

Statewide SEFA Council

Meeting Minutes

Date: Monday, **October 29, 2007** Time: 11:00 A.M.
 Via Conference Call
 Approved November 19, 2007

Present: Council Members

John Wolf, Region 1
 Angela Decker, Region 2
 John Mansfield, Region 6
 Wayne Rabideau, Region 4

Guests:

Amina Anderson – Independent Charities of America
 Delice Brown for Rosa Brizuela, – Neighbor to Nation
 Tom DeCoursey – Global Impact
 Pat Forbes, SEFA Director
 Bill Galvin – Community Health Charities of NY
 Joe Guastella – SEFA Capital Region
 Susan Hager – UWNYS

Participants identified themselves as they joined the conference call. Minutes were taken by Pat Forbes, SEFA Director.

AGENDA ITEM	ACTION	DISCUSSION NOTES
Welcome and Agenda Review - <i>John Wolf</i>	Approved with addition	Welcomed the Council members and guests. He reviewed the planned agenda items (names in parenthesis – Council member/staff requesting agenda item) <ul style="list-style-type: none"> ▪ Approval of the Agenda ▪ Approval / corrections of the October 15, 2007 draft Minutes Follow up of items from previous meeting <ul style="list-style-type: none"> ○ Application for 2008 Participation <ul style="list-style-type: none"> ▪ Patriot Act language? ▪ Calendar for Council workload ▪ RFP for 2008 Services ▪ Set date/time for next meeting Agenda items added: <ul style="list-style-type: none"> ○ Recertification Form ▪ Adjournment
October 15, 2007 Minutes	Approved	(<i>Italicized</i> material that follows is the correction to be made.) Approved as submitted
Application for 2008 Participation Patriot Act language	Check with Bill Mayer	John Wolf will check with Bill Mayer as to necessity for this language; he will send a copy of the Patriot Act language in the CFC application

Calendar for Council Workload		Potential need for temporary help if a large number of applications received. Bill Galvin requested getting the application out a day earlier than the draft calendar to make it easier to assign work since many people take time off during week of Thanksgiving. Calendar looks OK
RFP for 2008 Support Services		John Wolf & George Goldsmith working on RFP. John will call George.
Draft Recertification Form		Comments made: #8, for clarity, needs to be an “either/or” in the certification; for the Financial report, we need to know the fiscal year. We need to ask for the “most recent, or provide a copy of the extension”; Leave more space for entering name; ask for phone # & e-mail address of respondent

<i>Decisions</i>	<i>Who</i>	<i>What</i>
Agenda		▪ Accepted
October 15, 2007 Minutes		▪ Approved
Application for 2008 Participation Patriot Act language	J Wolf	▪ John will check with Bill Mayer as to necessity for this language.
Calendar for Council Workload		▪ Calendar approved. Agreed to try to get out Application early in the day, Friday, November 16, 2007

<i>Next Steps</i>	<i>Who</i>	<i>What</i>
Application for 2008 Participation Patriot Act language?	J Wolf	• John will check with Bill Mayer as to necessity for this language; he will send a copy of the Patriot Act language in the CFC application
Calendar for Council Workload	P Forbes	Provide copy of calendar to SEFA Staff
RFP for 2008 Support Services	J Wolf G Goldsmith	Finalize RFP; distribute to potential bidders
Draft Recertification Form	P Forbes	Continue work on draft recertification form

<i>Agenda Items for the Next Meeting</i>	Who	What
		No specific items set

<i>Next Meetings</i>	Next Meetings	Monday, November 19, 2007 @ 11:00 a.m.

Meeting adjourned at 11:35 a.m.

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