

**3355King County Combined Fund Drive  
Steering Committee Minutes**

Tuesday, July 12, 2016 – Boardroom  
9:00 a.m. – 10:30 a.m.

In Attendance: Alex Stone (Summit Assistance Dogs), Mike Morris (DSHS), Philip Kerrigan (CFD), Julian Yaeger (UWKC), and Jolyn Mason (UWCFD)

**Welcome**

**Action Items Review:**

- We still need additional committee members! We don't have anyone signed up for procurement.  
-We are still recruiting new members, but Jolyn is handling procurement right now.

**Outreach & Learning**

- Every Monday Matters
  - Philip facilitated a small group discussion of the Every Monday Matters Program. Highlighted were the giving themes, Matter-grams and telling a co-worker or charity about why they matter. We are excited to introduce more heart and soul into the CFD program.
  - Jolyn will forward EMM emails to the committee.
  - Philip will send the monthly charity themes to the committee.

**Budget**

**Subcommittee Reports**

- *Training, Recognition, Agency Fairs, Procurement*  
Training: This year's training curriculum is almost complete.  
Recognition: We are partnering with King County Employee giving for agency fairs this year.  
Agency Fairs: No Change  
Procurement: Jolyn is preparing to send out the solicitation letters.

**State Report**

- *Marketing, Development, Volunteer Outreach & Overall News*
  - Marketing: The materials are starting to come in and should be available for pick up at training if the coordinators order in advance.
  - Outreach: Trainings start in August
  - Overall News:
    - Masquerade Ball in Spokane on 9/29 and in Olympia on in October
    - There are 2 Tacoma Rainiers games that are CFD fundraisers, lots of golf tourneys are coming up
    - The Twinstar Seahawks tickets are back
    - There is a Blue Friday Give 12 challenge this year too.

**Other**

- Per Mike's request, Philip will check on conferencing services available to our committee.

**Member check in**

Alex: Summit has 4 new puppies and Frasier is enjoying his retirement

Julian: Going to Florida on a family Trip

Philip: Nothing to report

Jolyn: Just got back from Lake Chelan

Mike: Not retired – yet. Planning a vacation. Appointment extended thru 9/30.