SEFA Statewide Council Meeting – February 6, 2020 via teleconference.

Attending: Tom Wickerham, Bill Ferguson, Caroline Westbrook, Cornelia Mead, Millie Lucas

Alicia Otis from UWGCR

1. Alicia took the roll, meeting started at 1:37pm
2. Approval of December minutes
	1. Bill Ferguson moved, Caroline seconded that they be approved. Motion carried.
	2. Discussion of sending out the minutes ahead of time, prefer that they be limited to the Council only until they are approved, then they can be shared more widely, and are posted on the SEFA web site.
3. Election of council officers
	1. Tom opened the floor for nominations, nominated Bill Ferguson as Vice Chair, and offered to continue as chair. Cornelia agreed to continue as secretary. Tom moved that we approve the slate, Caroline seconded the slate. Motion carried.

1. Finance Committee Report
	1. Bill had circulated the December invoice of $7761.77 for approval, the account balance is $19,003.26. Moved to approve by Millie Lucas, seconded by Caroline Westbrook, motion carried.
	2. Bill anticipates we will have an ending bank balance after all commitments paid of around $11,000.
	3. We would expect about $4000 additional from local area, Bill urged them to pay invoices.
	4. As we work on drafting the 2020 annual budget, we will have to be mindful of the overall decrease in campaign totals, which will have an impact on our budgets.
	5. Bill reminded us that the finance committee is annually appointed by the Council pursuant to a resolution adopted in 2016. Tom asked to appoint Bill to continue.
	6. 3,167,064.57 preliminary total for campaign statewide at this point. Still missing NYC and Long Island reporting, (over $400k last yr). But overall numbers will be down.

1. Director's Report - Alicia Otis
	1. Working on assembling application info into a spreadsheet, also re-certifications
	2. Errors from e-pledge
		1. Any corrections to employer ID numbers can no longer go to OSC, they need to go through their payroll administrators. There continue to be some errors, and OSC won't accept them anymore. It seems as if the donor now needs to complete a paper form.
		2. Quite a few donors reporting that they are not seeing payroll deductions started yet, some committee members who have given before, some large gifts.
		3. There are aspects of the e-pledge interface that are confusing for donors, hopefully this can be cleared up in the future.
		4. Tom asked Alicia to follow up on this issue with him to figure out the problems and how to resolve.
	3. E-pledge was turned off January 13

1. Brief updates from FCCM's
	1. Dave from Central New York: in the past week four people had amounts taken incorrectly out of their checks, has anyone else had this problem? Tom suggested this was an issue with the one-time vs. continuing gift? This is not the issue, the number seemed unrelated to the gift.
		1. Per Alicia, there were issues with one-time gifts that were taken multiple times, and these refunds have been handled.

1. Report from the Chair - Tom Wickerham
	1. Tom asked all to share with him any ideas about improvements for the campaigh
		1. Cornelia shared info from an advancement meeting she attended about the importance of thank-yous and how they help retain donors. Some agencies shared that they do send thank-yous to all donors each year.
		2. Continuing to work on including retirees in SEFA
		3. Tom urged us to think about economizing as we put together our individual budgets in the next few weeks.
		4. Bill reminded that all budgets should be due by April 1, so we should aim at that. He also suggested we keep our amount of statewide contribution the same as it has been.
2. Other Business
	1. Several areas reported that they had reports from representatives in many agencies that they were prohibited from advertising, promoting, talking about SEFA at their agency. Some suggested this was a change from what they used to be able to do. Wondering if there is anything in the regulations that can support SEFA communications being allowed.
		1. Support from above would be very helpful, from the commissioner's office, or governor's office, would certainly help educate specifically new employees and support the campaigns.
		2. Tom explained the difficulty we have had in trying to get support expressed by the cabinet or the governor's office or whatever. He reiterated that the regulations DO give us permission to conduct this campaign with state employees, and it is helpful to have that confirmed higher up.
		3. Bill mentioned that he sees a letter each year from the governor's director of statewide operations, announcing the campaign and supporting it. In future he will share this letter with the SEFA Statewide Director to share with all campaign directors.

Meeting adjourned 2:50 pm

Cornelia Mead

Secretary