



SECC Steering Committee Minutes
Michigan Association of United Ways
July 13, 2011

Steering Committee Members:

Tim McCormick (DTMB), Rosemary Anzicek (Civil Service Commission), Harry Hunter (OSE), Lisa Moye, (DTMB)

SECC Staff:

Nicole Literacki (MAUW), Heather Travis (MAUW)

Others:

Dea Talmage (United Way of Jackson), Kari Oberdank (Civil Service Commission), John McClain (Black United Fund), Nichole Waters (CAUW)

Approval of Minutes

A MOTION WAS MADE TO APPROVE THE JUNE 8, 2011 MINUTES. IT WAS MOVED BY ROSEMARY ANZIVEK AND SUPPORTED BY LISA MOYE. CARRIED.

Budget and Finance Report

A MOTION WAS MADE TO APPROVE THE 2011/2012 Budget in the amount of \$112,616. IT WAS MOVED BY LISA MOYE. APPROVAL BY CONSENSUS.

Budget amounts for line 410 and 420 will change based on a finalized MOU between MAUW and the State. Approximate LCOA total for 2011/2012 is \$47,910.

June budget will be presented in August with finalized numbers as of June 30.

Fiscal Agent Report

Harry Hunter is still working with the Office of the State Employer to determine Labor representation for the SECC Steering Committee.

Nicole inquired about the hard copy documentation stored in the MAUW basement as the pending MAUW move to another location approaches. Steering Committee asked MAUW to use its document retention policy and/or use 5 years plus present year for keeping campaign application and historical hard copy materials.

Marketing and Training Report

Trainings will be held on the following dates:

- August 16, 2011 – Eastern Upper Peninsula
- August 24, 2011 – Detroit (6019 employees in Wayne)
- August 31, 2011 – Lansing (Capital Commons)

50% Department Coordinators have been confirmed. Need letter from Jeremy to ask for additional Coordinators.

Detroit Kickoff – September 13, 2011

Visioning/Development

- Deirdre Asnis from Truist will call in and present at August meeting.
- Tradition of Giving Retiree Campaign – July 15 – August 15. Over 8,000 state employee retirees received a campaign brochure.
- SECC website now has online giving through PayPal. Just click 'Donate Now' on the homepage. A new custom form is being created to include all charities approved for this year's campaign and to provide the option to be able to give to multiple charities.
- Frog Productions will be moving the SECC website from FrontPage to a Content Management System (CMS) in mid-August. Frog Productions will also host our server off site for greater security. The SECC website will undergo a new look and feel that will be more visually appealing and easier to navigate.

Upcoming Activities/Projects

Lisa concerned about Memorandum of Understanding and Request for Proposal. It was proposed and agreed upon that there be created an extension of MOU between MAUW and the State of Michigan to be dated July 15, 2011-January 15, 2012 and then a new RFP process will be timed so that the Fiscal agent will be ready to go for the beginning of the calendar year 2012. Tim will work with Nicole to finalize Clerical and Professional support numbers for the 6 month MOU and send to MAUW for Scott Dzurka review and signature.

Future Meeting Dates

August 10, 2011 at 10:00 a.m.