

SEFA COUNCIL MINUTES  
December 30, 2008

A conference call was held with the following participants on line: Members George Goldsmith, John Wolf, Angie Decker, Brian Rusk, and Lorraine Arrow, and Joe Guastella of the Greater Capital Region SEFA.

George moved to accept the agenda as sent out noting that the budget was going to be kept as a calendar year budget. (This budget agreement was accepted by United Way of NY and George Goldsmith, council chair).

John Wolf requested we add a review of the minutes to the agenda.  
Motion to add this passed.

Discussion was held in regards to the 5<sup>th</sup> bullet of last meeting minutes, reelection of council members. Discussion was held to clarify if all Region 1 council candidates needed to be reelected or just the two who tied, to break the tie. It was determined that an election would be reheld for those who tied only. It was noted that Ray Rushboldt had agreed to be an alternate on the committee. George will confirm this.  
Minutes amended by vote of 4 in favor, 1 against.

1) Discuss the proposed options

George began discussion by noting that the regulations adopted by OGS must be upheld by the council. The name and numbering system was not completed last year and must be completed this year.

The council must address the regulations and help the local committee's know what they need to do to comply with the regulations. And there is no wiggle room to this.

The majority will rule in council votes.

OGS has declared that changes to the council rules would not be entertained this year.

Council needs to adopt a budget today.

Brian felt that the local SEFA committees were better able to review applications and make sure they were complete. His position was that locals know the charities and can get accurate information to Albany quicker and better, with the council still having final oversight.

John felt the process will be streamlined this year and that the problems from last year should not happen again.

Brian requested that in addition to reviewing the United Way proposal of option 1 & 2, we add a third option that would add surplus funds from previous years to this year's budget to reduce costs to the local committees. It was determined to discuss the two options provided.

George made a motion to discuss the options presented. Angie 2<sup>nd</sup>. Motion passed.

### OPTION 1 & 2 PROPOSALS

Joe noted that on page 5 the year should be changed from 2010 to 2009 and that on page 8 1B, OFS should be OSC.

Again Brian suggests putting surplus toward costs of Option 1 to reduce costs. Brian was ruled out-of-order.

Angie suggests adding #13 from the Option 2 proposal to the Option 1 proposal and using surplus funds to finance it. This option is for website development and interface for a dedicated SEFA database.

George notes that Suzanne is looking into moving the SEFA data from the State format to a stand alone website.

Lorraine suggests buying a computer to hold the new database as shown in Option 2 to Option 1 budget.

Joe suggests setting aside the \$10,000 surplus to be used later as needs arise.

George made a motion to adopt the Option 1 proposal as written and to hold the 2008 surplus in reserve to begin developing a website and interface. Angie 2<sup>nd</sup>. Motion passed: 4-aye, 1- nay

### 2007 SURPLUS FUNDS

There is at least \$3360 in surplus funds from 2007.

The new statewide database to support the naming and numbering system would cost \$3698.

George said that Susan Hager feels that SEFA could not support a full time staff position. SEFA covers only the salary, no benefits. United Way covers taxes and benefits. Suzanne will be losing her health coverage from her prior job in a few months.

George reported that he, John and Susan feel it would be good for SEFA to keep Suzanne on expecting her to perform well and if so, to be able to offer her an increase in salary and/or benefits. If this happens she would need a performance program with a review in 6 months. Decided we couldn't fund this at this time.

George would like to be able to offer Suzanne either a reimbursement for her COBRA, to help with health insurance costs, or raise her hourly rate to \$30/hour. Raising her rate \$5 would cost us \$7000, (\$3500 this coming year.)

Brian made a motion that following completion of 6 months in her position Suzanne would have a performance review by George and Susan Hager. If performance is satisfactory she will receive a \$5/hr raise that would be paid from the 2007 reserves. 2<sup>nd</sup> by John Wolf. After clarification, Brian withdrew the motion.

Brian made a new motion that the council allocate the 2007 surplus toward benefits or salary increase at George and Susan's discretion following a

performance review of Suzanne. The additional benefits/increase would begin in June 2009. 2<sup>nd</sup> by John  
Motion passed: 5- aye

Minutes respectfully taken and submitted by Lorraine Arrow.