

**National Peace Corps Association
BOARD OF DIRECTORS MEETING
Via Teleconference
June 4, 2018
Meeting Minutes**

Directors Present via Zoom: Randolph Adams, J. Henry (Hank) Ambrose, Keith Beck, Glenn Blumhorst (*ex officio*), Jayne Booker, Sandra Bunch, Bridget Davis, Maddie Kadas, Chip Levensgood, Katie Long, Jed Meline, Mary Owen, Tom Potter, Rhett Power, Susan Senecah, Maricarmen Smith-Martinez, Linda Stingl, and Tai Sunnanon

Directors Absent with Apology: Patrick Fine, Corey Griffin

Staff Present: Kevin Blossfeld (Finance and Administration), Jonathan Pearson (Advocacy), Meisha Robinson (Communications), Kemi Tignor (Development)

Call to Order – Hank Ambrose, Board Chair

The Board Chair called the Meeting to order at 8:06 PM Eastern Time. A quorum was present.

Minutes Review – *The motion by Keith Beck to approve the March 3, 2018 minutes as published in the Board Book was seconded and carried.*

Interim Action by the Executive Committee – Hank Ambrose, Board Chair

As provided in NPCA Policy 2015014M, the Executive Committee approved five applications for group affiliation.

EXCOM ACTION 1 – March 26, 2018

Resolved: That the Executive Committee of the NPCA Board of Directors approves the application of **Friends of South Africa** as an Affiliate Group of National Peace Corps Association.

The motion by Ambrose was seconded and carried.

EXCOM ACTION 2 – April 23, 2018

Resolved: That the Executive Committee of the NPCA Board of Directors approves the application of **Returned Peace Corps Volunteers at the Department of Housing and Urban Development (RPCVs at HUD)** as an Affiliate Group of National Peace Corps Association.

The motion by Ambrose was seconded and carried.

EXCOM ACTION 3 – April 23, 2018

Resolved: That the Executive Committee of the NPCA Board of Directors approves the application of **Peace Corps Worldwide** as an Affiliate Group of National Peace Corps Association.

The motion by Ambrose was seconded and carried.

EXCOM ACTION 4 – May 29, 2018

Resolved: That the Executive Committee of the NPCA Board of Directors approves the application of **Friends of Tonga** as an Affiliate Group of National Peace Corps Association.

The motion by Ambrose was seconded and carried.

EXCOM ACTION 5 – May 29, 2018

Resolved: That the Executive Committee of the NPCA Board of Directors approves the application of **Peace Corps Kids** as an Affiliate Group of National Peace Corps Association. *The motion by Ambrose was seconded and carried.*

President's Report – Glenn Blumhorst, NPCA President and CEO

NPCA's principal priorities during the reporting period included the following:

- Affiliate Group annual renewals
- Health Justice Hill Day planning and development for June 28, 2018
- Peace Corps Connect 2018 program development, registration and sponsorship
- Peace Corps Connect 2019 proposal invitations, evaluation and selection
- *WorldView* survey, assessment, and redesign; Peace Corps consultations
- Prospective board director candidate interviews
- Hiring and Onboarding of new Development Director Kemi Tignor

The renewal pace of Affiliate Groups is a source of concern as only about half of the groups have renewed to date. Another 40 are in the works, and the Affiliate Group Network Advisory Committee (AGNAC) is reviewing the remaining 45 groups to ascertain the reasons for their lack of renewal and to take action as necessary.

Teleworking Policy – the president presented for board review and approval the Teleworking Policy dated 29 May 2018. The policy had been previously reviewed and approved by our legal counsel, Steptoe & Johnson, and was formulated in part from procedures currently in place. The policy was tabled, with a suggestion that the NIAG employment risk manager further review it.

MOTION 1: The NPCA Board agrees that NPCA proceed with negotiations for new office space in the Shaw District of Washington DC, at 1500 North Capitol Street, NW, approximately three blocks from the future headquarters of Peace Corps.

The motion regarding the office lease was made and seconded, and carried by a vote of 17-1. The president requested the involvement of additional board members to support the ongoing process. Rhett Power, Jed Meline, Randy Adams and Sandra Bunch availed themselves to join Corey Griffin in this role as an office infrastructure working group.

Treasurer/Finance Committee Report – Glenn Blumhorst

This report presented the financial picture of NPCA on April 30, 2018.

NPCA's financial position deteriorated during the first four months of 2018, showing a YTD operating loss of \$90,155 against a budgeted gain of \$13,988. The balance sheet showed total net unrestricted assets of negative \$150,967, compared with a negative \$168,340 on April 30, 2017. Revenue shortfalls (\$415,640 actual/\$600,405 budgeted) were reflected in all categories, most of which are temporary. Expenses reflect underspending in almost all categories, most of which is temporary. Staff salaries, consultant fees and travel will increase going forward with the new development director, media consultant and summer travel.

The audit conducted by Jones, Maresca & McQuade, PA is being conducted during the week of June 11. NPCA's trial balance (pre-audit financial report) presented to the auditors reflected a net operating gain of \$146,248 for 2017.

Community Fund Steering Committee Report – *Randy Adams, Chair*

The Committee approved funding of 10 projects for a total grant amount of \$2,697.55 in 2018 to date. The committee also completed a community Fund Grant Application form and a Community Fund Final Report form.

Fundraising Committee Report – *Bridget Davis, Chair*

Bridget hosted a Shriver Circle meet and greet in California in March when Glenn Blumhorst was visiting. The committee participated in interviews of the new Development Director, Kemi Tignor.

Governance Committee Report – *Tai Sunnanon, Chair*

The committee continued preparations for board elections, and election period was launched for three member-elected seats (Northeast; Mid-Atlantic and Nationwide; and Europe, North and East Africa), and the Affiliate Group Network Coordinator. Nominations for the three board elected seats are pending and the Board Assessment will be revisited.

Policy and Advocacy Committee Report – *Sue Senecah, Chair*

Implementation began on the grant from Open Society Policy Center for work with three affiliate groups: Kentucky Peace Corps Association, Peace Corps Iran Association and Peace Corps Community for Refugees.

In late March the Senate unanimously approved health/safety legislation (S.2286). On May 17, the House Foreign Affairs Committee approved its version (H.R.2259) of the bill, which will go to the House floor.

MOTION 2: To acknowledge with appreciation the contribution to NPCA advocacy efforts made by J.M. Ascienzo.

The motion by Susan Senecah was seconded and passed unanimously.

Peace Corps Connect (PCC) and NPCA Events Task Force Report – *Katie Long, Chair*

Planning is underway for Peace Corps Connect 2018 at the Shawnee Institute in Pennsylvania. To date there have been 125 registrations, far short of our target. Sponsorships in the amount of \$27,500 have been secured against a goal of \$60,000. Submissions have been requested for group sessions. Speakers confirmed include Carrie Hessler Radelet, former Peace Corps Director, and Jody Olsen, newly appointed Peace Corps Director.

The Committee reviewed two applications for hosting Peace Corps Connect 2019 in the Southern Tier division and, after deliberation, selected the Austin, Texas based affiliate group HoTPCA (Heart of Texas Peace Corps Association), who suggested an exciting theme of tech and social innovation as it related to third goal.

Awards Advisory Committee Report – *Jayne Booker, Chair*

Selection completed for the Harris Wofford Global Citizen Award, to be conferred on August 24 at Peace Corps Connect to Kul Gautam from Nepal. The Shriver and Ruppe families agreed to nominate family members to participate on the selection committees for the awards named after Sarge Shriver and Loret Miller Ruppe and have done so. The Shriver Award committee has begun its deliberations and the Ruppe nominations are due on June 22, 2018. All board members, especially member-elected directors, were encouraged to encourage affiliate groups to nominate a group for this award honoring community service.

Affiliate Group Network Advisory Committee (AGNAC) Report – *Maricarmen Smith-Martinez, Coordinator*

The AGNAC met on April 25, 2018. The deadline for reaffiliation of affiliate groups was extended to May 31, 2018. As of this extended date approximately half of the affiliate groups had still not submitted their plans for reaffiliation.

The AGNAC approved the change request removing mandatory NPCA membership prior to becoming a member of an affiliate group on May 7, 2018.

The committee considered a policy for affiliate group requests for NPCA endorsement noting that with the increase in numbers of cause related groups, NPCA is likely to receive increased requests for support of partisan issues that are often divisive. There is a need to develop an approach that would entail an MOU in advance of the 2019 reaffiliation process.

SilkStart Task Force Report – *Maricarmen Smith-Martinez*

The committee reviewed SilkStart history, including technology needs and current issues, and considered a webinar to share information with interested Board members. The committee recommended delegating authority of changes in processes relating to groups to the AGNAC. The review and decision of the AGNAC will provide staff with a process by which to vet potential changes and standardize a procedure. The committee recommends that the board assess the task force charge and purpose prior to the Board meeting at Shawnee.

Executive Session – *Hank Ambrose, Board Chair***Adjournment** – *Hank Ambrose, Board Chair*

It was moved, seconded and carried that the meeting be adjourned at 10:00 PM Eastern Time.

Jayne Booker, Secretary
NPCA Board of Directors