

United Way:  
Weekly Meeting Agenda

**Agenda**

1. Provide campaign update – now over \$112k and includes rollover donations; communications to those with 2023 not eligible for rollover (i.e., bill me or credit card donations).
2. Promote hybrid/in-person events
  - a. **Food Truck Day – THIS WEEK ON THURSDAY - Mark your calendars for a food truck extravaganza happening on campus on February 29 between 11 a.m. and 2 p.m.**
    - i. **Flyer:** <https://www.cmu.edu/hr/assets/united-way/food-truck.pdf>
  - b. **Sarris Candy sales** – Satisfy your sweet tooth by purchasing candy online or via in-person sales hosted by United Way Team Captains.
    - i. Easter candy is available on the Sarris website
  - c. **Jersey Mike's Day** - [Jersey Mike's in Bloomfield](#) will have a CMU day on Wednesday, March 13 on call-in, online, delivery, DoorDash, etc. Just tell them you are with CMU when checking out (either in-person or in the comments section of online/delivery orders). We receive 40% of CMU sales as a donation!
    - i. Flyer: <https://www.cmu.edu/hr/assets/united-way/jersey-mikes.pdf>
3. Promote virtual events (events page: <https://www.cmu.edu/hr/united-way/events.html>):
  - a. **Weekly Step Challenge** – Compete with colleagues across campus during our inaugural step challenge. Steps are entered each Friday during the campaign and reflect the weekly steps only (i.e., steps are not cumulative). Weekly winners receive a prize.
    - i. Jump up from 12 from 3 for Week 2
    - ii. Second weekly winner notified
  - b. **Trivia Contests on March 20** - Test your mettle with colleagues/teams from across campus during these virtual trivia contests. The theme for both is general knowledge.
4. Campaign Communications
  - a. Thurs 2/8 Piper pre-launch announcement - COMPLETE
  - b. Fri 2/16 President's launch email - COMPLETE
  - c. Thurs 2/22 Piper mid-campaign reminder - COMPLETE
  - d. Mon 2/26 Co-chair email #1 - COMPLETE
  - e. Wed 3/6 Co-chair email #2
  - f. Thurs 3/14 Piper final reminder
  - g. Tues 3/19 Co-chair email #3