



**State and University Employees Combined Appeal (SECA)  
Advisory Board Meeting Minutes from  
April 2, 2013**

- I. Call to Order**—10:25 a.m. by Denise Reed, SECA Chair Designee
- II. Attendees:** Denise Reed, Susan Caimi, Rita Crim, Melissa Fraase, Charles Good, Gail Hankins, Lori House, Lesa Myers, Sally Petrone, Michelle Silver, Jennifer Varner, Laura Whetstone.  
**Charities:** American Cancer Society, America's Charities, Black United Fund, Community Shares of IL, EarthShare of IL, Global Impact, Independent Charities of America, Special Olympics, United Negro College Fund, United Way of Central Illinois, United Way of Metropolitan Chicago.
- III. Approval of Minutes**  
MOTION: Gail Hankins made a motion to approve the minutes as amended from the March 5, 2013 meeting and Laura Whetstone seconded it. All board members present voted in favor. Minutes from the March 5, 2013 Board Meeting were approved.
- IV. SECA Chair Designee Report**
- Denise welcomed our new member Charles Gibbons.
  - Rita was welcomed back.
- V. Committee Reports:**
- A. Finance –Jennifer Varner, Chair Members are: Rita Crim, Michelle Silver, Lesa Myers, John Kelker, United Way, Dave Selzer, Community Health Charities.
- \$5,305 is the Contingency amount.
  - Needs to work on the Charity Assessments vote for \$20,000 to Charities. Lori House made a motion to assess the charities, Melisa Fraase seconded it. All board members present approved.
- B. Accountability & Review – Laura Whetstone, Chair  
Members are: Lori House, Michelle Silver, Melisa Fraase, Tim Blair, Dawn Blakeman, Charles Good, Charles Gibbons, Regina Hendrix, America's Charities; Alvin Starks, United Negro College Fund.
- Laura is sending out a packet to Charles Gibbons.
  - When Rita is done getting the numbers together, Laura will send it to the auditor.
  - Charles Good and Charles Gibbons joined the group.

- C. Marketing--Susan Caimi, Chair, Lori House, Assistant Chair  
Members are Sally Petrone, Gail Hankins, Melisa Fraase, Deborah Miller, Charles Gibbons, Aimee Pine, Liz Kossik, Earth Share; Dave Selzer, Community Health Charities; Emily Rabin, United Way; Alvin Starks, United Negro College Fund; Jann Honore, United Negro College Fund, Regina Hendrix, America's Charities, Tom DeCoursey, Global Impact, Corrine Zollars, Special Olympics, Renee Tabor, Global Impact.
- The Awards Ceremony has been scheduled for Thursday, May 16, 2013 at Lincoln Memorial Garden.
  - The Committee has chosen Option 3 design to be on the books and fliers.
  - All Ambassadors will receive a certificate.
  - 54 plaques have been ordered for the Awards Ceremony.
  - Next Marketing Committee meeting is scheduled for Tuesday, April 9 for 10:00 – 12:00 at the United Way office.
- D. Technology – Melisa Fraase, Chair Members are Laura Whetstone, Linda Moses, Cathy Miller, ICA; Calvin Cook, Black United Fund; Rick Mesi, American Cancer Society; Tom DeCoursey, Global Impact and Danny Wilson, United Way Metro.
- They are working on the Policies & Procedures document. A draft will be done by the next board meeting.
  - Requesting additional members join the Technology Committee.
- G. Charities
- Emily has found a person to do a video when they are ready to do the taping.
  - Regina would like to know if events could be better scheduled due to traveling. JCAR says they have to attend 2 events per year. The Board believes this is a reasonable accommodation.
  - American Cancer Society thanked Michelle Silver for all her hard work.

**VI. Old Business: none**

**VII. New Business: none**

**VIII. Next Meeting Date: June 4, 2013**

**IX. Adjourned at 11:00 a.m.**