

**United Way of Pierce County
Board of Directors**

**Jamey McCormick, Presiding
Minutes**

October 24, 2014
7:30 – 9am

Boys & Girls Clubs of South Puget Sound
3875 S. 66th St. E, Tacoma

Elizabeth Bailey	Gerald Denman	Jamey McCormick	Kent Roberts	Debi Young
Silvia Barajas	Amy Eveskcige	Rick Meeder	Brenda Rogers	
Bill Berry	David Graybill	Marilyn Mullenax E	Patty Rose	
Tonya Burnett	Tim Holmes	Linda Nguyen	Carla Santorno	
Sebrina Chambers	Rod Koon	Jennifer Nino	Kristen Sawin	
JoAnne Coy	Matt Levi	Dirk Rabdau	Jeffrey Vernor	

UWPC Staff: Dona Ponepinto, Pete Grignon, Sean Armentrout, Jay Thomas, Heidi Hansen
Guest: Helen Myrick, Mark Starnes

Call to Order/Welcome

Jamey called the meeting to order at 7:30am

Approve Minutes from September 26, 2014

M/S/C

Mission Moment -2-1-1

Jamey introduced Mark Starnes, CEO of the Boys and Girls Club of South Puget Sound. Mark gave a report regarding the Boys and Girls Club activities. He thanked UWPC for all our support and the Board for coming to his agency for this meeting.

President's Report

- Altruist Partners – Has been working hard interviewing Board and staff. Working with the RD and Impact team on our business plan. A business plan draft should be done at the end of November.
- **Labor relationship** – Dona and Pete met with Patty to talk about UWPCs support of the Labor Community Services work. UWPC has supported Labor since 1941, and had established MOUs and consistently funded them over the years. Originally the Labor Liaison was housed at UW and then several years ago the position moved out of our offices. During the last funding cycle they were told that they needed to apply through the investment cycle to be considered for funding. They did not get funded. Labor should not be mixed in with the funding process. Labor has always been a strong supporter of UWPC. A new MOU is being worked on and we will allocate \$20,000 from the operations budget, we have money. This will be added as a line item for future years.
- **Employees Community fund of Boeing Puget Sound** – This year we will get \$564,354, down about \$150K from last year. We will need to come up with strategies to close that gap. We will need the board to get us there.
- **Budget Process** - Management has been working on the 2015 Budget. For 2014 we budgeted for a \$600K deficit and heading into 2015 will be close to a break even budget due to significant cost savings and not replacing staff.
- **Foundation News** – Dona is meeting with the Bezos Foundation and the Gates Foundation in the coming weeks.
- **State Farm** – Dona and Sean will be meeting with Carolyn Lee who is one of the Sr. Vice Presidents. They do not do campaigns, everything they do is electronic.

- **Can Do – Dream Team** – A clipboard was passed around with name of influential people and asked the Board to let us if they could help us connect with them or if they had any names to add to the list.
- **GIK** - We are going over \$1M for the seventh year in a row! Phyllis is doing a great job.
- **Day of Caring** - We got some of our green walls painted with the UW colors, it looks great and we want to do more.
- **UWPC internal Campaign** – 100% participation, fewer staff but more money, \$30,000. Eight leadership and one Tocqueville donors.
- **LE Celebration** – Will be held on December 3rd at the point Defiance Pagoda. Please save the date and an invite will be sent out soon.
- **Organizational Alignment** – Staff have completed their work plans. This will help to see what training and additional staff is needed.

Finance Update

Collections on pledges in the door are 73.20%, which is within the normal range. Departmental Expenditures are under by \$268,000. Salary and benefit line items are real savings of \$190,000 and estimating other real savings of \$30,000. The endowment is approaching \$3.5M compared to \$2.9M last year.

One of our HVAC compressors broke, it will cost approximately \$55,000 to replace. This may affect our payment to the Boys and Girls Clubs Hope Center in 2015.

Updates:

The City's proposal for UWPC to relocate to Hilltop, is not an option at this time. We may still look at selling the parking lot. **This information is confidential and should not be shared.**

Key Person Life Insurance - \$250,000 coverage (\$412 annual) The Finance Committee approved this insurance on Dona. **M/S/C**

2015 Advocacy Agenda Update

Patty Rose presented the draft UWPC 2015 Advocacy Agenda, as prepared by the Advocacy Committee. The agenda has the same issues as last year, with a few refinements.

1. Ensure a Strong Start for Kids

Ask: Continued investments in quality early learning programs are necessary particularly in increased access to ECEAP, quality child care/Early Achievers, home visiting, and expansion of WaKIDS.

2. Ensure Early Grade Success

Ask: Implement breakfast after the bell for high poverty K-12 schools in Washington State.

3. Build Strong Families/Basic Needs and Supportive Services

Ask: Continued investment for WIN 2-1-1.

Ask: Sustain and possibly increase the State Housing Trust Fund; Housing and Essential Services (HEN) funding; and Temporary Assistance for Needy Families (TANF).

4. Capital Improvement

Ask: \$350,000 capital budget request via Representative Jake Fey to help pay the costs of the build out of the first urban children's park in Tacoma.

After discussion, a motion was made to approve the "Legislative Agenda". **M/S/C**

Governance Committee

Linda presented the draft bylaws that the Governance Committee has worked on over the past year – this includes some significant changes. The Executive Committee approved the recommended changes at their meeting last week. Copies of both the draft and current approved bylaws were sent out earlier for review. Linda reviewed the key changes, and then opened the meeting up to questions. After discussion and a few minor edits the Board voted on the bylaws. **M/S/C**

- **Article II** – Our Mission statements have been added.
- **Article IV, Section 3** – minimum of 40% of elected Board member shall constitute a quorum.
- **Article V, Section 1** – Board size shall be no less than 20 and no more than 30 members.
- **Article V, Section 3** – Board member serve a 3-year term with the possibility of extending service to a second 3-year term. No Board member may serve more than 6 consecutive years unless he/she is in a leadership position as a member of the Executive Committee. Board members may be invited to come back on the board after a 1 year absence at the end of their 6 consecutive years on the Board. Also, board members that term out could be asked to come back after a year off the board. For this transition current board members, who have already served 6 consecutive years or more will be grandfathered in and will be able to serve an additional 3-year term. **(Not to be listed in the bylaws, this a temporary situation)**
- **Article, VI, Section 2** – both the Board Chair and Vice-Chair may serve 2- year terms. The Secretary and Treasurer shall serve 1-year terms.
- **Article VII, Section 1** – The Executive Committee shall consist of the Officers, immediate past chair of the Board and additional members as nominated by the Chair, not to exceed 10 members.
- **Article VII, Section 1-7** – Standing committees shall be: Executive, Governance and Finance. Key committees are: Campaign Cabinet, Community Impact Cabinet (formerly Community Solutions Fund), and the Marketing Committee. Other committees are noted on a separate document (Committee Structure) that will become part of the board policies.
- **Article VII, Section 1** – the Executive Committee shall meet no less than 4 times yearly.
- **Article VIII, Section 1** – Surety Bonds. This section will be researched to assure we are in compliance and that this is a required section.
- **Article VIII, Section 3** – Seal. This section shall be removed, we do use or have a corporate seal.

Additional documents reviewed:

- Position Description and Responsibilities for members of the Board of Directors
 - All agreed the changes to this document are much better
- Committee Structure
 - Personnel committee does not need to be in the bylaws as a standing committee.

The Governance and Executive Committees recommended that the Board move to bi-monthly meetings beginning January 2015. The Executive Committee shall continue to meet on a monthly basis. There was discussion on changing to bi-monthly Board meeting and extending them to two hours. It's even more important to attend all meetings. We may have to experiment with the agenda and time. The Board will have to stay informed and come to meeting prepared. Committee work becomes very important.

Board Goals Update

Jamey briefly reviewed the updated Board Goals and asked the Board to review them and they will discuss again at a later meeting.

Grow Revenue

Ensure that UWPC meets the 2015 campaign goal to raise an additional \$1M

- Every Board member is a Leadership donor
- All Board members participate in at least Call to Action activities (minimum 5 per year)
 - Thank you calls
 - New business outreach
 - Speak at events
 - CEO calls
 - Cultivate new business
 - Identify candidates for Emerging Philanthropist Program/Women’s Leadership

Grow Individual Engagement and Participation

Increase Participation and feedback

- Board attendance - 75%
- Committee membership – 100%
- Related event participation – 4
- Financial contribution – 100%
- 100% of Board complete an annual assessment
- Participate in opportunities to educate and advocate on behalf children and families

All board members create individuals plans for engagement

- Action plans and benchmarks created

Build and Cultivate Relationships

- 100% Board representation at events (at least a representative)
- 100% of Board attends UWPC community events (beyond affinity groups)
- Board members facilitation / support affinity groups within their company
- Host an event
 - Leadership
 - Lunch and learn for WLC/EPP
- Provide 3-5 personal contacts

Announcements

November: No Board meeting due to Thanksgiving. Executive meeting will be held on the 19th.

December: No Executive meeting, the Board meeting (Budget Session) will be held in the afternoon with a holiday reception immediatly following, location to be determined.

Meeting was adjourned at 9:00am. Interested members had a tour of the Boys and Girls Club.