

STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN

ADVISORY COUNCIL MEETING

Wednesday October 16, 2013 3:30PM

555 Fuller

1. Greeting/Call to Order.
2. Review minutes from September 18, 2013 meeting.
3. Review meeting agenda and advisory committee members' schedules for the upcoming meetings.
4. Fiscal Agent Report - Alison and Brian -
5. Program Contractor's Report – Beki
6. Chairman's Report – Jack –
7. D of A Liaison's Report – Helen
8. Campaign "Go Green" Report – Bill
9. Public Comment – members of the public
10. Other Business/Adjourn

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- 1. Greeting/Call to Order.** Chairman Jack Lynch called the meeting to order at 3:31 p.m. Members present: Jack Lynch, Mary Wright, Gloria Soja, Bill Crane, Kathy Miller, Marcia Armstrong, Kirsten Wrzesinski, Rob Mayer and Dave Paton. Members excused: Matt Dale and Gary Owen. Staff present: Helen Betts. Contractors present: Beki Brandborg and Alison Munson.
- 2. Review Minutes from August 21, 2013 Meeting.** Crane moved, seconded by Miller to approve the minutes. The motion passed. Wright moved, seconded by Crane, to correct the minutes of the May 2013 minutes to reflect the changes in paragraph 4 of the August 2013 minutes. The motion passed.
- 3. Review Meeting Agenda and Advisory Committee Members Schedules for the Upcoming Meetings.** The next meetings are scheduled for October 16, November 20 and December 6.
- 4. Fiscal Agent Report.** Munson distributed copies of the 2012-2013 and 2013-2014 budget and actual financial report. After discussion, Armstrong moved, seconded by Soja, to approve the reports. The motion passed.
- 5. Program Contractor's Report.** Brandborg reported that there was a good meeting earlier in the day with Campaign volunteers. Their reaction to the paperless Campaign was very positive. There will be a conference call at 10:00 a.m. Friday, September 20 to discuss with volunteers ways to make the Campaign fun. The Governor and Department Directors will send e-mails to announce the beginning of the Campaign. Employees who do not have access to computers at work will be provided a printout of the list of nonprofits and a pledge form. The Campaign kick-off/nonprofit fair will be held in the Capitol Rotunda on September 30 from 10:00-2:00. The pizza has been ordered, and Soja will pick up the coffee.
- 6. Chairman's Report.** Lynch reported that Jodi Gollehon from Procurement said that bids will be solicited for the Program Contractor position. She will let us know the timeline. The Campaign yard signs will go up Sunday, September 29. Volunteers should meet at the FWP parking lot at 11:00 a.m.
- 7. D of A Liaison's Report.** There was no D of A Liaison's report.
- 8. Campaign Materials Committee Report.** There was no Campaign Materials report.
- 9. Public Comment.** There was no public comment.
- 10. Other Business/Adjourn.** Lynch adjourned the meeting at 3:55 p.m.