

## UNITED WAY MEETING NOTES

January 10, 2012

### ATTENDEES:

Jo Thornton  
Amanda Goble  
Sue Niessner  
Susan Johnson  
Michelle Anderson  
Sean Moeller  
Barb Edwards

### NEXT MEETING:

The next United Way meeting will be held on February 7<sup>th</sup> in 114 Sparks from 10:00 to 11:00. Beginning in March we will return to our normal schedule of the first Tuesday of each month from 9:00 to 10:00 in 114 Sparks.

### FLOWER SALE:

Barb Edwards has contacted Woodrings concerning the Flower Sale fundraiser. Last year we sold:

|             |                  |
|-------------|------------------|
| Roses:      | ½ dozen for \$15 |
|             | 1 dozen for \$25 |
| Carnations: | ½ dozen for \$8  |
|             | single for \$1   |

The committee agreed to *not* sell single carnations this year.

Barb will verify pricing, profit, minimum orders and delivery with Woodrings. Once these issues are resolved, Barb will update the order forms and flyers. Barb will also take responsibility for collecting the money from the sale.

***Update: Barb confirmed with Stephanie at Woodrings that the pricing from last year is fine and that a February 9<sup>th</sup> deadline for sales will work for delivery on February 14<sup>th</sup>.***

Jo Thornton will send an email to AA's to solicit people in each department to sell the flowers.

### NEW MEMBERS:

Committee was encouraged to invite others to join our United Way Committee. Sean indicated that although our time for the United Way meetings cannot be listed for our professional development, it is an important item to list on our SRDP. Sean will also extend that invitation at the next AA meeting.

## **UNITED WAY WEBPAGE:**

Committee discussed updating the webpage with pictures and text from our raffle in December. Barb Edwards has setup the Liberal Arts United Way Facebook page as well. Jo Thornton will contact Heather Harter to get the pictures from the raffle drawing.

## **LA TIMES:**

Jo Thornton will contact Katy Heltman to see if we can put an article in the LA Times issue about the results of our raffle.

***Update: Emily Gallagher will be taking over the LA Times duties and they would be glad to include our raffle information and any updates throughout the year.***

## **FUNDRAISERS:**

The committee discussed alternate ideas for fundraisers this year. Michelle Anderson asked if we would be able to direct donations from fundraisers to a specific organization within United Way's list of organizations. Sue Niessner will contact United Way to find out this answer.

***Update: Sue Niessner received the following response: "We CANNOT designate special event funds. The book keeping for audit becomes much too complicated . . . there's no way to appropriately track and document cash receipts from multiple people that have been bundled into one event."***

Once-a-month lunch (salads/sandwiches). Susan Johnson will contact Brothers Pizza and Jo Thornton will check with Home Delivery.

Sheetz Coupon Books – Amanda Goble offered to get information on this fundraiser.

Clem's – Sean Moeller offered to get information on this fundraiser.

Traveling Sandwich Truck – Barb Edwards will get information on this fundraiser.