulting, Kim Champney, Champney Consulting, Jayne Andreen, Collective Change Consulting introductions; R.O.C.K. Juneau meeting; KTOO Juneau afternoon conversation with JCF & JSD on Universal Breakfast funding
- 8/29 – Mayors meeting on Best Starts Initiative; Rotary meeting
- 8/30 – Breakfast meeting w/Shannon Fisher, Executive Director, Family Promise
- 8/31 – Conversation with Dirk Van den Bosch
- 9/1 – Lunch with John and Sheri Williams
- 9/5 – Rotary meeting
- 9/6 – Presentation of check to JSD w/JCF at DZ middle school
- 9/7 – Alicia Pasterski KINY campaign radio ad planning
- 9/8 – AMA Breakfast w/Board Member Parady and Keith Malone, Hecla Mines
- 9/9 – Bartlett Hospital Foundation Appreciation BBQ
- 9/12 – UAS Campaign presentation w/ Board Member Stell
- 9/13 – Willoughby District planning update
- 9/14 – R.O.C.K. Juneau conversation @JEDC
- 9/15 – Capital Chat KINY w/ Chair Elect Russell campaign; Financial Stability Committee w/Board members Ryan & C. Pace; Nonprofit Leadership conversation w/Trevor Storrs Alaska Children's Trust; surprise 30th Anniversary party for Saralyn Tabachnik, AWARE
- 9/17 – Lunch w/Geoff Kirsch article ideas
- 9/18 – Lunch w/Chair Elect Russell and Tom Sullivan FNBA re campaign chair
- 9/19 – SHARE Campaign kick-off
- 9/20 – Foraker Operations Board 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 and preparation
- Campaign Donor Thanks and Kick off planning
- SHARE Campaign Kickoff event planning and execution