



October 1, 2013

**I. Call to Order: 10:10 a.m.**

**II. Attendees:** Denise Reed, Susan Caimi, Michelle Silver, Jennifer Varner, Jennifer Staley (SRS), Charles Good (DNR), Lesa Myers –phone- (Comptroller), Benno Weisberg, Sally Petrone (Aging)

**Charities:** Katie Champion (phone) ACS, Janet Gow (Chicago ACS), Calli Pruner (in Chicago) and Susan Bramlet Lavin (phone) CSI, John O’Connell (phone) Earth share), Emily Maher-Rabin and John Kelker (United Way Central IL), Renee Tabor (phone) (Global Impact), Danny Wilson (United Way Metro Chicago), Calvin Cook, BUFI, Corinne Zollars (Special Olympics)

**III. Approval of Minutes**

The following changes were approved for the August 6, 2013 Advisory Board Meeting Minutes:

Lesla Myers was an attendee by phone.

Only 3 charities attended – Community Health Charities, Community Shares and United Way of Central Illinois

MOTION: Michelle Silver made a motion to approve the minutes with the changes from the October 1, 2013 meeting and Charles Good seconded it. All voted in favor. Minutes from the August 6, 2013 Board Meeting were approved.

**IV. SECA Chair Designee Report**

- Reminder – Ethics Training due October 25<sup>th</sup> and is required for all state employees serving on the Board.
- \$32,000.00 pledges and one time donations have been sent in so far. Ambassadors, please send in pledges weekly so they can be processed expeditiously.
- It was noted that AHA is soliciting signatures to become a standalone charity. It is also noted that the SECA Ambassadors’ role and focus is to solicit donations for participating charities. It is the charity’s role to produce the required signatures. There is language in JCAR regarding the solicitation by non-qualified organizations for signatures in “public access areas of an agency”. We need to put language in our policy to dissuade non-participating charities from contacting the Ambassadors to solicit signatures and from attending fairs on state properties. Denise will email all Ambassadors to inform them about checking to make sure a charity is a participating charity.
- Director Weems is leaving CMS as of Friday, October 4<sup>th</sup>. The new Director has not been announced.
- Scheduling of events that occur immediately after SECA is over is acceptable, but we cannot promote the event after Nov 1<sup>st</sup>.

**V. Committee Reports:**

- A. **Marketing:** Heart magnets are ordered and should be shipped by October 1<sup>st</sup> to Denise who will distribute them as pledges come in. Marketing Committee will meet in November to discuss leadership gifts and awards.
- B. **Technology:** Has not met and Denise will schedule a meeting to discuss ways the charities can help the SECA Campaign going forward.
- C. **Accountability and Review:** Regarding the complaint against BUFI, Laura was unable to attend. It was agreed that this should be wrapped up so we can move forward. Benno cited the rule from JCAR regarding the procedure for complaints (section 2650.50 Violation of Code of Campaign Conduct) and reported that no discipline was necessary. We will monitor the situation and revisit if necessary. Charles Good reported that he thought the proper procedure was followed and the response was appropriate. We should close the matter and move forward. Michelle thought there was some confusion on proper procedure. John Kelker suggested that the rules should be clarified and disseminated to the Board.

Regarding question as to whether Charities can be voting members. Benno reported that they are not voting members and this would not be a good idea. However, Denise should be counted for voting purposes whether she is in Springfield or in Chicago, this includes call-in – to meet quorum.

- D. **Finance:** Rita Crim resigned from the Board at the last Finance Committee meeting. We need to recruit members to the Finance Committee. Jennifer Varner distributed the financial report as of September 30, 2013.
- E. **Charities:** Calli would like to promote SECA by tracking events. Pictures can be taken of events in state facilities, just not pictures of state employees. If posted on social websites, tag the charity not the employees. We need a calendar of events posted on the website.

Renee reported that the presence in Chicago and Springfield will help the campaign.

Emily Rabin reported that all is well at UW.

**VI. Old Business:** None

**VII. New Business:** CMS basketball tournament is November 2<sup>nd</sup> in Chicago.

**VIII. Next Meeting Date: December 3, 2013**

**IX. Adjourn:** Jennifer Varner made the motion to adjourn, Charles Good seconded and SECA Advisory Board meeting adjourned at 11:32 a.m.