

**North Carolina Commission on Volunteerism and Community Service  
Commission Minutes  
Wednesday, April 28, 2010**

**Call to Order-10:03 a.m.**

The Commission meeting was called to order by Chair Beth Norris.

**Roll Call of Members:**

Commissioners Present:

Deborah Aquiar-Velez, Michael Atkins, Wayne Campbell, Jane Carver, Robert Clark, Woody Dicus, Lynn Doll, Alice Keene, Lisa Keyne, Louise Maynor, Patricia McRae, Melvin Montford, Tannis Nelson, Beth Norris, Michael Patterson, Betty Platt, Hollie Rose, Sara Smith, Arlene Wouters and Thelma Zaytoun.

Commissioners Absent:

Angella Dunston, Vonner Horton, Megan Smith, Debora Williams and Ellen Whitlock.

Staff Present

Kaye Gattis, Faye Stone, Tim Kelly, Alicia Hartsfield, Phil Roberts and Alana Allen

**Executive Order 34**

Beth Norris reviewed Executive Order 34 that explained the attendance standard for boards and commissions.

**3/2/10 Commission Minutes**

Lynn Doll made changes to three AmeriCorps programs on page 4.

- Project POWER and Project HEART to be changed to a *competitive* program.
- AmeriCorps Access to be changed to a *renewable* program.

**Adoption of 3/2/10 Commission Minutes**

Thelma Zaytoun made a motion to approve the minutes and the motion was seconded by Robert Clark.

**Adoption of the Agenda**

Jane Carver made a motion to approve the agenda and the motion was seconded by Michael Atkins.

**Commission Funding**

Beth Norris reminded the commissioners to be considerate of the Commission funding when conducting site visits.

**National Conference**

Executive Committee and chairs are able to attend the National Volunteer Conference on June 28-30 in New York, NY.

### **National AmeriCorps Week**

Commission received the invitation to the Durham Bulls game for *NC AmeriCorps at Bat* on Thursday, May 13 to celebrate National AmeriCorps Week.

### **Proposed State Budget:**

Gov. Perdue state budget proposed for Youth Advocacy to move over to the Commission office once the budget is approved.

**10:25 a.m.**-Judge Sam J. Ervin, IV swore in Deborah Aquiar-Velez, Michael Atkins, Melvin Montford and Betty Platt.

### **Standing Committee Report**

#### **Program Management Report**

Commissioner Lynn Doll discussed site visit updates:

- Robert Clark visited the Servant Center/Partnership to End Homelessness and Welfare Reform VISTA in Greensboro.
- Beth Norris and Thelma Zaytoun visited the Black Child Development Institute/ Spirit of Excellence and Spirit of SUCCESS in Greensboro.
- Thelma Zaytoun visited a Habitat for Humanity house in Cary.
- Jane Carver and Hollie Rose visited Project Conserve and Project Energize in Asheville.
- Deborah Aquiar-Velez visited AmeriCorps ACCESS and AmeriCorps ACC in Greensboro.
- Michael Patterson and Sara Smith visited Project Conserve in Asheville.
- Lynn Doll and Ellen Whitlock visited Children First of Buncombe County and Project POWER in Asheville.
- Lynn Doll visited Stokes County Partnership for Children and ACT in King.

#### **Program Management Report:**

Lynn Doll gave an overview of AmeriCorps applications that were new, competitive and recompetete programs.

Commissioner Doll recommended to the Commission to approve UNC-Chapel Hill, Children First of Buncombe County, East Carolina University and North Carolina State University applications.

#### **Pre-Award Site Visit**

Wayne Campbell and Hollie Rose conducted a pre-award site visit to North Carolina State University.

- Commissioner Campbell and Rose were impressed with the program and the people involved, and they are confident that the program can handle the funding.

Phil Roberts conducted a pre-award financial site visit to North Carolina State University. He reported that the site has the capacity to manage the grant with an experienced staff of 22 years. Roberts was confident that the site could receive more funding.

**Next steps to improve applications for next grant cycles:**

- Program Management Committee will benchmark other state AmeriCorps applications to re-evaluate the Commission grading process.
- The committee will develop a plan to find organizations with capacity to handle AmeriCorps grants.
- The committee will follow up on programs that attended the workshops but didn't apply.
- The committee suggested creating a workshop for potential programs on how to write federal grants.

Next Program Management Committee meeting is June 8 via conference call.

**Ad-Hoc Committee Reports**

Each committee chair presented their work plan and timetable to the Commission.

Please reference committee handouts in Commission binder.

**Next Steps**

- Commission to review work plans and conduct monthly conference calls with committee chairs.

Beth Norris made a motion to adopt all committee work plans and Tannis Nelson seconded the motion.

**National Service Reports**

**Corporation for National and Community Service**

Betty Platt reviewed the Corporation handout and gave updates on three grant competitions in progress for Youth Engagement Zone, Non-profit Capacity Building and Volunteer Generation Fund.

Please reference Corporation handout in Commission binder.

### Learn and Serve:

Arlene Wouters reviewed the Learn and Serve school based grant and presented the newly updated Communities in Schools logo.

Please reference Learn and Serve handout in Commission binder.

### Campus Compact:

Lisa Keyne updated the commission about the NC Campus Compact Student Conference that invites college students to present their best practices and leadership skills for civic engagements.

### **Conference Dates:**

- October 30 — NC Wesleyan College in Rocky Mount
- November 6 — Johnson C. Smith University in Charlotte

### **NC SERVES Reports**

Commissioner Lynn Doll gave the NC SERVES report.

NC SERVES submitted an annual financial statement for the 2009 year.

Commissioners elected to executive board:

- Lynn Doll-president
- Alice Keene-secretary
- Woody Dicus-board member

NC Serves to meet following the Commission meeting.

### **Staff updates**

#### AmeriCorps Spring Summit

Tim Kelly announced the date of the AmeriCorps Spring Summit to be held on Friday, May 21 at the University of North Carolina Greensboro at the Elliott Center. The purpose of the event is to thank AmeriCorps members for their service.

#### Governor's Volunteer Service Awards

Commission to distribute press release about deadline for county coordinators.

#### Volunteer Generation Fund:

Faye Stone reviewed the Volunteer Generation Fund and the Corporation releasing a NOFA that allows the Commission to apply for a 3-year grant that was created by the Serve America Act.

- The Commission decided to apply for the grant and the deadline to apply is May 18.

#### NC Citizen Corps

Faye Stone reported that 35 NC counties received over \$420,800 in grant funding from the

Department of Homeland Security. The funding will create programs that will engage volunteers to prepare citizens and communities for disasters and emergencies.

**Executive Director's Report:**

Kaye Gattis reviewed the Executive Director's Report.

Please reference Executive Director's handout in Commission binder.

**Meeting Adjourn**

Robert Clark made a motion to adjourn and the motion was seconded.

**Next meeting:**

Wednesday, July 21, 2010  
10 a.m.