

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

White Center CSO of DSHS.
9650 15th Ave SW Seattle WA 98106
Tuesday, June 4, 2013
9:00 a.m. – 11:00 a.m.

In Attendance: Mike Morris (Committee Chair, DSHS), Miriam Castro (UWCFD Staff), Kerri Everly (UWCFD Staff), Diane Campbell, (Office of the Attorney General), Brienne Kegley (UW Patient Financial Services), and Alex Stone (Summit Assistance Dogs and PROVAIL).

Welcome – New Members: The committee welcomed new member Curtis Bronson from the Washington State Department of Transportation, Alaskan Way Viaduct Replacement Program. Welcome Curtis!

Review Minutes/Action Items:

Philip will work with Kerri on creating flyers for use to promote the kick-off events.

The committee was asked to assist in procuring items for the campaign. Miriam will email the committee members a form letter and receipt to use. Please procure at least one item and send/ give to Miriam or Kerri by the September 3, 2013 committee meeting.

Miriam agreed to help draft a charity education letter for the state to use when communicating with charities that become a CFD member charity.

Phillip will be looking for another contact at Willamette Dental and Liberty Mutual (for King County).

Kerri will research the cost of the Glassybaby venue for the 2014 recognition event.

Action Items Completed (prior month):

The day after the May 21 Leadership Breakfast, the state CFD website will change to reflect the new color scheme.

Kerri will email the committee the tote bag color options for committee vote.

Philip will email the committee and UW events committee the official Leadership Breakfast invitation.

Action Items: The committee reviewed the action items, noting those that were still outstanding.

Training: Miriam reports that the training committee has had several meetings. The subcommittee will be ready to show the committee the material at the July 2 meeting. Will plan for a complete run through at the August 6, meeting.

Procurement: The committee was asked to assist in procuring items for the campaign. Miriam will email the committee members a form letter and receipt to use for procurement. Items can

be bottles of wine, gift cards, or experiences such as museum passes, etc. Items will be used in the silent auction or as drawing prizes for King Co. coordinators. Please procure at least one item and send/ give to Miriam or Kerri by the September 3, 2013 committee meeting.

Unfortunately our long time sponsor Willamette Dental will not be able to sponsor our campaign this year. There have been changes within the organization and we no longer have a contact there. Philip will be assisting the committee in researching other potential sponsors.

Budget:

With the remaining \$1,000 in the budget, Kerri has purchased some of the supplies needed for training as well as the vinyl pop-up banner. Other items purchased were the coordinator gift bags. The blue on blue bag was the winning color scheme.

State Report:

The state office staff is conducting campaign leader training and has sent the following report in their absence:

Marketing Report:

- Printed campaign items are in final stages of development and will be sent to the Communications Department for approval by June 21
- In the midst of ordering the pop-up banners and volunteer bags for the King County CFD

Volunteer & Outreach:

- Campaign Leader Training is now commencing. King County Campaign Leader training is Wednesday, June 5, 2013
- Working with other counties to begin making appointments for other Local Coordinator trainings

Development Report:

- WSECU has agreed to a \$7,000 sponsorship deal
- Twinstar Credit Union has agreed to a \$5,000 sponsorship deal
- UW Medicine has not agreed to anything YET (I'm still confident they will)
- Phillip will be looking for another contact at Willamette Dental and Liberty Mutual (for King County)

Overall Campaign Report & Updates:

- Leadership Breakfast was on May 21

Leadership Breakfast Recap:

Mike, Miriam, Kerri, Leslie, Elizabeth and Sherri Huber (from the UWCFD Events Committee), attended the Leadership Breakfast in Olympia. We thought that the program was a vast improvement over last year. We found the speakers inspirational and liked the presentation that Philip made where he broke down, to the dollar, the impact, last year's donations made on a charitable organization.

Campaign Leader Training:

Miriam and Kerri will attend King County Campaign Leader training tomorrow, June 5, 2013 and will report at the next meeting.

Recognition Event:

Kerri has been playing phone tag with the contact at Glassy Baby, will report findings at the next committee meeting. She also shared an update on using Chef Kerri White from Elliot Bay Brewing Company. While Chef White would be able to cater the meal at a reasonable price, she does not normally do catering and wouldn't have the linens, serving ware or severing staff. Having to get all those things on our own could get expensive for the committee. We will be looking elsewhere for alternatives. The committee suggested researching the following: community centers, Golden Gardens, West Seattle Indian Cultural Center, possibly a boat cruise, and the Eagles facility in Ballard. If the committee has suggestions on caterers and venues please email Kerri with ideas.

Curtis suggested his, soon to be daughter-in-law, as a potential speaker for future events. She works with the Rainier Therapeutic Riding Center. Her group works with returning military who are suffering from PTSD. Her program is being modeled all over the nation.

Next Meeting: July 2, 2013 9:00 a.m. – 11:00 a.m.