

**STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN
ADVISORY COUNCIL MEETING
Wednesday, October 18th, 2017**

Department of Public Health & Human Services, 111 North Sanders, Room 207, Helena, 3:30 p.m.

1. Greeting/Call to Order – Mike Manion

Mike called the meeting to order at 3:38 p.m.

Members present: Mike Manion, Bill Crane, Pam Carlson, Jessica Barnes, Danielle Williams, Sandy Booth, Kirsten Wrzesinski (phone), Patrick Sheehan, and Liz Bangerter
Excused absences: Hope Stockwell, Penny Fassett, Frank Clinch, Linda Egebjerg, and Gary Owen

Agency liaisons present: Steven Hrubes (DOA)

Contractors present: Brittany Rooze (UW)

2. Review minutes from August and September 2017 meetings

MOTIONS: Liz Bangerter moved to accept the August 2017 meeting minutes. Danielle Williams seconded the motion. The motion passed unanimously. NOTE: Since there was not a quorum at the September meeting, the August minutes could not be accepted at that meeting.

Liz Bangerter moved to accept the September 2017 meeting minutes. Bill Crane seconded the motion. The motion passed unanimously.

3. Upcoming Meetings

Next meeting dates: November 15th and December 1st 2017

Linda, Patrick, and Danielle will most likely miss the November meeting.

4. Public Comment – members of the public

No comment at this meeting.

5. Fiscal Agent Report – Brittany Rooze

Current Financials

2016 Campaign Revenue	\$ 402,044.16
2016 Campaign Expenditures	\$ 271,480.23
2016 Campaign Balance	\$ 130,563.93
2017 Campaign Revenue	\$ 15,748.66
2017 Campaign Expense	\$ 9,133.25
2017 Campaign Balance	\$ 6,615.41

Bill inquired if we will be getting more for table fees, and Brittany explained that we will be getting more as the payments process at the end for the month from Submittable.

Brittany pointed out line 6200 on the financials that is labeled “Other.” That will be sorted out and allocated in next month’s financial report.

MOTIONS: Liz Bangerter moved to accept the August 2017 financials. Bill Crane seconded the motion. The motion passed unanimously. NOTE: Since there was not a quorum at the September meeting, the August 2017 financials could not be accepted at that meeting.

Danielle Williams moved to accept the September 2017 financials. Patrick Sheehan seconded the motion. The motion passed unanimously.

6. Program Contractor's Report – Brittany Rooze

Over \$345,000 in employee contributions have been donated thus far. Brittany urged everyone to keep promoting the 2017 Campaign to achieve our goal of \$510,000.

December 1st 2017 is the Volunteer Appreciation Event being held at the Rotunda. The Council members are welcome to attend, and we will have our monthly meeting thereafter.

Rotunda Event Report

There were some hiccups at the beginning of the day with some NPOs showing up that hadn’t signed up. However, with these extra organizations, we had the same amount of representation at the event as last year.

The pizza was still in excess, so we can continue to adjust our amount for next year.

Bill mentioned he thought attendance was down, and Patrick concurred. There were multiple events happening that day for state employees, which may have caused the slump in attendance.

Brittany reported a disagreement between two NPOs. A grab bag was taken from one of the NPOs by the other agency, which caused a conflict. Brittany handled the situation. These groups were told they would not be let back in the campaign if the matter escalated. Nothing further happened that day. The Council will make sure that the two NPOs are separated in following campaign events.

Other State Events

In Kalispell, no state employees attended the event. There was a major meeting in Helena, and school was out, so many employees may have stayed home. The Council is looking at potentially not attempting a Kalispell event next year.

Great Falls Kick-Off Event was about the same as last year, but everyone agreed it was a better location, so with that knowledge we can push and promote for next year more heavily.

Missoula event had a lower turnout, which was most likely due to the weather. Volunteers did their best throughout the day. The Council was not too troubled by the report of lower attendance, but may try different locations, but that matter will be discussed in the future.

The Council agreed to look deeper into a Billings Kickoff Event for next year's campaign to test the waters.

Prizes

The prize drawings have been going well, and the prizes been distributed. No major issues to report.

7. Chairman's Report – Mike

Nothing to report

8. Other Business/Adjourn

Bill asked if the Council thought the state budget challenges were affecting the employee's eagerness and willingness to readily donate, and if we really need to attempt a final push to make our goal.

Danielle asked if we always set higher goals from year-to-year. Council members explained that how goals are set, and what we should potentially attempt for next year. Council members explained that the goal is not automatically set higher every year. A grab bag was taken from one of the NPOs by the other agency, which caused a conflict.

Bill concluded by saying that all we can do is our best and do our jobs. We can't control weather or budgets. The Council members agreed.

MOTION: Bill Crane moved to adjourn the meeting. Liz Bangerter seconded the motion. The motion passed unanimously. The meeting adjourned at 4:15 p.m.