

**December 11th, 2019 SECA Advisory Board Meeting**  
**Notes as recorded by Purnell Borders**  
**Call to Order: 10:00am**

**Attendees**

**SECA Advisory Board Members:** Lauren Krupp, Jennifer Hebel, Michele Smith, Purnell Borders, Sara Wooley, Thomas Dede, Gail Hankins, Michelle Silver, Christina White, Brian Esela.

**Charity Federation Representatives:** Renee Crews, Karen Torges, Jarid Brown, Jennifer Watkins, Darren Blankenship.

The minutes for the October 9<sup>th</sup> SECA Advisory Board were moved for approval with the necessary corrections by Thomas Dede and seconded by Michelle Silver. The motion passed.

**SECA Executive Coordinator Report**

Lauren provided the SECA Committee Board Members with a copy of a report detailing the amount of money donated through on-line giving and paper donations as of December 11<sup>th</sup>, 2019. A copy will be emailed to Board Members who were unable to attend.

Lauren says that a survey will be sent out to all Ambassadors to get their feedback on the on-line giving system. This survey will be sent out the beginning of the new year. Karen Torges, Jennifer Hebel, and Gail Hankins volunteered to assist with this project.

A discussion was had about Ambassador Training. Smaller trainings were discussed to accommodate individuals who are not able to attend the larger training in July. Recording a training, having it available on-line, having a webinar or web ex was also discussed. It was suggested that this topic be turned over to the training committee for further discussion.

**Committee Reports**

**Finance Committee:** Copies of the financial report was emailed to all Board Members and handed out to all members who were in attendance.

**Federation Committee:** No report was given.

**Marketing committee:** Donor gifts will be mailed out by the end of December.

A discussion was had about how to market SECA better to State employees. Michele Smith says that she will put together an informational form about SECA to distribute to all State agencies to add to their new employee orientation packet.

**Ambassador Training Day Committee:** The 2020 Ambassador Day Training will be held on July 21<sup>st</sup>, 2020 at Memorial Medical Center for Living Innovation. July 20<sup>th</sup> will be the setup date.

The Chicago training if needed will be held one week prior.

A discussion was had about ways to motivate Ambassadors. A lot of good ideas were mentioned but nothing has been implemented at this time.

**Old Business:** A discussion was had about possibly updating the SECA website. It was requested that Board Members review the website and give feedback on possible changes or updates.

Linda Moses sent a thank you note to Board Members thanking them for the retirement gift.

**New Business:** The starting and ending date for the 2020 SECA campaign was discussed. A question was raised as to whether SECA can be ran through election day. That question will be researched and once answered the start and end dates will be determined.

With no other business, a motion to adjourn was made by Lauren Krupp and seconded by Gail Hankins.

Meeting adjourned at 11:30am.

The next SECA Advisory Board Meeting will be held Thursday March 5<sup>th</sup> at 10:00am.