



ServeNebraska Commission

Board Meeting Minutes

October 31, 2014

NOTE TAKER: <i>Janet Schmidt</i>	LOCATION: <i>UNO Community Engagement Center 6001 Dodge Street, Omaha NE</i>	DATE: 10/31/14	TIME: 10:00 a.m. to 12:00 Noon	DURATION: hours mins
PURPOSE: Quarterly Commission Meeting	ATTENDEES Commissioners Present: Gregg Christensen, Nancy Faber, Sally Ganem (joined at 11:45 a.m.), Tanya Hansen, Denise Kollath, Diane Mallette, Jamie Moore, Julie Nash, Matt Schulte (joined at 10:15 a.m.), Kevin Warneke, and Sara Woods Commissioners Present via Phone Conference: Ron Sedlacek Staff Present: Cathy Plager and Janet Schmidt. Guests: Barb Taylor			

BUSINESS MEETING – CALL TO ORDER

The business meeting was called to order at 10:09 a.m. by Commission Chair Nancy Faber. Janet Schmidt called roll to determine a quorum of ten voting members of the Commission in order to conduct business. A quorum of ten voting members was present.

Commission Chair Nancy Faber thanked the host for the Commission Meeting, Commissioner Sara Woods, for arranging for the facility and lunch today. Barb Taylor, nursing student at Clarkson College attended the meeting as part of a requirement of her studies.

PUBLIC COMMENT – None

APPROVAL OF CONSENT AGENDA – Nancy Faber, Commission Chair

Commissioner Jamie Moore asked the financial reports be removed from the consent agenda for discussion. Staff was asked to provide information on how the Commission will meet the \$40,000 match shortfall. Staff gave some examples of match that would be coming in by the end of December, such as \$20,000 given to ServeNebraska by the Cornhusker Motor club to be spent on the Nebraska Game and Parks and YouthBuild project for public park disability accommodation project. Staff was asked to provide the Fund Advisory-Sustainable Infrastructure Committee with a list of match sources for the 2014 Administration Grant.

1. *Approval of Minutes – July 25, 2014 Commission Meeting Minutes*
2. *Approval of Agenda – October 31, 2014 Commission Meeting Agenda*
3. *Approval of Commission Financial Report – Operation & Sub-grant Expenditures ending September 30, 2014*
4. *Administrative Match Report ending September 30, 2014*
5. *ServeNebraska Fund Update ending October 9, 2014*
6. *Executive Director's Report*
- 7.

Motion #1: Commissioner Warneke moved that the financial reports be removed from the consent agenda.
Second: Commissioner Jamie Moore seconded the motion.
Vote: 10 -Yes; 0-No, 0-Abstension Motion carried.

Motion #2: Commissioner Moore moved that the financial reports and remaining consent agenda items be approved.
Second: Commissioner Hansen seconded the motion.
Vote: 11-Yes; 0-No, 0-Abstension Motion carried.

EXECUTIVE SESSION

Motion #3 Commissioner Schulte moved that the Commission enter into Executive Session at 10:25 a.m.
Second: Commissioner Mallette seconded the motion.
Vote: 11-Yes; 0-No, 0-Abstension Motion carried.

Motion #4 Commissioner Christensen moved that the Commission move out of Executive Session at 11:05 a.m.
Second: Commissioner Kollath seconded the motion.
Vote: 11-Yes; 0-No, 0-Abstention Motion carried.

STANDING COMMITTEE REPORTS

- **Executive Committee – Nancy Faber**
First Lady Sally Ganem was asked to speak about the 20th Anniversary Celebration and Wendy Spencer's visit. She said CNCS CEO, Wendy Spencer, was very impressed with the Commission and AmeriCorps programs in Nebraska. Wendy was able to visit several AmeriCorps programs and met hundreds of people that are tied to national service in Nebraska. The 20th Anniversary Celebration dinner went very well. First Lady Sally Ganem said that Wendy has been in contact with her since the visit and extends her greetings and thank you for the hospitality she received during her visit.
- **AmeriCorps & National Service Committee—Sara Woods**
The Committee met on June 9th to determine formula grantees. The 2013-14 programs ended on August 2014. The Campus Compact program was closed down on July 29, 2014. 2014-15 programs began implementing service on Sept. 1st. NCCC teams were in Nebraska this summer. The Pilger team provided over 1200 hours of service. The NCCC Beaver Crossing team provided 2,020 hours of service. On Sept 12, 2014 over one hundred AmeriCorps members were present and First Lady Sally Ganem led the AmeriCorps pledge. Unfortunately, the service project scheduled for that afternoon was canceled due to inclement weather. On October 3, 2014 one hundred fifty-three AmeriCorps members attended the AmeriCorps Conference. In program year 2014-15 ServeNebraska has two VetsSuccess programs: Lutheran Family Services in partnership with Bellevue University and the University of Nebraska Omaha. ServeNebraska's competitive Request for Applications will be released next week. Mayor's Day of Recognition is set for April 7, 2015.
- **Community Volunteering—Denise Kollath**
The Committee met on September 26th and reviewed the Committee's strategic action plan for progress made. Committee members discussed whether the Volunteer Ambassador partnership is with the ambassador or the ambassador's organization. Committee members did make individual calls to encourage the volunteer ambassadors. Con Agra expressed an interest in having the Committee work with them on the possibility of using their volunteer service system to collect volunteer data. ServeNebraska Week is set April 11-18, 2015. Commissioner Kevin Warneke and Executive Director Cathy Plager visited with Blue Cross/Blue Shield twice and met with an individual who encouraged ServeNebraska to complete a community grant application which goes to their selection committee. ServeNebraska has applied for a \$12,000 grant. In the first week of December, ServeNebraska will be notified of the Committee's decision on the grant application. A Global Youth Service Day (GYSD) grant has been submitted for \$14,000. ServeNebraska's GYSD application will go out to all schools as part of the "Great American Cleanup" materials sent out by Keep Nebraska Beautiful in December. Governor's POL awards have been retired and the last ceremony will be held on November 10, 2014. The Committee is looking forward to developing new volunteer awards to be presented in 2015.
- **Fund Advisory/Sustainable Infrastructure Committee—Jamie Moore**
The Committee met in August and will meet today after the Commission Meeting.
 - *ServeNebraska Fund Balance:* \$26,709
 - *Commissioner Recruitment:* Jamie reported that there are six mandated and two priority vacant positions on the Commission that will need to be filled. The Committee will address this during its December 2014 meeting.
 - *ServeNebraska 20th Anniversary Update:* There was almost 100% commissioner attendance. Jamie thanked the members of her Committee: Denise, Diane, Tammy Bailey, and Kevin Warneke. She also thanked those commissioners responsible for the corporate sponsorships the Commission received as a result of the work of Commissioners Ron Sedlacek, Diane Mallette and Kevin Warneke.
 - *2014 ServeNebraska Capital Campaign:* Payroll deductions in January will begin for the Community Services Campaign contributions ServeNebraska has received. Invoices will be sent out to commissioners for their annual financial commitment.

OLD BUSINESS

- **2014 By-law Revisions**
Discussion: Good supporting policies are in process. Some of the policies and procedures are contained in the commissioner handbook. The Fund Advisory-Sustainable Infrastructure will be working on a Commission Policy Manual.

Motion #5: Recommendation was made by the Fund Advisory/Sustainable Infrastructure Committee that the bylaws be approved as revised with the following additional revision: Under Article 6, add the word "at" at the end of the sentence *present at the meeting*.

Vote: 11 -Yes; 0-No, 0-Abstention Motion carried.

NEW BUSINESS

- **Nominating Committee for Chair Elect Position:** Since a Policy Manual has not been developed and the revised Commission Bylaws do not contain the succession plan voted on earlier this year, no nominating committee will be selected for the Chair-Elect officer position.

Motion #6: Commissioner Moore resolved that Commissioner Matthew Schulte shall serve as Commission Vice Chair performing the duties as assigned or deemed necessary by the Commission Chair until new policies and procedures are created and put into place.

Second: Commissioner Hansen seconded the resolution.

Vote: 11-Yes. 0-No, 0-Abstention Resolution passed.

- **Commission Meeting Dates for 2015.**

Discussion: Chair Nancy Faber asked commissioners to share their feelings about what the annual commission meeting schedule should look like. It was decided further discussion was needed and a motion was requested by the Commission Chair to set a meeting date for January 2015.

Motion #7: Commissioner Moore moved that a commission meeting be set for January 16, 2015.

Second: Commissioner Hansen seconded the motion.

Vote: 11 -Yes; 0-No, 0-Abstention Motion was carried.

Thank you to Staff and Commissioners

Commission Chair Nancy Faber thanked all the commissioners and the ServeNebraska staff for their assistance to make Wendy's visit and celebration dinner successful.

Thank you to First Lady Sally Ganem

A thank you was given to the First Lady for arranging the press conference. A thank you gift was presented Sally Ganem in honor of her last Commission meeting in her current position and for her continued gracious support to the Commission for the past ten years. Sally thanked commissioners for the honor and privilege to serve on the Commission.

- **Transition of New Governor Team** – Executive Director Cathy Plager asked commissioners that wanted to serve on the transition team to let her know via email.
- **TRAINING ON FACEBOOK – Tanya Hansen**
Commissioner Hansen conducted a training on how to use Facebook.

ANNOUNCEMENTS – Nancy Faber

- Partnership AAA and Nebraska Game & Parks/Omaha YouthBuild AmeriCorps and ServeNebraska
- ServeNebraska Week: April 11-18, 2015
- Reminders
 - Commission Meeting Hosts: Please arrange for conference call option
 - Reminder to submit in-kind including mileage to meetings and in-kind professional services and give to staff.

ADJOURN – Nancy Faber, Commission Chair

There was no further business to come before the Commission and the meeting was adjourned at 12:00 Noon. The voting record is attached to these minutes.

Submitted by, _____ Approved by, _____
Janet L. Schmidt, Fiscal/Operations Officer Nancy Faber, Chair

ServeNebraska Commission Meeting
VOTE RECORD
 Date: 10-31-2014

*Ex-Officio Non-voting Commissioners

NAME	Attendance	Motion 1	Motion 2	Motion 3	Motion 4	Motion 5	Motion 6	Motion 7	Motion 8
Commissioner Name	P = Present NP = Not Present NV = Non-Voting AB = Abstain	Motion to remove the financial reports off the Consent Agenda.	Motion to that the financial reports and the Items on Consent Agenda be approved.	Motion to move into Executive Session.	Motion to move out of Executive Session.	Approval of Bylaws with one revision	Be it resolved that Matthew Schulte continue to serve as Vice-Chair	Approve 2015 Commission Meeting Dates	
Bailey, Tami	NP-EXC								
Christensen, Gregg	P	Y	Y	Y	Y	Y	Y	Y	
Faber, Nancy	P	Y	Y	Y	Y	Y	Y	Y	
Ganem, Sally	P-Joined at end	--	--	--	--	--	--	--	
Hansen, Tanya	P	Y	Y	Y	Y	Y	Y	Y	
Kollath, Denise	P	Y	Y	Y	Y	Y	Y	Y	
Mallett, Diane	P	Y	Y	Y	Y	Y	Y	Y	
Moore, Jamie	P	Y	Y	Y	Y	Y	Y	Y	
Schulte, Matthew	P-Joined Late	--	Y	Y	Y	Y	Y	Y	
Sedlacek, Ron	P	Y	Y	Y	Y	Y	Y	Y	
Sellentini, Jerry	P	Y	Y	Y	Y	Y	Y	Y	
Warneke, Kevin	P	Y	Y	Y	Y	Y	Y	Y	
White, Rose	NP-EXC	--	--	--	--	--	--	--	
Woods, Sara	P	Y	Y	Y	Y	Y	Y	Y	
TOTAL		10	11	11	11	11	11	11	
Heriot, Jean *	NP-Joined Late								
Nash, Julie *	P								

- Rep of Corporation for National & Community Service, Julie Nash
- Rep for Service Learning in Higher Education Jean Heriot

QUORUM REQUIRED by BYLAWS: 10
 NUMBER PRESENT in Person: **11 including plus 2 non-voting = 13**
 NUMBER PRESENT by Teleconference: