

United Way of Whatcom County  
Board of Directors Meeting  
January 23, 2025 – 3:00pm

**Consent Agenda**

The following are the items determined to be appropriate Consent Agenda items. As a refresher, Consent Agenda items are routine, standard, non-controversial and/or self-explanatory items that should not need discussion during the Board meeting.

Should you have any questions about these items please contact Natalie Boatman, Board Chair, **before** the Board meeting. If, after receiving the explanation, you feel that an item needs more discussion, please remember that any item can be pulled off the Consent Agenda for discussion by any Board member for any reason.

Consent Agenda Items:

1. October 24, 2024 Board of Directors Meeting Minutes
  - Action: Approve the October 2024 Minutes as attached.
2. MEMO New Board Member Election
  - Action: Accept the November 22, 2024 E-Vote memo into the record as attached.

United Way of Whatcom County  
**Board of Directors Meeting**  
Whatcom Center for Philanthropy  
October 24, 2024 – 3:00 PM

**DRAFT – Meeting Minutes**

Board Attendees:

John Ayre, Natalie Boatman, Heather Dyer, Lisa Lindsey, Doug Montgomery, Jason Sears

Other Attendees:

Kristi Birkeland, Patricia Boyce, Denise Kilcline, Rebecca Ricks, Mike Weinstein

Not Present:

Leah Bosman, Adrienne Czebator, LaVonne Olsen

1. Welcome and Call to Order

Natalie Boatman, Board Chair, welcomed everyone and called the meeting to order at 3:01 PM.

2. ALICE @ Work

Cary Dawson and Michelle Roers joined the meeting via video call to introduce ALICE@Work, a program United Way of Whatcom County (UWWC) staff are interested in bringing to Whatcom County that is designed to help “businesses implement policies that enhance workforce success and sustainability. Partnering with local United Ways and forward-thinking companies, we help employers build strategies to reduce turnover, increase retention and boost engagement”.

The presentation was recorded and will be sent out after the meeting.

Dawson and Roers left the meeting at 3:40 PM

3. FY2024 Audit Report Presentation

The FY2024 Audited Financial Statements were presented to the Finance Committee on October 17, 2024, by Matt Smith from Greenwood Ohlund, UWWC’s new audit firm. Jason Sears, the Finance Chair, shared the highlights from the presentation with the Board. Greenwood Ohlund issued a “clean” opinion for the audit. The audit firm did not identify any concerns that would necessitate a Management Letter to be issued. The Committee did not have additional questions regarding the audit report.

Greenwood Ohlund has a separate procedure for the IRS Form 990 and an extension will be filed to complete the process.

**MSA: Sears/Boatman: Approve Fiscal Year 2024 Audit Report as presented. Motion passed.**

Doug Montgomery joined the meeting at 3:56 PM.

4. 2024-25 Campaign Update

4 of the Top 5 supportive workplaces have completed or are in the middle of their workplace campaigns. UWWC staff is excited by all the activities and events all around Whatcom County. UWWC staff shared that two companies that conducted workplace asks in the past are no longer doing campaigns.

The kickoff breakfast event at the Silver Reef was well attended and was a positive launch for the fundraising season.

United Way’s brand refresh also took place this week and UWWC staff are excited by the vibrant look and positive message.

5. Fund Development Committee Update

A Dolly Parton themed pint night at Aslan Depot on State Street will take place on Thursday, November 21<sup>st</sup> from 6:00 – 8:00 PM. \$1 from each pint will be donated to UWWC.

UWWC will also be the beneficiary of Kulshan Brewing's Holiday Makers Market on Saturday, December 14<sup>th</sup> at K2 from 4:00 – 8:00 PM.

The Fund Development is working on a few other fun events that will be announced soon.

6. Consent Agenda

Boatman confirmed all in attendance reviewed the Consent Agenda. No corrections offered.

**MSA: Boatman/Ayre: Approve the October 2024 Consent Agenda as presented. Motion passed.**

7. Other Business

Boatman informed the Board that Leah Boseman submitted her resignation from the Board of Directors due to time constraints.

A new 5-year lease agreement has been signed and will continue the same 3% annual increase structure as the previous agreement.

Birkeland informed the Board that she voted in support of the United Way Worldwide vote to increase annual membership dues from 1% to 1.5%.

A reminder to complete the United Way Worldwide DEI Module 1 before the end of 2024 will be sent out with relevant information and links.

The next board meeting will be on January 23, 2025, from 3:00 PM – 4:30 PM in-person at the Whatcom Center for Philanthropy.

No other business was presented for discussion.

Boatman adjourned the meeting at 4:13 PM.

UWWC staff left the meeting, and the Board entered an executive session.

**MEMORANDUM**

**TO:** Board of Directors  
**FROM:** United Way of Whatcom County Staff  
**DATE:** November 22, 2024  
**SUBJECT:** New Board Member Election

**PROPOSED ACTION: United Way of Whatcom County Staff recommends the election of Spencer Palmer as a new board member.**

United Way of Whatcom County staff is recommending Spencer Palmer for election to the United Way of Whatcom County Board of Directors to serve a term from December 2024 to December 2030 (2 three-year terms).

Staff have met with Spencer to discuss United Way of Whatcom County’s Mission and Vision Statements as well as the Board Responsibilities Expectations and his nomination was put forward to the Executive Committee during the November 2024 meeting.

The Executive Committee endorsed the nomination to be presented to the Board for an e-vote.

The Board Candidate Nomination Form and the Board Membership Questionnaire for each candidate are included.

**Approved through E-Vote 11/26/24.**



## UWWC BOARD CANDIDATE NOMINATION FORM

1. Your name: Kristi Birkeland

2. Recommended Candidate

**Name** Spencer Palmer

**Title** President

**Organization** PowerTek Electric

**Email** SPalmer@powertek.net

**Phone** 360.319.1380

3. Why do you think this person would be a good fit for our board?

Spencer has been a longtime United Way donor and champion both personally and through his company, PowerTek Electric. He believes in the power of the work we do and is always happy to share information about United Way with others. Spencer has led the workplace giving efforts at PowerTek for many years and participates in United Way campaign activities at the refineries where he has employees, including Whatcom and Skagit County. For the Palmers, United Way is a family affair, with several individuals supporting and advocating for our work in a variety of ways.

4. Have you spoken with the candidate about serving on the UWWC Board?  
If yes, what questions/considerations should we know about?

Yes, I've spoken with Spencer and he is eager to serve. There are no specific questions or concerns.



## **United Way Board Membership Questionnaire**

### **Why are you interested in joining our Board?**

*The involvement I have had over the past 20+ years as a donor, workplace coordinator and sponsor have given me plenty of exposure to know that this is a cause I value deeply. I am interested in expanding my ability to assist United Way in its mission.*

### **What inspires you about United Way's work?**

*Over the years I have watched United Way of Whatcom County tailor its approach to the needs of the community. I feel the move toward focusing on helping individuals/families enter or secure a stable place in society though income and equity creates a lasting impact for the people affected as well as the community as a whole.*

### **Do you have experience on other Boards, with events, and/or in fundraising?**

*Vice president of Cherry Point REACHOut.*

### **Please add a brief professional bio**

*I am the president/owner of PowerTek Electric Inc., an industrial electrical contracting company servicing Whatcom and Skagit counties since 2000. We Typically employ between 50 and 200 people in Whatcom County. I earned a B.S. in Electrical Engineering from the University of Washington in 2003 and have worked in Whatcom County ever since.*

### **Anything else you'd like to share?**

*I grew up in Whatcom County and decided to stay here to raise my own family. I care deeply and feel very invested in the community and look forward to continuing to support United Way of Whatcom County any way I can.*

**Thank you for your consideration!**