

July 31, 2018 SECA Advisory Board Meeting Notes as recorded by Susan Caimi  
Call to Order: 10:02 a.m.

**Attendees:** Tina Scott (CMS), Tom Dede (HFS), Susan Caimi (HFS), Sarah Wooley with Sarah an Intern (Comptroller's Office), Gail Hankins (SUCSS), Jennifer Hebel (LRU), Lenore Roth (Aging)

**Charities:** Lizzy Selzer (Community Health Charities), Thomas Jacks (EarthShare), Jennifer Watkins (America's Charities), John Kelker (United Way of Central IL), Linda Moses (Community Shares of IL), Jarid Brown (United Way of Central IL)

Meeting notes from the June 21, 2018 Board Meeting was approved by Gail Hankins and Tina Scott.

**SECA Chair Designee Report:**

Tina reported that most of today's meeting will be with the Ambassador Training Committee that Lenore will report on.

There has not been any movement in filling Tina's position at CMS. The current agreement between CMS and DoIT for Tina will go through the end of this year.

**Board Planning Committee:** No Report

**Campaign Committee:** No Report

**Federation Committee:**

Linda Moses reported there has not been a recent meeting but will set one up soon.

Lizzy reported that Rick Mesi is no longer with Community Health Charities. Lizzy is still the lead for SECA. We need to update the booklet.

**Marketing Committee:** The SECA paperweights will be delivered today and Susan will pick them up to pass out to each Ambassador. Image Marketing worked well with us for a last minute order. Tom has the invoice for the paper weights. There was an extra charge for the expedited two day shipping and they accidentally sent us 765 paperweights instead of 750 and we will keep the extra in hopes that we use all of them.

The letter openers for donor gifts can be ordered later. Tom needs the number of letter openers to order. Susan will send Tom the total number of donor gifts that were ordered last year.

The Honorary Chair will provide a letter. They were not able to get a video done.

**Finance Committee Report:** \$46,455.93 balance. Everything balances. There are a few outstanding transactions. Four Federations have not yet been deposited. There are five Liabilities to write checks for and he is waiting for one assessment and emailed them today.

**Technology Committee:**

Tom needs to update the website with Leadership Givers and add the Letter from Director Walker.

**Training Committee:** Lenore went through the agenda for the Ambassador Training and Award Ceremony.

High Lights from Lenore:

The menu is the same as last year with the same price. Nelson's is the caterer.

The Training Manuals were put together in Binders so that in future years only the changes need to be added which will save money.

Lenore sent out a special invitation to all of the award winners and asked if they would respond and let her know who from their agency was coming to accept the award. She got a great response.

Renee will give her speech on "Know Your Why".

We will break into groups consisting of small agencies, large agencies, universities and charities.

Questions and Answers and Door Prizes

Jennifer revised the pledge form slightly.

Tina, wanted to add in the years of service pins for Ambassadors.

Lenore suggested to reassign duties for committees as the Ambassador Training Committee has too many responsibilities.

Lenore asked that everyone be here tomorrow before 8:00 a.m.

Tina said Federations can set up today so they won't need to set up in the morning.

**Old Business: None**

**New Business: None**

**Next Board Meeting Date: October 2, 2018 at 10:00 a.m. at SRS**

Meeting adjourned at 10:34 a.m.