

# STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN

## ADVISORY COUNCIL MEETING

Wednesday, November 19, 2014 3:30 p.m.

Department of Public Health & Human Services, 111 North Sanders, Room 107, Helena

### Agenda

1. Greeting/Call to Order.
2. Review minutes from October 20, 2014 meeting.
3. Review meeting agenda and advisory committee members' schedules for the upcoming meetings.
  - a. Next meeting dates: December 5.
    - i. Will need to schedule for 2015.
4. Public Comment – members of the public.
5. Fiscal Agent Report - Alison and Brian
  - a. Financial Reports
6. Program Contractor's Report – Alison
  - a. Campaign update
  - b. Committee: update on the public comment/application review
7. Chairman's Report – Mike
  - a. Update: Retirees: Donations through SECGC
8. D of A Liaison's Report – Helen
9. Electronic Campaign Facilitation – Bill Crane
10. Great Falls Event – Gary Owen
11. Other Business/Adjourn

# STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN

## ADVISORY COUNCIL MEETING

Tuesday, October 15, 2014 3:30 p.m.

Department of Public Health & Human Services, 111 North Sanders, Room 107, Helena

### Minutes

#### 1. **Greeting/Call to Order.**

Chairman Mike Manion called the meeting to order at 3:30 p.m. Members present: Bill Crane, Diane Larson, Donna Hansen, Kristen Wrzesinski, Matt Dale, Gary Owen and. Members excused: Shelly Clinch, Pam Carlson, Gloria Soja, Marie Matthews, and Marcia Armstrong.

Contractor present: Alison Munson; staff present: Helen Betts

Guest : Hans Schweitzer

#### 2. **Review minutes from September 16, 2014 meeting.**

The minutes were reviewed. **MOTION** Matt Dale moved to accept, Bill Crane second and the committee approved.

#### 3. **Review meeting agenda and advisory committee members' schedules for the upcoming meetings.**

- a. Next meeting dates: November 19, and December 5.

The future meetings were accepted. The December 5 meeting will immediately follow the recognition luncheon.

#### 4. **Public Comment – members of the public.**

We recognized Hans Schweitzer for public comment. Hans provided a handout regarding donations remaining in Montana. Hans applies the “DALY” measurement against each charity. A DALY (Disability- Adjusted Life- Year) is used to quantify the cost effectiveness of the program. Typically, Montana charities have a poor DALY and expanding our charities to wider international charity types that typically have a better DALY would give us more ‘bang for our buck’. Gary Owen expressed concerns about discrimination—how do we decide which charities should be allowed in the campaign? We will further discuss the request in committee.

#### 5. **Fiscal Agent Report - Alison and Brian**

##### a. **Financial Reports**

Alison Munson reports that non-profit numbers are down. Helen Betts attributes that to a re-proportioning of independent nonprofits and federation/affiliate nonprofits applications. There were 391 total nonprofit applications for campaign year 2013 and a total of 405 nonprofit applications for this year's campaign. Discussion found that the \$40 fee is still fair. Applications are available to employees to add suggestions for new non-profits. There is a need for static

emails to communicate with non-profits. 40 bounced back this year. **ACTION** Alison will look at the lists for the last 2 years to invite past participants.

Referring to the expenditure sheet, expenditures are within \$60 of last year.

**MOTION** Matt Dale moved to accept the financial report, Bill Crane second, the committee approved.

## 6. **Program Contractor's Report – Alison**

### a. **Campaign update**

Alison presented donor reports that indicate that the donor count in the six weeks of giving in 2013 totaled 1829. In the first two weeks of the 2014 campaign, the number was already 1623. In review of the giving sheet, it was noticed that Military Affairs had low participation due to a federal giving campaign in the previous months. **ACTION** Mike Manion will reach out to other agencies for a conversation regarding giving.

The Rotunda event was successful. The non-profits liked the assigned spots. Next year we will be prepared for non-profits requesting to bring animals into the Capitol.

### b. **Retirees: Donations through SECGC**

Can donations be taken from PERS (retiree) checks? Can they set up donations? **ACTION** Alison will talk to PERS. We could market the campaign in their newsletter. **ACTION** Mike Manion will speak with Dore Schwinden, Executive Director, Montana Public Employee Retirement Administration, about this issue.

Other notes – IT requests go to Alison and a reminder that there is a toggle on the admin side for donations to remain anonymous.

## 7. **Chairman's Report – Mike**

The Great Falls event was good. There were 24 tables and about 20 employees attended. The non-profits appreciated the chance to be at the event and the intimate setting. The cost was \$65 for pizza. We might consider making this a city, county, state event making it a big enough event to use the Great Falls Civic Center at no cost. Discussion followed. Bill Crane reported that the Missoula folks would like an event next year. Kalispell would also like an event. We could consider a kick off for major population areas. New events need a couple years to build momentum. Billings Habitat for Humanity would like to put on an event. A charge for tables would cover food and beverages. The United Ways in the event towns would help. We would need to discuss if these would be consecutive or simultaneous.

Mike reports that Beth Stephenson is doing a great job working out the computer bugs.

There was a question from an employee regarding whether Children's Wish Foundation was a scam organization. Bill Crane checked on the non-profit and they are legitimate but it is reported that the majority of their money goes to marketing and admin costs and about 30% to the kids. It was asked, do we question each non-profits percent to overhead?

Mike Manion had a few other complaints/comments that he handled.

8. **D of A Liaison's Report – Helen**

No report at this time.

9. **Electronic Campaign Facilitation – Bill Crane**

Bill will be turning in his invoice. We are reminded to pick up the event signs between October 24 and 27. We can get them to Alison Munson or Bill Crane.

10. **Great Falls Event – Gary Owen**

- a. Update: Great Falls Nonprofit Event

This report was combined with item #7.

11. **Other Business/Adjourn**

Seeing no other business, **MOTION** Matt Dale moved to adjourn the meeting at 4:45, Bill Crane second, committee passed.