

**August 25th, 2021 SECA Advisory Board Meeting
Notes as recorded by Purnell Borders.
Call to Order: 10:00am**

Attendees

SECA Advisory Board Members

Purnell Borders, Sara Wooley, Thomas Dede, Carolyn Fields, Aimee Mansfield, Amy Evans, Michele Smith, Jennifer Hebel, Vickey Longstaff.

Charity Federation Representatives

Jarid Brown, Kim Donahue, Jackie Ruggles, John Kelker, Diego Orphin, Deanna Neiers, Andrew Jagorda.

Approval of minutes

Minutes for the July 21st. SECA Board meeting were moved for approval and the motion was passed.

Training Committee Report

Ambassador training was held on August 3rd at the Springfield Sangamo club. A total of 63 Ambassador's and others attended the event.

Board Planning Committee

JKAR rules were discussed at the last Board Planning Committee and more info will follow.

Campaign Committee

No new information to report.

Federation Committee

The Federation Committee's Lunch and Learn Virtual event will be September 28th at 12:00pm and will be hosted on Web Ex. The following Charities will be in attendance:

Community Shares, Earth Shares, United Negro College Fund, Global Impact, United Way, Americas Charity, Black United Fund, Special Olympics, and Creating Healthier Communities.

The event will be recorded and posted on the website for those who are unable to attend. A practice session will be held on September 23rd.

Finance Committee

The Financial Report was sent out to Committee Members through email.

A \$2.00 service charge was assessed to the SECA banking account. This matter is currently being investigated. The charge has been reversed but this is temporary pending more investigations. Tom says that the charge may be a sur charge for the paper statements that we receive, and we may have to change to a different type of account. More info to follow.

The account signature authority has been updated. The following Board Members currently have signature authority:

Thomas Dede
Jennifer Hebel
Purnell Borders
Sara Wooley
Amy Evans

The Finance Committee discussed/finalized the rules on how SECA will make payments in the future. That info is below:

Debit Card: \$1,500 dollar per day limit. All payments must be pre-approved and in the budget.

Online Bill Pay: Must have approval of the SECA Executive Coordinator.

Check: Must have 2 signatures of the Board Members with signature authority.

Marketing Committee

The Marketing Committee met and discussed incentive giveaways. More info will follow.

Comptrollers Report

The new SECA website is 95% complete and should be ready to go live before the start of this year's SECA Campaign.

The new SECA Charity book should be completed and mailed out to Ambassadors along with posters and pledge forms the week of September 13th.

With no further business, a motion was made a to adjourn. The meeting was adjourned at 10:19am.

The next SECA Advisory Board Meeting will be held Wednesday September 15th at 10:00am.