

**National Peace Corps Association
BOARD OF DIRECTORS MEETING
December 7, 2015 Teleconference**

Directors Present: Randolph Adams, J. Henry (Hank) Ambrose, Tony Barclay, Jane Bardon, Glenn Blumhorst (*ex officio*), Jayne Booker, Sandra Bunch, Janet Greig, Dennis Grubb, Angela Harris, Marjorie Harrison, Charles McConnell, Gary Schulze, Susan Senecah (incoming), Maricarmen Smith-Martinez, Joby Taylor, Mal Warwick

Directors Absent with Apology: Brian Forde, Corey Griffin, Linda Stingl

Staff Present: Anne Baker (Vice President), Jonathan Pearson (Advocacy Director), Kate Schwanhausser (Membership/Development Assistant)

Guests: Sharon Keld (Past Director)

Call to Order – *Joby Taylor, Board Chair*

The Board Chair called the Meeting to order at 8:14 PM Eastern Time, following an initial roll call, and stated that a quorum was present.

Director Welcome: The Board Chair welcomed newly elected Director Sue Senecah, Member-Elected Director representing the Northeast Division.

Minutes Review: The motion to approve the September 28, 2015 minutes as published in the December 2015 Board Book was seconded and carried.

President's Report – *Glenn Blumhorst, NPCA President & CEO*

NPCA's principal priorities during the reporting period included:

- Roll out the Community Fund and Mission Partner model
 - Update all digital and print media to announce changes
 - Start the year-end direct marketing campaign
 - Continue the quiet major gifts capital campaign
 - Start the fundraising planning study with Carlton & Co.
 - Hold the first two Shriver Dinners in the DC area
 - Conduct a leadership search for Advisory Committee members
- Build NPCA organizational capacity for the Community Fund
 - Assess and procure SilkStart database and web hosting platform
 - Assess and procure Congress Web click-and-email advocacy platform
 - Recruit and retain Technology Implementer Michael Buckler
 - Retain Advocacy Fellow JM Ascienzo
 - Recruit and retain Development Fellow Amanda Silva and Next Step Travel (NST) Fellow Emily McDonald
- Review and revise the NPCA 2014-18 Strategic Plan
- Develop the proposed NPCA 2016 Annual Operating Plan and Budget
- Implement intensive advocacy campaign for Peace Corps' FY2016 budget
- Continue to implement the Peace Corps Community Directory project with PCI
- Launch NST inaugural Cuba trip and planning trips to Iran and Cuba in 2016
- Expand and support NPCA affiliate groups

Revised 2014-18 Strategic Plan – As a result of the recent changes in group and individual membership policy and the revised strategy for marshaling private sector resources for the Peace Corps community, modifications to the current strategic plan were proposed by the President & CEO. Changes include adjustments in language related to members and affiliate groups, and the inclusion of a third goal: Increasing the global development impact of the Peace Corps community.

MOTION 1

Resolved: That the NPCA Board of Directors approves the 2014-18 Strategic Plan as revised. Policy 2015013A

The motion by Blumhorst was seconded and carried unanimously.

2016 Annual Operating Plan – The proposed Annual Operating Plan flows from the Revised Strategic Plan. As we transition into 2016, the NPCA is experiencing the most transformational period in its 36-year history. The plan for the new Peace Corps Community Fund sets ambitious financial and programmatic goals which are supported by the activities reflected in the proposed Annual Operating Plan, as well as the proposed budget.

MOTION 2

Resolved: That the NPCA Board of Directors approves the 2016 Annual Operating Plan as presented.

The motion by Blumhorst was seconded and carried unanimously.

Chair of the Community Fund Advisory Committee – The Advisory Committee’s responsibilities are two-fold: create and oversee Community Fund policy and programs, and fundraising. The Advisory Committee Chair, envisioned to be a Board Director, provides strategic leadership to the Committee. In consultation with Carlton & Company and the NPCA President & CEO, and following interviews with prospective candidates, **the Board Chair appointed Corey Griffin as Chair of the Community Fund Advisory Committee.**

Pending Applications for Affiliation – Three groups submitted applications for formal affiliation with NPCA this quarter. The current procedure is that those applications must be approved by the NPCA Board of Directors (see Bylaws Section 5.02). In the opinion of staff, all three groups have organizational purposes that are in general agreement with those of the NPCA.

MOTION 3

Resolved: That the NPCA Board of Directors approves the application of Southern Oregon Returned Peace Corps Volunteers as an Affiliate Group of the NPCA.

The motion by Blumhorst was seconded and carried unanimously.

MOTION 4

Resolved: That the NPCA Board of Directors approves the application of Returned Peace Corps Volunteers at the Department of Transportation (RPCVs at DOT) as an Affiliate Group of the NPCA.

The motion by Blumhorst was seconded and carried unanimously.

MOTION 5

Resolved: That the NPCA Board of Directors approves the application of Friends of Mozambique as an Affiliate Group of the NPCA.

The motion by Blumhorst was seconded and carried unanimously.

Treasurer/Finance Committee Report – *Dennis Grubb, Treasurer*

The quarterly financial report (July-Nov) contains several non-balance sheet milestones including:

1. The recommendation of the Finance Committee that the Board approve the Community Fund concept.
2. The establishment of an Investment Subcommittee (Messrs. Grubb, Greig, Barclay) prior to the establishment of the endowment, the NPCA Legacy Fund.
3. The initial establishment of an endowment fund of \$10,000 to be managed by the Silicon Valley Community Foundation, managers of the Global Leaders Fund.

2016 Operating Budget – At its November 30, 2015 meeting, the Finance Committee reviewed the proposed 2016 Operating Budget and approved the 2016 Planned Budget with a targeted net gain of \$100,000. The Finance Committee recommends similar approval by the Board of Directors.

MOTION 6

Resolved: That the NPCA Board of Directors approves the 2016 Annual Operating Budget as presented.

The motion by Grubb on behalf of the Finance Committee was carried unanimously.

Governance Committee Report – *Jane Bardon, Chair*

Northeast special election results – **Susan Senecah** (Samoa 1973-76) was elected as Member-Elected Director for the Northeast Division to fill the vacancy left by the resignation of Ruth Senchnya.

Governing Documents Completed – 1) Member-Elected Directors Role and Responsibilities (updated per the 2015 Bylaws), 2) Committee Chair Guidelines, 3) Task Force Charge Template, 4) Prospective Director Referral Form, 5) Affiliate Group Network Advisory Committee Charge

Motion to Delegate Group Affiliation Approval Responsibility – The NPCA Bylaws state that it is the responsibility of the Board to approve all group affiliations. Since the Board meets only quarterly, there could be a three month delay between the time a group requests approval and the final approval by the Board. The Governance Committee recommended that the Board adopt the following resolution to ensure decisions to accept Affiliate Groups are made in a timely manner:

MOTION 7

Resolved: That the NPCA Board of Directors delegates its authority to accept Affiliate Groups, as specified in Section 5.02 of the Bylaws, to the Executive Committee. The Board retains its authority to determine the requirements for Affiliate Group status (Section 5.01) and to revoke Affiliate Group status as stated in Section 5.04 of the Bylaws. Policy 2015014M

The motion by Bardon for the Governance Committee was carried unanimously.

Business and Development (B&D) Committee Report– *Sandra Bunch, Chair*

The work of the Committee has included:

- **Community Fund Development and Donor Cultivation** – as covered in the President’s report.
- **Shriver Dinner Plan:** including a “Toolkit” to guide potential hosts.
- **B&D Charge and Action Plan** – updated to align with the new Community Fund plan and current NPCA strategic priorities. The top tier priorities for 2016 include: Shriver Dinner donor cultivation, Shriver’s Circle Weekend, Community Fund Leadership.
- **Board Emeriti Program** – Director Hank Ambrose is the liaison between the Board of Directors and the Board Emeriti, providing focus and leadership to the Board Emeriti initiative.
- **NPCA Endowment** – B&D will help fine-tune policy details led by Director Janet Greig.
- **Board Member Action Plan** – revisited to promote Director involvement in fundraising.

Policy and Advocacy Committee Report – *Angie Harris, Chair*

Committee activities:

- **District Office Meetings** – 55 District Office Meetings were known to be held as of September 30.
- **Peace Corps Funding** – Continue to send our message to fully fund President Obama’s FY2016 budget request of \$410 million
- **Hill Briefing** – Working with Peace Corps Caucus and agency on global women’s empowerment and education features Glenn, Rep. Farr and Director Hessler-Radelet.
- **Advocacy Fundraising Appeal** and identifying **Advocacy Coordinators** in process
- **Road Trips** – JM to OH, PA, MI, IA, MN, FL, NY and Jonathan to SC, GA, AL and MS

- **Peace Corps Champion Sam Farr to retire from Congress** at the end of January 2017.
- **Peace Corps 10,000** – promote steady growth to return to 10,000 volunteers in the field
- **Clean Cookstoves Legislation** – support planned
- **Revive “RPCVs for Environment and Sustainable Development”** affiliate group
- **Peace Corps Health Justice** - Monitoring status of agency efforts
- **UN Consultancy Status for NPCA** – under consideration by Committee

PCC 2016/55th Advisory and Steering Committee Report – *Chuck McConnell, Chair*

- **Dates** – Thursday September 22 – Saturday September 24, 2016.
- **Venue** – Marvin Center and Lisner Auditorium at George Washington University
- **Committee** – representatives from affiliate groups in the D.C. area, Peace Corps, NPCA board and staff
- **Themes** – 1) Global Health, 2) Environmental Sustainability, 3) Peace and Security, 4) Economic Development, and 5) Equality & Justice
- **September 26** – The agency has signaled that it will have no role for any event planned for that day. Metro area RPCV groups have expressed – guarded – interest in organizing something.

Next Step Travel Task Force – *Janet Greig, Chair*

- The NST trip to Cuba was successful. Two more trips scheduled for 2016. This trip brought in \$18,000. Year to date income from NST is \$22,750 (against expenses of \$5,557).
- NPCA has a contract signed with Arizona State University and their Peace Corps prep program to travel to the Dominican Republic next March through Discover Corps.
- NPCA signed a contract with Global Exchange and is collaborating with Peace Corps Iran Association for Iran trip in May-June 2016.
- Working on Business plan to be delivered February 2016.

Adjournment – *Joby Taylor, Board Chair*

It was moved, seconded and carried that the meeting be adjourned at 9:48 PM Eastern Time.

DIRECTORS: Please refer to the December 7, 2015 Board Book for the complete text of the President’s Report and the reports of the Standing Committees, Advisory Committees and Task Forces.

***Jane Bardon, Secretary
NPCA Board of Directors***