



**State and University Employees Combined Appeal (SECA)
Advisory Board Meeting Minutes from
March 5, 2013**

- I. Call to Order**—10:05 a.m. by Cindy Dixon, SECA Chair Designee
- II. Attendees:** Cindy Dixon, Susan Caimi, Sally Petrone, Tim Blair, Lori House, Gail Hankins, Laura Whetstone, Michelle Silver, Jennifer Varner, Aimee Pine, Melissa Fraase, Charles Good, Judy Wyatt, Denise Reed.
Charitees: American Cancer Society, America's Charities, Community Health Charities, Community Shares of IL, EarthShare of IL, Global Impact, Special Olympics, United Negro College Fund, United Way of Central Illinois.
- III. Approval of Minutes**
MOTION: Laura Whetstone made a motion to approve the minutes as amended from the December 4, 2012 meeting and Gail Hankins seconded it. All board members present voted in favor. Minutes from the December 4, 2012 Board Meeting were approved.
- IV. SECA Chair Designee Report**
- Cindy introduced Denise Reed. She is the new SECA Chair Designee.
 - Cindy would like for the new people to let her know next meeting what committee they would like to be on.
 - Melissa Fraase will let Cindy know for sure by the next meeting if she will take over the Technology Committee.
 - The SECA notice was in the January Retiree Newsletter. A possible suggestion was to put this out in the September newsletter instead of January. So far Cindy has received \$8,341 from the Retirees.
 - American Heart Association has sent in their letter of intent to join the SECA campaign. This will start in the 2014 campaign.
 - The next SECA Advisory Board meeting date for this year is April 2nd. This has been confirmed to take place in SERS Board Room from 10:00 a.m. thru 12:00 p.m.
- V. Committee Reports:**
- A. Finance –Jennifer Varner, Chair Members are: Rita Crim, Lesa Myers, John Kelker, United Way, Dave Selzer, Community Health Charities; Michelle Silver.
- In Jennifer's absence, Michelle Silver gave the committees report. Cindy wanted Michelle to know that she did a great job reporting for the Finance Committee.
 - Dave would like to increase the marketing budget item from \$2,000 to \$5,000. Cindy Dixon motioned to approve, Lori House seconded it.

- On-Line Giving line item was changed to \$0, a decrease of \$500. Susan Caimi motioned to approve, Melissa Fraase seconded it. Majority of the Board Members present approved, Laura Whetstone opposed.
- The Contingency Reserve is \$5,305 and the total budget proposal for FY2014 is \$58,355. Laura Whetstone motioned to approve with corrections, Lori House seconded it. All Board Members present approved.

B. Accountability & Review – Laura Whetstone, Chair

Members are: Lori House, Michelle Silver, Melisa Fraase, Dawn Blakeman, Regina Hendrix, America’s Charities; Alvin Starks, United Negro College Fund.

- Laura will be sending out the packets to Denise Reed, Charles Good and Judy Wyatt.

C. Marketing--Susan Caimi, Chair

Members are Jaclyn O’Day, Sally Petrone, Gail Hankins, Liz Kossik, Earth Share; Dave Selzer, Community Health Charities; Emily Rabin, United Way; Alvin Starks, United Negro College Fund; Corrine Zollars, Special Olympics.

- The theme for the 2013 campaign is “State Employees Care A Lot.”
- The Awards Ceremony has been pushed back to May. This will give us time to prepare and order the awards.
- The Committee has chosen Option 3 design to be on the books and fliers.
- Susan would like the Charities to come up with a Thank You letter from all of them to the ambassadors for the Awards Ceremony. Liz Kossik has volunteered to work on the letter.

D. Technology – Linda Moses, Chair Members are Laura Whetstone, Jaclyn O’Day, Cathy Miller, ICA; Rick Mesi, American Cancer Society; Tom DeCoursey, Global Impact.

- The Technology Committee has turned in their Mission Statement. Linda Moses motioned to approve, Lori House seconded it. All board members present approved the Mission Statement.
- Melissa Fraase will let Cindy know if she will be the new chair of this committee.

G. Charities

- Let employees know that the Charities are there to help them.

VI. Old Business: none

VII. New Business: none

VIII. Next Meeting Date: April 2, 2013

IX. Adjourned at 11:40 a.m.