

Milton News in Brief: A Look Back

This is the 452nd and last edition of Milton News in Brief (MNIB), and with its end, so ends this weekly publication that has been part of the fabric of the Seattle Bank. Produced by Corporate Relations, MNIB has been a reliable and informative newsletter that has provided an outlet for important employee announcements and employee contributions to the content of the newsletter.

MNIB was started by Seattle Bank Director of Corporate Relations [Connie Waks](#), in May of 2006. According to Connie, she felt the need to start MNIB in order to provide bank staff with a single, regular source of information about bank happenings. In addition, she felt it necessary to reduce the number of bank-wide emails sent out by the Corporate Relations department—and others—on a range of topics, including invoicing, benefits, IT, and training. MNIB made it possible to consolidate a lot of information into one place and include links to further details on [Milton](#).

However, over the years, MNIB has become much more than just an internal newsletter: It allowed staff to get a glimpse into different aspects of the bank, providing updates on a range of topics, from our strategic business goals and member activities and happenings in our district, to accounting process updates and window washing schedules—and *everything* in between. It was in MNIB that readers could learn about the [completion of AHP projects and their beneficiaries](#), or about interesting events outside the bank. Two examples are [David Kidd's monthly movie reviews](#), published in 2010 and 2011, and the incorporation of the [Seattle-Area Weekend Guide](#) by Corporate Relations Manager, [Erin Eiseman](#), in January of 2008. Erin stated that she thought the weekend guide would add a fun element to MNIB and inform readers about what is happening in the cultural scene around the Seattle area.

So where did the name of our intranet, Milton, come from? When the bank was building its new intranet, or internal website, back in the early 2000s, Corporate Relations sponsored a bank-wide contest on what to name it. The winner was a name shared by a Seattle Bank employee who did not appreciate having their name assigned to the bank's intranet site. Eventually, although specific accounts vary, there was a less public process in which the bank's intranet was named after the hapless character, Milton, pictured above, from the cult, comedy classic, *Office Space*. The Milton site is what inspired the name, Milton News in Brief.

Merger News... Monday's the Big Day!

This being the long-anticipated merger weekend, we remind you to review your Federal Home Loan Bank of Des Moines Welcome Kit for instructions on changing your voicemail messages and email signatures—and for accessing FHLB Des Moines templates and tools. We want to look sharp on Monday morning when we are doing business as the new FHLB Des Moines!

As a reminder, on Monday, the Seattle Bank's website will be retired and all traffic routed to the FHLB Des Moines site. Milton—or an abbreviated version thereof—will be maintained to complement The Front Porch. The Milton-lite site will include merger FAQs, benefits information, emergency preparedness instructions, and other information applying to transitioning employees. We will also maintain the [Questions link](#) on the home page for your convenience at least through the end of June. Feel free to contact [Jason Nazario](#) (ext. 2456) with any questions or concerns about the remaining content on Milton.

We Have a New Member!

The Seattle Bank is pleased to welcome [UBS Bank USA](#) of Salt Lake City, Utah, as its newest member! UBS Bank USA was formally approved for membership earlier this month and purchased 150,000 shares of Class B stock on May 26, 2015.

Seattle Bank Commemorative Book is Hot of the Press!

As mentioned in previous editions of MNIB, a Seattle Bank Commemorative Book will soon be available to all bank staff, the Board of Directors, and Affordable Housing Advisory Council, among others. The

book, which chronicles the Seattle Bank's 50-year history, was originally estimated to end up being 80 pages, but the authors found so many wonderful photos in the bank's archives that the final copy ended up being more than 100 pages! The Commemorative Book will be handed out during an all-staff event on June 15, in the Café. Watch for an email with details on the Commemorative Book event coming soon!

What to Do in the Event of an Emergency Post-Merger

Starting immediately after the Seattle/Des Moines Bank merger, there will be some changes to the way you are communicated with in the event of an emergency. In any situation, it is important for managers and their staff to stay in contact to report status, availability, and provide updates. Please review the following changes and the effective dates of the changes.

Beginning June 1:

In the event of a disaster at Safeco Plaza, the following communication vehicles will be available:

- Alternate Email/Text: Employees will continue to receive information via the alternate email address and text number they provided in WorkForce Now. If there are any changes to your contact information, be sure to update WorkForce Now.
- Messages will be posted on the Emergency Information Line (800.939.6719). Employees are responsible to call in to receive updates
- Employees continuing on with the Des Moines Bank will be added to the Des Moines communication tool, NotiFind.

Beginning July 1:

In the event of a disaster at Safeco Plaza or the Western Office, the following communication vehicles will be available:

- NotiFind (for Continuing Des Moines Bank employees only)
- Emergency Information Line (800.939.6719) – all staff

Again, managers and their staff should make contact to provide updates and status. Questions? Please contact [Ron Kamps](#) (ext. 2445).

Art Auction Pickup Reminder

As mentioned in [last week's MNIB](#), for those who purchased artwork during the Seattle Bank's Art Auction, please be aware that our vendor Artech will be at the bank today to remove the auctioned artwork from the walls. On Monday, June 1, your artwork will be available for pick-up from 8:00 a.m. to 5:00 p.m. in the Board Room. Those who purchased artwork requiring special handling will receive a separate email with further instructions. Congratulations to those who will be taking home these wonderful pieces!

Final Seattle Bank Accounts Payable Check Run!

The Seattle Bank accounting team carried out its final check run yesterday, and its final distribution of checks will be today. Expenses incurred and invoices received from May 28 through May 31, subsequent to the last Seattle Bank check run, will be forwarded to the Des Moines Bank for payment.

Questions? Please contact [General Accounting](#).

Recycling Centers at the Bank!

Each floor of the Seattle Bank now has a dedicated recycling center. All staff are encouraged to bring unwanted personal items and office supplies to the recycling centers. These items will be recycled or donated. In addition, portable shredding totes are also available at each recycling center.

Recycling centers are located in the following areas:

- 24th Floor between the Data Management Office Team and the BTO-Project Management Team, near the women's restroom
- 25th Floor outside the Sawtooth conference room
- 26th Floor in the Flathead conference room

Recycling centers will be available until Tuesday, August 17, at 5:00 p.m.

Tia Young Accepting Donations for Katrina Victims Still in Need

As mentioned [the May 8 edition of MNIB](#), the Seattle Bank's Tia Young will travel to New Orleans with the [Total Experience Gospel Choir](#) to tend to those who are still in need of aide due to the destruction left by Hurricane Katrina 10 years ago. This August's trip will mark the fourth time the choir has visited New Orleans to help victims of the natural disaster. During this visit, choir members will continue their work of refurbishing homes with the youth group [Shirts Across America](#) and assist the [St. Jude Community Center](#) in its mission to feed and shelter hundreds of homeless and starving people.

If you would like to make a monetary donation to help support the choir's efforts, you can make a check to St. Jude Community Center and drop it in a box near Tia Young's desk in Accounting on the 26th floor. In addition, Tia is collecting toiletries to donate to those St. Jude's Community Center supports. Needed items include all types of toiletries (travel-size shampoo and conditioner, soap, deodorant, etc.), socks, face towels, bath towels, and backpacks.

Remember to Relax with a Massage

Massage therapist Sue Beaudry will be visiting the bank every Thursday in June from 1:00 to 3:00 p.m. She will be offering 15- and 30-minute massages in the Wellness Room on the 25th floor. Her rates are \$15 for a 15-minute massage, \$30 for a 30-minute massage, and \$100 for a set of four 30-minute massages. Visit the reception desk to book your "unwind time!"

Transit Tunnel Closed This Weekend to Prep for U-Link Integration

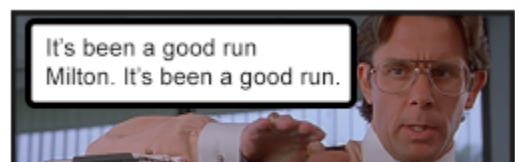
The downtown transit tunnel will be closed this weekend to allow further preparatory work for [U-Link](#), slated to open by early 2016. Regular Link service will still run between the Stadium Station and the airport and a free bus shuttle bus will run on [Route 97](#) between Stadium Station and downtown stops. Sound Transit Express Route 550 will use its surface street routing stops. Please visit [Metro's Alerts & Updates](#) page and [Sound Transit's Rider Community](#) page for more information. For more information about U-Link preparations, please visit the [Seattle Transit Blog](#).

Seattle Area Weekend Guide

- This Saturday, May 30, is your last chance to see the impressive [Jacob Lawrence as a Printmaker exhibit](#) at Davidson Galleries, near Occidental Park. Jacob Lawrence's art sheds light on oppression, racism, and human suffering; lauds moments of progress and hope; and reminds us that unity is vital to building a better community.
- [The Seattle Mariners](#) return to Safeco Field this weekend to start their four-game series against the Cleveland Indians. These games include some [great promos and special events](#), including Saturday's Nelson Cruz Bat Night, for kids 14 and under!
- This Sunday, the [Seattle Sounders](#) square off against the New York Red Bulls at Century Link Field. After beating the Colorado Rapids this Wednesday, the Sounders are in first place in the MLS Western Conference and hope to continue their winning ways! Kick-off time is at 2:00 p.m., and if you cannot make it to the game, you can watch it on ESPN 2, or listen to the simulcast on KIRO Radio 97.3 FM or EI Rey 1360 AM.
- If you missed the classic Seattle-original, punk-rock-feminist musical [Angry Housewives](#), you are in luck: This critically acclaimed production—which ran for a record six straight years during the '80s—has been extended through Sunday, May 31. First produced in 1983, *Angry Housewives* could be considered a period piece—"housewife" is sort of an antiquated concept—however, its main themes of equality and liberation remain relevant, and its brash humor continues to please crowds the world over.

 <http://milton>

Special Acknowledgement: Thanks to all of those who have contributed to MNIB, including its primary writers since its inception: Connie Waks, Erin Eiseman, Philip Horton, and Brian Kidd. And thank you to all of our loyal readers!



Milton News in Brief was email news from—and about—the Seattle Bank. Its purpose was to provide Seattle Bank employees with news and updates on a variety of topics.

IMPORTANT NOTE: *The information included in this Employee Update is confidential and for internal use by Seattle Bank employees only. Employees may not discuss or share any of the content included in this update with anyone outside the bank, until the content has been publicly disclosed through authorized disclosure channels.*