

**North Carolina Commission on Volunteerism and Community Service  
Commission Minutes  
Tuesday, March 2, 2010**

**5p.m.-Special Commission Meeting**

The Commission meeting was called to order by Executive Director Kaye Gattis. Kaye briefed commissioners on the purpose of the meeting and the process of electing officers.

**Roll Call of Members:**

Commissioners Present

Michael Atkins, Wayne Campbell, Jane Carver, Robert Clark, Woody Dicus, Lynn Doll, Megan Grimsley-Smith, Alice Keene, Lisa Keyne, Louise Maynor, Patricia McRae, Tannis Nelson, Beth Norris, Michael Patterson, Hollie Rose, Sara Smith, Ellen Whitlock and Thelma Zaytoun.

Commissioners Absent

Deborah Aguiar-Velez was absent due to a longstanding commitment to be out of the country. Vonner Horton, Arlene Wouters, Angella Dunston and Debora Williams were present; however their appointment had not yet been approved by the Ethics Commission so they were non-voting members at the meeting.

Staff Present

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

Guests

Justine Murray, Lead Facilitator; Tom Branen, Executive Director, America's Service Commissions; and Tynetta Darden, State Office of the Corporation for National and Community Service.

A quorum was declared present.

**Chair Nomination**

Kaye Gattis opened the floor for nomination of chair. Lynn Doll made the motion to elect Beth Norris as chair, and the motion was second by Thelma Zaytoun. There being no further nominations, the vote was called, and Beth was elected chair of the Commission.

The meeting was turned over to Chair Beth Norris. The chair called for nominations of the vice chair. Alice Keene made the motion to nominate Jane Carver, and the motion was second by Thelma Zaytoun. There being no further nominations, the vote was called and Jane was elected vice chair of the Commission.

**Meeting Adjourned**

**Commission Standing Committees**

Executive Committee

- Beth Norris
- Lynn Doll
- Jane Carver

Nomination Committee

### Program Management Committee

- Lynn Doll-Chair
- Hollie Rose
- Wayne Campbell
- Megan Smith

### **AD-HOC Committees**

#### Outreach and Advocacy Committee

- Patricia McRae, Chair
- Vonner Horton
- Alice Keene
- Thelma Zaytoun
- Ellen Whitlock

#### Public Relations and Marketing Committee

- Tannis Nelson, Chair
- Michael Atkins
- Jane Carver
- Arlene Wouters
- Woody Dicus

#### Finance Committee

- Robert Clark, Chair
- Debora Williams
- Deborah Aguiar-Velez

#### Public Policy and Strategic Planning Committee

- Lisa Keyne, Chair
- Michael Patterson
- Sara Smith
- Angella Dunston

Each committee is creating a work plan for the year, based on three priorities:

- Increasing volunteerism across North Carolina
- Energizing and recruiting seniors and baby boomers into service
- Recruiting and placing mentors and volunteers in schools

**North Carolina Commission on Volunteerism and Community Service  
Commissioners Meeting Minutes  
March 3, 2010**

**11:46am**-Chair Beth Norris called the meeting to order.

**Roll Call of Members:**

Commissioners Present

Michael Atkins, Wayne Campbell, Jane Carver, Robert Clark, Woody Dicus, Lynn Doll, Megan Grimsley-Smith, Lisa Keyne, Louise Maynor, Patricia McRae, Tannis Nelson, Beth Norris, Michael Patterson, Hollie Rose, Sara Smith and Ellen Whitlock.

Commissioners Absent

Deborah Aguiar-Velez was absent due to a longstanding commitment to be out of the country. Angella Dunston was absent due to a prior engagement with Governor Perdue. Thelma Zaytoun and Alice Keene were absent due to personal reasons.

Vonner Horton, Arlene Wouters, and Debora Williams were present; however their appointment had not yet been approved by the Ethics Commission so they were non-voting members at the meeting.

Staff Present

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

Guests

Justine Murray, Lead Facilitator; Tom Branen, Executive Director, America's Service Commissions; and Tynetta Darden, State Office of the Corporation for National and Community Service.

Commission meetings were set for the year:

- April 28, 2010
- July 21, 2010 (Conference Call)
- October 6, 2010

*Locations to be determined—Ellen Whitlock offered space for meetings.*

**Adoption of 10/7/09 Meeting Minutes**

Chair Beth Norris made a motion to approve the minutes and the motion was seconded by Patricia McRae.

**AmeriCorps State Formula Applications**

- AmeriCorps State Formula applications were due Friday, February 26.
- 10 applications were submitted: 6 new, 1 re-compete, 3 fixed and 6 continuation applicants.
- Peer reviewers will review 10 applications on Wednesday, March 10 at Hope Community Church in Raleigh.

Program Management Committee will meet by conference call on Monday, April 5 to discuss and make funding recommendations at the commission meeting.

Prior to the April commission meeting, Program Management Committee members will participate in pre-award programmatic site visits. The results will be shared during the April 28 commission meeting.

#### Commission By-Laws

Chair Beth Norris stated that the Commission by-laws need to be updated and the mission statement reviewed. These tasks were directed to the Executive Committee.

#### **Program Management Report**

Commissioner Lynn Doll discussed site visit updates

##### *Commissioner Site Visit Reports:*

- Commissioner Jane Carver visited the signing of the executive order of the re-establishment of the Commission. Also, she visited the site where Governor Perdue participated with the Landscape Conservancy in winterizing houses in Asheville, NC.
- Commissioner Lynn Doll visited the MLK Project POWER event in Asheville, NC and Peace March.

#### **AmeriCorps State Competitive Funding Recommendations**

Commissioner Lynn Doll updated the Commission about decisions made by the Executive Committee.

##### **1. Project POWER, Children First of Buncombe County: (Competitive)**

Members provide enrichment and academic support services to youth in grade K-12 in school and during after school hours.

- a. Project POWER requested to double their federal budget and staff had concerns about the capacity of the organization to manage the request for an increase in federal dollars.
- b. The Executive Committee and staff discussed these concerns and agreed the program is excellent but the proposal did not adequately answer all required questions.
- c. Project POWER received written feedback on all concerns:
  - i. Proposed member service activities were not clearly described in the application.
  - ii. Number of slots requested was unclear and not consistent.
  - iii. Budget issues concerning allocating 50% of site supervisors time to Project POWER.
  - iv. Program had made some fiscal staffing changes in the past year which seem likely to benefit them but there wasn't enough evidence for the Commission to feel confident.

Project POWER submitted a revised proposal with a \$100,000 increase from the 2008-09 funding level.

##### **2. Project HEART-East Carolina University: (Competitive)**

Mentors tutor at-risk elementary, middle and high school students in language arts, English, math, science, and social studies. Wellness mentors will work with teachers and health professionals to develop nutrition lessons, exercise programs and health fairs.

- a. Project HEART is the recipient of a Recovery Grant and seeks to integrate this 1 year grant for wellness into their full three year proposal.
- b. Project Heart had an increase of 20 slots, \$135,000 increase.
- c. No specific concerns.

##### **3. AmeriCorps ACCESS, University of North Carolina-Greensboro: (Continuation)**

Members provide interpretation and translation services to immigrants and refugee's citizenship,

education, social services, case management, disaster preparedness, and related services to immigrants and refugees.

- a. AmeriCorps ACCESS had a reduction in 4 slots.
- b. AmeriCorps ACCESS had a \$4,571 increase.
- c. Adjustment in type of slots (1/2 time or full time)

If any of these programs do not receive funding at the national level, they will have the opportunity to compete at the AmeriCorps State Formula level.

### **Executive Director's Report**

Kaye Gattis reviewed the Executive Director's Report for October 2009-February 2010. (Refer to hand out in Tab 10 in Commissioner's Handbook.)

### **NC SERVES Report**

Commissioner Lynn Doll gave the NC Serves report.

They offered mini grants to national service programs in the state. NC Serves received 9 applications and funded four programs with \$250 to help with MLK projects.

### Projects Funded

- Project Power
- Project Conserve
- Hands on Northwest North Carolina
- Senior Resources of Guilford

AmeriCorps Alumni in Greensboro are seeking funds to help start a chapter. NC Serves is reviewing their request.

12:30pm-During lunch, Chair Beth Norris awarded Raleigh Bailey of Greensboro, N.C. the Order of the Long Leaf Pine.

### **Next Meeting:**

April 28, 2010 (Location TBD)