

STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN

ADVISORY COUNCIL MEETING

Wednesday August 15, 2012 3:30PM

555 Fuller

1. Greeting/Call to Order.
2. Review minutes from July 18, 2012 meeting.
3. Review meeting agenda and advisory committee members' schedules for the upcoming meetings.
4. Fiscal Agent Report - Tim - Budget Committee
5. Program Contractor's Report – Beki
6. Chairman's Report – Jack –
7. D of A Liaison's Report – Helen
8. Public Comment – members of the public
9. Other Business/Adjourn

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ADVISORY COUNCIL MEETING

WEDNESDAY, JULY 18, 2012, 3:30 P.M.

555FULLER

- 1. Greeting/Call to Order.** Chairman Jack Lynch called the meeting to order at 3:32 p.m. Members present: Jack Lynch, Kathy Miller, Bill Crane, Mary Wright, Rob Mayer and Dave Paton. Contractor present: Tim McCauley. Members excused: Matt Dale, Marcia Armstrong, Kirsten Wrzesinski. Staff excused: Helen Betts.
- 2. Review Minutes from June 20, 2012, Meeting.** It was suggested that the final two sentences in item 4 be changed to read, "Paton is working on protecting Campaign data." Crane moved, seconded by Miller, to approve the minutes as amended. The motion passed.
- 3. Review Meeting Agenda and Advisory Council Members' Schedules for the upcoming Meetings.** The next meetings are schedules for August 15, September 19 and October 17.
- 4. Fiscal Agent's Report.** McCauley distributed copies of the 2012-2013 revenue and expense reports. After discussion, Wright moved, seconded by Mayer, to accept the reports. The motion passed.
- 5. Program Contractor's Report.** There was no Program Contractor's report.
- 6. Chairman's Report.** A theme for the Advisory Council prize basket. It will be called the SECGC Advisory Council Member Prize Basket. Lynch reported that a suggested Council member from the Department of Corrections declined to join. Paton has a contact there, and Lynch will contact that person.
- 7. D of A Liaison's Report.** Lynch read the D of A Liaison's report as follows:
 - All acceptance letters have been mailed. Only two letters were returned with address changes: Scottish Rite Language Disorders Clinic (Billings) and American Heart Association (Missoula). Their offices moved after we received their applications.
 - Supply costs for the final mailing: \$29.46. SHRD received reimbursement for this expense today.
 - D of A has been monitoring the costs (ITSD charges and Personnel Services) associated with this year's campaign and will continue to monitor these costs in the future. These are costs incurred by D of A as a result of the Campaign. Costs are currently at \$16,335.42 (July 1, 2011 – June 30, 2012). This of course does not include the expenses for which the Council reimburses the state. Keeping in mind for future reference, should D of A and our division get in a bind for future funding needs, this program may potentially be one that is reviewed due to the expenses involved.
- 8. Public Comment.** There was no public comment.
- 9. Other Business/Adjourn.** Lynch dismissed the meeting at 4:00.