

**National Peace Corps Association
BOARD OF DIRECTORS MEETING
Teleconference
December 11, 2017
Meeting Minutes**

Directors Present: Randolph Adams, J. Henry (Hank) Ambrose, Keith Beck, Glenn Blumhorst (*ex officio*), Jayne Booker, Bridget Davis, Patrick Fine, Maddie Kadas, Chip Levengood, Katie Long, Jed Meline, Mary Owen, Tom Potter, Rhett Power (at the very end, after the vote to approve his joining the board), Susan Senecah, Maricarmen Smith-Martinez, Linda Stingl, Tai Sunnanon

Directors Absent with Apology: Sandra Bunch, Corey Griffin

Staff and Fellows Present: J.M. Ascienzo (Government Relations), Anne Baker (Vice President), Kevin Blossfeld (Finance and Administration), Ella Dowell (Community Technology Systems), David Fields (Analyst and Special Projects), Jonathan Pearson (Advocacy), Meisha Robinson (Communications), Amanda Silva (Partnerships and Development)

Guests: Lie Njie

Call to Order – *Hank Ambrose, Board Chair*

The Board Chair called the Meeting to order at 8:05 PM Eastern Time. A quorum was present.

Minutes Review – *The motion by Keith Beck to approve the August 7, 2017 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 – October 23, 2017

Resolved: that the Executive Committee of the NPCA Board of Directors approves the application of the **Friends and RPCVs of Zambia** as an NPCA Affiliate Group.
The motion by Ambrose was seconded and carried.

EXCOM ACTION 2 – October 23, 2017

Resolved: that the Executive Committee of the NPCA Board of Directors approves the application of the **Department of Health & Human Services RPCV Employee Resource Group** as an NPCA Affiliate Group.
The motion by Ambrose was seconded and carried.

EXCOM ACTION 3 – October 23, 2017

Resolved: that the Executive Committee of the NPCA Board of Directors approves the application of the **RPCVs @ Corporation for National and Community Service** as an NPCA Affiliate Group.
The motion by Ambrose was seconded and carried.

EXCOM ACTION 4 – November 27, 2017

Resolved: that the Executive Committee of the NPCA Board of Directors approves the application of the **Returned Peace Corps Volunteers of Richmond** as an NPCA Affiliate Group.

The motion by Ambrose was seconded and carried.

EXCOM ACTION 5 – November 27, 2017

Resolved: that the Executive Committee of the NPCA Board of Directors approves the application of the **RPCV Alliance for Ukraine (RPCV-AUA)** as an NPCA Affiliate Group.

The motion by Ambrose was seconded and carried.

Governance Committee Report – Tai Sunnanon, Chair

The chair summarized on-going discussions within the committee, then presented three motions on behalf of the committee.

MOTION 1: The NPCA Board of Directors resolves that we acknowledge and express our appreciation for the commitment and service of Kelly Parsons who has resigned as a member of the NPCA Board of Directors.

The motion as presented by the Governance Committee was approved unanimously.

MOTION 2: The Governance Committee nominates Chip Levensgood, Costa Rica (64-66) who was elected to a term (2017-2018) to fill the unexpired term created by the resignation of Kelly Parsons (2017-2020).

The motion as presented by the Governance Committee was approved with one abstention (Levensgood).

MOTION 3: The Governance Committee nominates Rhett Power to the NPCA Board of Directors to fill the remainder of the nine-month term (2017-2018) left vacant by Chip Levensgood.

The motion as presented by the Governance Committee was approved unanimously.

Following this vote, Rhett Power was invited to join the teleconference, which he did at the very end of the meeting.

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

NPCA's principal priorities during the fourth quarter of 2017 included the following:

- Development of NPCA's 2018 Operating Plan
- Formulation of NPCA's 2018 Operating Budget
- House-focused advocacy for Peace Corps/International Affairs appropriations
- Launching of the "Find the 250K 2.0" campaign
- Fundraising, with emphasis on Shriver Circle members
- Recruitment and selection of a communications director

Glenn presented the 2018 Operating Plan for approval by the board.

MOTION 4: The NPCA Board of Directors approves the 2018 Operating Plan as presented.

The motion made by Glenn Blumhorst was seconded and passed unanimously.

Treasurer/Finance Committee Report – Patrick Fine, Treasurer

As we head towards the end of the 2017 fiscal year NPCA has experienced a distressing decline in monthly operating revenue. While the overall financial position is stronger than it was at this time last year, it remains to be seen whether November and December, traditionally the highest months for contributions, will yield a revenue rebound that will leave the organization in a stronger position at year end.

On the positive side, NPCA's two investment funds have earned high yields, in excess of 11%, as a result of the strong performance of US financial markets. The strong performance by the Global Leaders Fund accounts for the lion's share of improvement in NPCA's financial position relative to last year.

The Finance Committee has reviewed and recommends board approval of the 2018 budget. The 2018 budget forecasts operating revenue (exclusive of in-kind contributions) of \$2,011,356, a 20% increase over forecast 2017 revenue. Operating expenses are budgeted at \$1,856,463. This yields an increase in net operating assets of \$154,893 or a 7.7% surplus that falls within the Board's target of increasing assets by 7% - 10% per year in order to eliminate the deficit and ensure the long term financial viability of NPCA. Importantly, the revenue forecast in the budget does not assume continued high yields from the two endowments but does assume a substantial increase in individual contributions.

MOTION 5: The NPCA Board of Directors approves the FY2018 budget as presented on a provisional basis.

The motion as presented by the Finance Committee was approved unanimously.

Discussion: SilkStart – Hank Ambrose, Board Chair

In light of his expressed concerns about the viability of the SilkStart platform to meet NPCA and affiliate group needs, Lie Njie asked for and was provided an opportunity to share his input. Following a brief history behind the decisions to switch platforms and the needs expressed by affiliate groups, Lie shared his views on the platform itself and suggested that a longer-term solution would be met with the development by RPCVs of an open source platform. Other board members shared additional feedback (from all perspectives). The board will form a task force to explore this further.

Community Fund Steering Committee Report – Randy Adams, Chair

The Community Fund Steering Committee has made significant strides in this last quarter, including the drafting of Community Fund policies and procedures. The committee has recommended three grants, two of which were from the Benevolent Fund.

MOTION 6: The Board of Directors approves the Community Fund Policies and Procedures Guide recommendations as presented.

The motion as presented by the Community Fund Steering Committee was approved unanimously.

Fundraising Committee Report – Glenn Blumhorst, Ex-Officio

Bridget Davis has stepped into the role of committee chair, following Kelly Parsons' resignation from the board.

The committee identified priorities for the 2017-2018 year, focusing on Shriver Circle support, the major gifts campaign and tracking of individual board giving plans. Their metrics include 100% contributions across the Board of Directors, creating and supporting a culture of giving by the board, meeting or exceeding overall board benchmarks, and supporting staff and board in achieving or surpassing \$990K in contributions this year.

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

The chair referred to the written report, highlighting in particular the grant from Open Society Policy Center to work with three affiliate groups – Kentucky Peace Corps Association, Peace Corps Community for Refugees, and Peace Corps Iran Association – to speak out on issues critical to America’s national security and global foreign policy.

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

The task force is recommending that NPCA continue the annual Peace Corps Connect conference, but is exploring how to strengthen incentives for groups to host and how to attract younger RPCVs. They are considering how to make the conference more sustainable, while reducing the strain on staff. The RFP for hosting (in the Southern Tier) will go out shortly.

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

The AGNAC is re-evaluating its structure and exploring how to better engage member-elected directors on the NPCA board. They’ve had two meetings by Zoom since August.

Awards Advisory Committee Report – *Jayne Booker, Chair*

We are beginning to accept nominations for the Wofford (January deadline), Shriver (April deadline) and Ruppe (May deadline) Awards for 2018. Board directors are encouraged to help with nominations and consider serving on a selection committee.

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*