

**STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN
ADVISORY COUNCIL MEETING
Wednesday, June 21, 2017**

Department of Public Health & Human Services, 111 North Sanders, Room 107, Helena, 3:30
p.m.

1. Greeting/Call to Order – Mike Manion

Mike called the meeting to order at 3:34 p.m.

Members present: Bill Crane, Pam Carlson, Hope Stockwell, Kirsten Wrzesinski, Jessica Barnes, Frank Clinch, Penny Fassett, Linda Egebjerg, and Liz Bangerter

Excused absences: Gary Owen, Patrick Sheehan, and Danielle Williams

Agency liaisons present: Steven Hrubes (DOA).

Contractors present: Alison Munson

2. Review minutes from April 2017 meeting

MOTION: Bill moved to accept the minutes, and Jessica seconded the motion. The motion was approved unanimously.

3. Upcoming Meetings

Next meeting dates: July 19th and August 16th.

Members absent: None at this time

4. Public Comment – members of the public

No comment at this meeting.

5. Business/Topics

Mike welcomed the three new members to the committee: Penny Fassett, Linda Egebjerg and Liz Bangerter

6. Fiscal Agent Report –Alison

Alison excused the auditor that was going to attend the meeting. We will hear from them next month. Alison Explained how the financials worked to the new members, and will discuss the financial discrepancy found next month when the auditor is present.

Current Financials

2015 Campaign Revenue	\$ 497,312.88
2015 Campaign Expenditures	\$ 490,534.29
2015 Campaign Balance	\$ 6,778.59
2016 Campaign Revenue	\$ 288,781.40
2016 Campaign Expenditures	\$ 162,603.93
2016 Campaign Balance	\$ 126,177.47
2017 Campaign Revenue	\$ 6,724.10
2017 Campaign Expense	\$ 308.00
2017 Campaign Balance	\$ 6,416.10

Alison believes the campaign is on track with fees and budget so far this year.

Jessica asked if the table fees were just for the Helena Rotunda event. Alison explained that there are no fees for out-of-town events. Reminders will be sent out for all Kick-Off events to the NPOs.

MOTION: Frank moved to accept the financials, and Bill seconded the motion. The motion was approved unanimously.

7. Program Contractor's Report – Alison

157 Independents, 9 Federations, and 227 Affiliates are signed up thus far.

Bill explained to the new committee members the requirements to sign up as an independent or an affiliate in the campaign. He told the committee he has been finding that a lot of the NPOs are not registered with the Secretary of State's office, and Alison said that some NPOs like to be affiliated with a larger organization for name recognition, so they go under the larger organization's EIN. Discussion was had over the issue and consequences of not having a SOS official letter and being registered. More discussion was had over whether or not programs offered by Federations and NPO's should be considered affiliates.

One of the major federations is NPOs claiming affiliates that are not theirs. One Federation has had an issue with this. It was decided a phone conference should be had with this Federation to clarify the rules.

The Council decided to table the issue of programs versus affiliates registering with the Secretary of State until next meeting. A potential avenue is rewriting the bylaws to clarify this matter.

The number of pizzas will be reduced for the Campaign Kick-Off, and sponsorships and prizes are being worked on.

8. Chairman's Report – Mike

Regarding the donor names that were distributed without consent, the emails were sent to them explaining the situation. Mike reported there was only one negative response, and the committee was pleased with that. Alison reiterated to the NPOs to destroy all of those names that were given.

9. Other Business/Adjourn

No other business.

MOTION: Pam moved to adjourn the meeting, and Bill seconded the motion. The motion was approved unanimously, and the meeting adjourned at 4:40.