**SECGC ADVISORY COUNCIL MEETING**

**Wednesday, September 21, 2022, at 3:30 pm**

Location: Remote via Zoom

**Members Present:** Sandy Booth, Kirsten Wrzesinski, Mandy Rambo, Kathy Ralston, Brett Christian, Elena Gallant-Velez

**Members Excused:**  Jasyn Harrington, Gary Owen

**Contractors:** Emily McVey, Bill Crane

**SITSD Staff:** Mike Murphy

**DOA Staff:** Dean Mack and Julie James

1. Greeting/Call to Order
2. Dean called the meeting to order at 3:33 p.m.
3. A quorum was present.
4. Review and accept August 17, 2022, Advisory Council minutes
5. Mandy moved to accept the minutes as proposed. Brett seconded the motion, and it carried.
6. Review meeting agenda and upcoming meeting schedule
7. Next meeting will be scheduled for October 19, 2022, at 3:30 p.m. Brett may not be able to attend.
8. Fiscal Agent Report – *Emily McVey*
9. Emily shared the financials with us on her screen and will send the reports to everyone.
10. Emily made updates to the spreadsheet to show funds in the proper column. The 2020 campaign is closed with $13.65 remaining. This amount is usually posted to the next year. Sandy moved to post the $13.65 to the 2021 campaign. Brett seconded the motion, and it carried.
11. Emily reported the 2021 campaign is moving along as normal.
12. The 2022 campaign is receiving application and kickoff fees.
13. Mandy moved to approve the financial reports with Emily’s noted corrections. Sandy seconded the motion, and it carried.
14. Coordinator Report – *Bill Crane*
15. Bill is ready for the Rotunda kickoff on Monday with 49-50 groups planning to be attending.
16. Bill suggested setting the yard signs Friday afternoon. Sandy, Mandy, and Elena offered to help distribute the signs at 3 p.m. and will meet Bill in the Capitol parking lot.
17. Bill asked Emily to email him the amount of funds for prize contributions. He has Cat and Griz football and basketball tickets.
18. Bill asked for board members to test the SECGC “click and give” application early. Mandy did and reported it worked from her end.
19. **Needs list of prize donations by Monday. He will draw the first round**.
20. Dean reported he is waiting for approval of the Governor’s kickoff letter. Bill asked about an email that Lauren previously sent and could it be done again. Dean believes the email was sent via GovDelivery and that Belinda Adams should be able to help with it. Mandy offered to ask Belinda.
21. Bill will be at the Capitol around 8 a.m. for the kickoff event set up. Starbucks will provide coffee.
22. Bill will conduct one more training with coordinators tomorrow morning.
23. **Bill will send another reminder for the Missoula event. He only has one response from non-profits.**
24. Chair Report – *Dean Mack*
25. Dean did not have anything to report.
26. Public comment, if applicable. NONE.
27. Other business. NONE.
28. The meeting was adjourned at 3:54 p.m.