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Statewide SEFA Council

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Approved: September 20, 2018

SEFA Statewide Council Meeting – August 16, 2018 via teleconference.

Tom Wickerham, Bill Ferguson, Nick Lamorte, Caroline Westbrook (absent – Cornelia Mead and Millie Lucas)

1. Approval of May 17th minutes - motion by Bill Ferguson, seconded by Nick LaMorte, minutes approved with no changes.
2. Finance Committee (Bill Ferguson)
 - a. Resolution 18.1 to establish a policy of minimum pledge designations to charities within SEFA. Created to because in some cases payouts to charities were mere dollars which caused extra costs to the FCCM's. Motion to adopt resolution by Bill Ferguson, seconded by Nick LaMorte, resolution adopted unanimously.
 - b. Invoices - last from United Way was received in January. Invoices received 10 days ago which were not accepted. Bill referred Amber Schiller back to resolutions, etc. on requirements. Bill and Amber will continue to work together.
3. Report from the Chair (Tom Wickerham)
 - a. Tom reminded everyone that the RFA for the Statewide SEFA Campaign Manager is currently available. It's posted online. Due by 6 p.m. on September 14th.
 - b. Because of four FCCM's withdrawing, the Cabinet was reactivated. Review of update document ensued.
 - c. After reviewing the UW's suggested reconfiguration of campaign regions, and FCCM changes, the Council recommended the changes, which the Cabinet approved. There will now be 11 campaign areas, down from 23.
 - d. Looking at potentially changing "Regions" from 6 to 4. This will continue to be discussed. Send ideas to Tom.
 - e. Commissioner Destito's office is working on getting the Executive Department authorizing the campaign.
 - f. Commissioner working with agencies that are not running and/or campaigns that have decreased significantly over recent years. Bill Ferguson noted the importance of the opportunity to have the Coordinators identify these campaigns so we can elevate the issue with the Commissioner.

- i. Danae Gruszczynski (UW Greater Rochester) indicated many of their agencies are being run out of Albany. Tom Wickerham indicated it will be looked at by the Cabinet.
 - g. Retirees work continuing. Still need 50 potential donors. Flyers have been inserted into State offboarding packets so employees can sign up to receive the deduction card. Rose McKinney as how they will be solicited. Details to be worked out. Tom Wickerham indicated credit would go to the regions.
 - h. Rules and Regulations updates being worked on meticulously by a committee which is conducting a conference call every week. Everyone encouraged to participate, though “fiscal types” are important right now due to questions that might affect FCCM’s significantly
 - i. ePledge – beginning in 2019 SEFA pledges will be done on the OSC Payroll Online system. Looking for FCCM coordinators and finance people to be involved in this process.
 - j. Charity recertification process is being worked on in the regulations
 - k. Bill Ferguson pointed out that lots of hard work that has plagued the Council has progressed and received attention, of which Tom Wickerham has been the center spoke.
- 4. Director's report (Laurelee Dever)
 - a. Marketing materials update. Everything will be shipped and hopefully FCCM’s will receive by the end of the month.
 - b. Marketing. Draft of video is done (to be sent after call); working on updating website with new logos, etc.; reached out to Unions (PEF and CSEA small story in their publications; there will be a banner ad on PEF’s website); Rose McKinney of UW Greater Rochester also working with PEF and CSEA to move this along and get more expansive visibility.
 - c. ePledge. Working on getting up and running by end of the month; training PowerPoint needs to be finished; Coordinators will be pulling their own designation reports this year; OSC provided the Cabinet in depth report with many stats on specific departments over the last 10 years (to be sent after call); reiterated 2019 OSC Payroll Online will be taking pledges; there was a meeting July 30th; looking for finance people in FCCM’s to participate in committee to further discussion with OSC.
 - d. Rules and Regulations. Working on with Committee. Requested finance types for Committee because there are aspects of finance terms/time periods we need them to look at.

- e. Tchotchke's – Part I. Unfortunately our ordering some became a lower priority when I didn't hear back from Coordinators and didn't get the opportunity to speak with Union's about perhaps sharing the cost. Next year we will have to try again.
- f. Tchotchke's – Part II. An email was sent to all unaffiliated charities and federations requesting they be sent to your particular regions. Laurelee has received some and will have to work with the Coordinators on how we get those materials to the FCCM's.
- g. Finance. Third quarter assessments will be sent after we have received bills for book layout and 3-part carbonless pledge cards.
- h. OGS Planning. OGS asked to meet to see how they might be able to assist in logistics of getting materials to and from agencies.
- i. Recertifications. Went live July 12th; emails that the recertification form is available has been sent to all unaffiliated charities; nearly 300 have been completed to date; a list is being posted every other week;
- j. Charity Removal Messaging – because so many charities removed, it is felt that everyone should be delivering the same messaging. Laurelee will send talking points for both the charities and donors.
- k. Retirees/Comptroller
- l. As mentioned early, marketing piece in State employee offboarding packets; working with OSC representative to get an authorization form done so we can send those out to the people who are interested; we won't be able to use the ePledge to sign people up per the OSC Retirees office; working with a committee – hope to get back to soon.
- m. Union support. Intend on setting up meeting before end of year to talk about how they can assist in getting local committee and Council members using their internal structures, etc.
- n. Management liasions. Didn't happen this year. We will have to push earlier on this next year.
- o. Database. Laurelee has a meeting with an organization who might assist us in developing a more workable database
- p. Motion to adjourn – I DIDN'T MAKE NOTE OF THIS, DID YOU?

Laurelee Dever
Director