

**STATE EMPLOYEES CHARITABLE GIVING CAMPAIGN
ADVISORY COUNCIL MEETING MINUTES**

Remote Teams Meeting
Wednesday, June 17, 2020 - 3:30pm

Members Present: Mike Manion, Penny Fassett, Bill Crane, Kirsten Wrzesinski, Liz Bangerter, Hope Stockwell

Members Excused: Danielle Williams, Jasyn Harrington, Gary Owen, Sandy Booth

Contractor: Emily McVey and Shelli Gwinn

SITSD Staff: Denise Adamson

DOA Staff: Belinda Adams

I. Greeting/Call to Order

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

II. Review Previous Advisory Council Meeting Minutes

A. The May 20, 2020 meeting minutes were reviewed. Edits needed on second page under Coordinator Report, section A: add "the" to third sentence and section B: capitalize the "W" in United Way.

B. **MOTION:** Liz Bangerter moved to accept the May 20, 2020 meeting minutes with the edits mentioned above. Penny Fassett seconded the motion. The motion passed unanimously.

C. The next meeting is planned for July 15, 2020 at 3:30 p.m.

III. Fiscal Agent Report

A. No financials available this month due to staff transition at United Way.

I. Coordinator Report

- A. Emily McVey is continuing to investigate virtual SECGC kick-off event options. Shelli Gwinn shared ideas for consideration: digital banner on our website for those that contribute to the campaign, online auctions and yard sales, social media take-overs, donor submitted photos with t-shirts, or live streaming for events on Zoom. Emily said one thing other states are doing is for the duration of the campaign they have a theme of the week instead of a kickoff event.
- B. Emily said nonprofits have reached out asking for notice if they need to create videos for our social media or if there Zoom event for them to participate in.
- C. Mike Manion asked for Bill Crane's opinion. Bill said that we have an established tradition of a kickoff and need to keep it. Maybe a few 15- or 30-minute remote meetings would work, especially if we give away prizes. It was suggested to make the online meeting a webinar for streamlined one-way communication and to record them. Hope Stockwell explained the difference between a Zoom Webinar vs. a Zoom meeting.
- D. Emily shared we will have over 300 Nonprofits registered within the next week and has concerns over how to feature nonprofits fairly if doing a Zoom webinar. Belinda suggested having a signup or drawing process to highlight nonprofits that first signed up or won the drawing, similar to the in-person kick-off events.
- E. Hope suggested doing the kickoff event outside with the booths social distanced, like how the Capitol Square Farmers Market is setup and running this year. Concern over a backup plan for inclement weather was raised. Penny suggested looking into renting a large tent. Concerns

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were raised about the ability to maintain social distancing. Kirsten raised the concern that if state employees are still working remotely, an in-person event may not be very effective.

- F. Mike, Hope, Emily, Belinda, Penny will form an informal subcommittee to brainstorm ideas for a virtual kickoff. Mike will set a meeting for next week to begin brainstorming.
- G. Mike asked if the Council should tentatively reserve the outside space. It was agreed that we could reserve it just in case.
- H. Mike wondered about hosting the campaign coordinator thank you luncheon in-person in December. The Council decided that it will wait until it is closer to decide what to do.

I. Chairman's Report

- A. Mike asked about the timeline for reaching out to the Governor's office to have them send an email to all state employees. Belinda and Emily will research when that process has been started in the past.
- B. Bill Crane mentioned that a few Neighbors to Nations affiliates have submitted although Neighbors to Nations has not submitted as a federation which is needed for the affiliates to register. Emily will be reaching out to the leader of Neighbor to Nations to see if they are planning on registering.
- C. Mike recognized and thanked Hope, Bill, and Emily for reviewing and approving nonprofit applications for the 2020 Campaign year.

II. Other Business

- A. None

III. Public Comment

- A. None

IV. Adjourn

- A. **MOTION:** Bill Crane moved to adjourn. Kristen Wrzesinski seconded the motion. The motion passed unanimously.
- B. The meeting was adjourned at 4:11 p.m.