

**National Peace Corps Association  
BOARD OF DIRECTORS MEETING  
Shawnee Institute, Shawnee on Delaware, PA  
August 26, 2018  
Meeting Minutes**

**Directors Present:** Nikole Allen (incoming), J. Henry (Hank) Ambrose, Dan Baker (incoming), Keith Beck, Glenn Blumhorst (*ex officio*), Sandra Bunch, Patrick Fine, Elizabeth Genter (incoming), Katie Long, Jed Meline, Robert Nolan (incoming), Mary Owen, Tom Potter, Maricarmen Smith-Martinez, Edward van Luinen (incoming)

**Directors Present via Zoom:** Chip Levensgood

**Directors Absent with Apology:** Randy Adams (outgoing), Jayne Booker (outgoing), Bridget Davis, Corey Griffin, Rhett Power, Mariko Schmitz (incoming), Susan Senecah (outgoing), Linda Stingl (outgoing)

**Staff Present:** Anne Baker (Vice President), Kevin Blossfeld (Finance and Administration), Ella Dowell (Community Technology Systems), Kemi Tignor (Development)

**Call to Order** – Hank Ambrose

The Board Chair called the Meeting to order at 8:18 AM Eastern Time. A quorum was present.

*The motion by Patrick Fine to approve the agenda as published in the Board Book carried.*

**Minutes Review** – *The motion by Keith Beck to approve the June 4, 2018 minutes as published in the Board Book was seconded and carried.*

**Interim Action by the Executive Committee** – Hank Ambrose

The Executive Committee took the following action in the period since the last board meeting.

**BOARD ACTION 1 - July 27, 2018**

Resolved: That the National Peace Corps Association (NPCA) Board of Directors approve (1) proceeding to pursue the 1500 North Capitol Street, Washington, DC site for the new NPCA office including the retail space and (2) granting the NPCA President/CEO, in consultation with the Executive Committee and legal counsel, the authority to conclude agreements with the developer along the lines of the Letter of Intent/Lease and with a tenant for the retail space.  
*The motion by Ambrose was seconded and carried 14 - 1 (with three absent).*

**Governance Committee Report** – Hank Ambrose

Oh behalf of the committee, the chair presented the results of this year's elections.

### **2018 Member-Elected Director Elections**

The Governance Committee welcomes the following Member-Elected Directors who were elected by the constituents during the May to June 2018 voting period. They are hereby seated as voting members of the Board:

#### **Three-year term: 2018-2021**

- **Nikole Allen** (Ethiopia 2009-2013) - Northeast
- **Elizabeth Genter** (Kenya 2010-2012) - Europe, North and East Africa
- **Edward van Luinen** (Republic of Guinea 1987-1989) - Mid-Atlantic and Nationwide

### **2018 Affiliate Group Network Coordinator Elections**

The Governance Committee welcomes the following Affiliate Group Network Coordinator who was elected by the affiliate groups during the same May to June 2018 voting period. Now seated as a voting member of the Board and its Executive Committee:

#### **Two-year term: 2018 - 2020**

- **Mariko Schmitz (Vanuatu 2002-2004) - Affiliate Group Network Coordinator**

### **Board-Elected Directors Nominations and Elections**

**MOTION 1: The Governance Committee nominates the following as Board-Elected Directors for the designated terms to begin immediately upon their election and continue until their successors are seated.**

- **Corey Griffin** (Headquarters Staff 2012-2015) - 2018-2021
- **Rhett Power** (Uzbekistan 2000-2001) - 2018-2021
- **Maricarmen Smith-Martinez** (Costa Rica 2006-2008) - 2018-2021
- **Robert Nolan** (Zimbabwe 1997-1999) - 2018-2020
- **Daniel Baker** (Bolivia 1999-2002, Timor Leste 2002-2003, Staff 2003-2017) - 2018-2019

*The motion by the Governance Committee was approved unanimously.*

### **Recognition of Directors whose terms have been completed**

**MOTION 2: The NPCA Board of Directors resolves that we acknowledge and express our appreciation for the commitment and service of the following Directors whose terms are now completed. We further recommend that they be offered Board Emeritus status.**

- **Randolph (Randy) Adams** – Member-Elected, Mid-Atlantic and Nationwide (2015 – 2018); Board Vice Chair (2016 – 2017); Community Fund Steering Committee Chair (2017 – 2018)
- **Jayne Booker** -- Board-Elected (2011 – 2018); Board Secretary (2016 -2018); co-chair of the Business and Development Committee (2013-2014); NPCA Awards Advisory Committee Chair (2017 – 2018); Governance Committee (2012-2018)
- **Sue Senecah** – Member-Elected, Northeast (2015 – 2018); Policy and Advocacy Chair (2017 – 2018)
- **Linda Stingl** – Member-Elected, Europe, North and East Africa (2015 – 2018), Fundraising Committee

*The motion by the Governance Committee was approved unanimously.*

**Recognition of Directors who resigned prior to completion of their terms:**

**MOTION 3: The NPCA Board of Directors resolves that we acknowledge and express our appreciation for the commitment and service of the following Directors who resigned before completion of their terms.**

- **Madelyn (Maddie) Kadas** – Board-Elected (2017 - 2020); Fundraising Committee; Governance Committee; resigned 2018
- **Kelly Parsons** – Board-Elected (2017 – 2020); Fundraising Committee Chair (2017); resigned 2017
- **Tai Sunnanon** – Board-Elected (2016 – 2019); Board Vice Chair (2017 -2018); Governance Committee Chair (2017 – 2018); resigned 2018

*The motion by the Governance Committee was approved unanimously.*

**Officer Nominations and Elections**

**MOTION 4: The Governance Committee nominates the following as officers of the Board of Directors for a one-year term (2018 – 2019) to begin immediately upon their election and continue until their successors are seated:**

- **Board Chair:** Maricarmen Smith-Martinez (Affiliate Group Coordinator 2014 - 2018; Board-Elected Director starting at this meeting)
- **Vice Chair:** Jed Meline (Member-Elected Director – Asia and the Pacific Division since August 2017)
- **Secretary:** Rhett Power (Board-Elected Director since December 2017)
- **Treasurer:** Patrick Fine (Member-Elected Director – West, Central and Southern Africa Division since September 2016)

*The motion by the Governance Committee was approved unanimously.*

The incoming chair, Maricarmen Smith-Martinez, thanked the immediate past chair, Hank Ambrose, for his leadership over the last year. She chaired the remainder of the meeting from this point forward.

**President's Report – Glenn Blumhorst**

Glenn expressed his appreciation to outgoing board members and officers, with particular thanks to Hank. We're coming off of a great Peace Corps Connect (PCC) conference, guided on staff primarily by Kevin Blossfeld.

NPCA's principal priorities during this last quarter included the following:

- Health Justice Hill Day and House-targeted advocacy for health legislation
- Affiliate Group annual renewals (approximately 155 completed or in progress)
- PCC 2018 program development, registration and sponsorship
- PCC 2019 venue secured and dates (June 20-22) locked in
- *WorldView* redesign and negotiation of Peace Corps subscription
- NPCA office relocation assessment and planning
- Board-elected director nominations and 2018-19 officers nominations

The draft teleworking policy was tabled at the last meeting, pending review by the Nonprofits Insurance Alliance Group (NIAG) employment risk manager. They responded that the policy was comprehensive and well put together and that there were no concerns from a risk management angle.

**MOTION 5: Resolved that the NPCA Board of Directors approve the employee teleworking policy as presented, to be effective immediately.**

*The motion by Patrick Fine was seconded and carried unanimously.*

**Treasurer/Finance Committee Report – Patrick Fine**

Patrick provided a picture of NPCA's financial status at the midway point in the fiscal year. The increase in NPCA's net deficit position presents a challenge for us to overcome. As noted in past reports, the NPCA Board should support management's efforts to eliminate the deficit. In addition to NPCA spending more than it takes in during most months, a contributing factor is the weak performance of the Association's two endowments.

A second challenge facing NPCA is the planned move to the new office. The new space meets our mission, offers opportunities to better serve our community and has significant fundraising potential, yet there is a risk in the form of additional cost and increased workload on staff.

The Association's 2017 audit was completed in early August and NPCA received an unqualified audit opinion that the financial statements accurately present NPCA's financial position.

Patrick presented a slight modification to NPCA's investment policy:

**MOTION 6: Resolved that the NPCA Board of Directors approves the clarification regarding the method of calculating annual distributions within the Investment Policy as presented.**

*The motion by the Finance Committee passed unanimously.*

**Intern/Fellows Working Group Report - Maricarmen Smith-Martinez**

**MOTION 7: The NPCA Board of Directors approves the establishment of a Human Resources Committee on the NPCA Board.**

*The motion by the Working Group was approved unanimously.*

**Community Fund Steering Committee Report – Glenn Blumhorst**

Glenn expressed gratitude to Randy Adams for his leadership in putting policies, procedures and structure in place. The Community Fund has potential to scale up considerably.

**Fundraising Committee Report – Glenn Blumhorst**

The committee set our goals for fundraising.

**SilkStart Task Force Report** – *Maricarmen Smith-Martinez*

The Task Force conducted a final meeting to consider its purpose and charge. Overall, SilkStart is functioning well for groups and has great institutional support in the Community Technology Systems Coordinator. However, the Task Force offers several key recommendations for Board consideration, relating either directly to the SilkStart platform or tangentially to its impact on the Affiliate Group Network (AGN) and/or overall NPCA community. The Task Force delegated any future questions relating to affiliate groups to the AGN Advisory Committee (AGNAC). Finally, the Task Force concluded that it had achieved its purpose and is now dissolved.

**Policy and Advocacy Committee Report** – *Jed Meline*

The Committee seeks to heighten NPCA board directors' knowledge of and support for advocacy efforts, especially the member-elected directors because of their access to the affiliate group Advocacy Coordinators. A number of ideas are included in the Committee's guidance to the incoming Committee members.

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

Katie thanked Kevin Blossfeld for his work on PCC 2018. PCC 2019 will be in Austin, TX from June 20-22. Heart of Texas Peace Corps Association (HoTPCA) will host PCC, with a focus on social entrepreneurship, technology and innovation. They would like to bring in more younger RPCVs.

**Awards Advisory Committee Report** – *Tom Potter*

The committee did a great job selecting very deserving individuals for NPCA's annual awards, the presentations of which were highlights of the conference. We are pleased by the involvement of families of those in whose name the awards are given are involved with the selection committees, including David Wofford, Teddy Shriver, and Mary Ruppe Nash. Please help steer nominees to the website and to NPCA.

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

We restructured the AGNAC this year to consist of Member-elected Directors with quarterly priorities (e.g., Ruppe Award nominations, POTUS letter). The input from the Affiliate Group Network Annual Meeting (AGNAM) yesterday includes what groups expect from NPCA and what we should expect from groups. Mary Owen is the liaison to a task force to do a community survey.

**Executive Session** – *Maricarmen Smith-Martinez***Adjournment** – *Maricarmen Smith-Martinez*

*It was moved, seconded and carried that the meeting be adjourned at 1:40 p.m. Eastern Time.*

*Rhett Power, Secretary  
NPCA Board of Directors*