

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

Remote Teams Meeting
Wednesday, May 26, 2021 - 3:35pm

Members Present: Jasyn Harrington, Penny Fassett, Hope Stockwell, Sandy Booth

Contractor: Emily McVey, Bill Crane

SITSD Staff: Denise Adamson

DOA Staff: Lauren Berka and Ben Condon

I. Greeting/Call to Order

- A. Mike Manion called the meeting to order at 3:35 p.m. There were not enough members to make a quorum.

II. Review Previous Advisory Council Meeting Minutes

- A. Meeting minutes from the previous meeting could not be voted on because there was not a quorum present.
- B. The next meeting is planned for June 16, 2021 at 3:30 p.m.

III. Fiscal Agent Report

2018 Financials	
Campaign Revenue	\$429,496.13
Campaign Expenses	\$429,501.13
Campaign Net Income	-\$5.00
2019 Financials	
Campaign Revenue	\$447,458.93
Campaign Expenses	\$342,099.40
Campaign Net Income	\$105,420.30
2020 Financials	
Campaign Revenue	\$180,664.56
Campaign Expenses	\$35,846.28
Campaign Net Income	\$154,480.51

- A. Emily explained the financials and explains that they are getting close to being able to close out 2018. The final audit should be completed by the next meeting in June.
- B. The 2019 campaign audit fees have not been paid but the 2018 audit fees have. Emily has moved the money back to its appropriate years, so all financials are back in order.
- C. 2019 Round 2 of pay-outs was sent out on 5/26/2021.
- D. The first-round of 2020 pay-outs has also gone out.
- E. Bill asked Emily about the 2018 audit. Emily explains where the confusion came about for the payment of the 2018/2019 audit. All the money is back in its appropriate year as explained in 'B' above.

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- F. Mike will send the 2019 draft before the next meeting in June.

IV. Coordinator Report

- A. Bill provided a general update to the group but does not have new business to report.
- B. Bill raised the question regarding having an in-person, rotunda event.
- C. Hope offered the idea of holding an event on the south lawn of the Capitol.
- D. The group discussed this idea and ultimately decided to bring up the discussion during the next meeting.
- E. Mike will research how to plan an event on the Capitol lawn.
- F. The board currently has 266 non-profit submissions.
 - 1. In 2019, the board had 119 independent submissions at this same time.
 - 2. For 2020, the board had 120 independent submissions.
 - 3. 2019 Federations- 9 submissions
 - 4. 2020 Federations – 5 submissions
 - 5. 2019 Affiliates - 157 submissions
 - 6. 2020 Affiliates - 141 submissions
- G. Bill has started clearing groups in sections instead of individually. This has seemed to help with any kind of back-up.
 - 1. 262 groups have been cleared thus far

VI. Chairman's Report

- A. Mike has received three donations pledges.
 - 1. \$1,000 from Allegiance
 - 2. \$250 from Delta Dental
 - 3. \$250 from Sletten Construction
- B. Three new members will be joining the council- Kathy Ralstron(Corrections); Brett Christian (DPHHS); and Samantha Epenbach (FWP).

VII. Other Business

- A. Regarding the application, Hope suggested rewording the application so it is clearer on the banking information. She would like to see the process more streamlined for applicants.
- B. Bill suggested emailing the individual organizations prior to payments being processed to ensure we still have the correct banking information or see if they want to change. Emily agreed and stated that she will start doing so.
- C. An employee contacted Bill to ensure her donations were being properly allocated and to make sure she was not an anonymous donor. Emily verified that all the money was properly allocated and that her donations were not anonymous. Bill will contact the employee and relay the information.

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VIII. Public Comment

A. None

IX. Adjourn

A. The next meeting will be held on June 16, 2021.

B. The meeting adjourned at 4:12 pm.