



# ServeNebraska Commission

## Commission Annual Meeting Minutes

July 22, 2016

<b>NOTE TAKER:</b> <i>Tessa Tichy</i>	<b>LOCATION:</b> <i>The Daugherty Center Hastings College</i>	<b>DATE:</b> 07-22-2016	<b>TIME:</b> 11:00am-1:30pm	<b>DURATION:</b> 2hours 30mins
<b>PURPOSE:</b> <b>Quarterly Commission Meeting</b>	<b>ATTENDEES:</b> <b>Commissioners Present:</b> Jean Heriot, Nancy Faber, Diane Mallette, Ron Sedlacek, Gregg Christiansen, Nick Marion, Deborah Neary, Susan Rocker, Julie Nash, Jamie Moore <b>Staff Present:</b> Cathy Plager, Audrey Jackson, Tessa Tichy <b>Guests:</b> Troy Gagner, Jennifer Lewis			

**BUSINESS MEETING – CALL TO ORDER** – Diane Mallette, Commission Chair

**ROLL CALL** – Tessa Tichy, ServeNebraska Staff

**PUBLIC COMMENT** – Diane Mallette  
-Is there anyone from the public that we would like to recognize?

**INTRODUCTION OF NEW COMMISSIONER** – Diane Mallette  
SN Chair Diane Mallette welcomed everyone to the meeting. Diane sends her appreciation to Nancy Faber, former chair of ServeNebraska, for the time she spent transitioning Diane into the current Chair position.

**INTRODUCTION OF NEW STAFF AND STATUS OF HIRING STAFF** – Cathy Plager, ServeNebraska Staff  
Introduction of Tessa Tichy who will be our temporary Staff Assistant until December. Tessa is in charge of making sure that we have a wonderful and successful Step Forward Awards in October. Tessa has been reaching out to the public and updating social media for the awards ceremony.  
ServeNebraska has also received an additional \$50,000 from the corporation to bring on 2 new temporary staff members. One of those will be for marketing. We are amazed by the qualifications of candidates whose applications we have received. We are also waiting on a VISTA member to take on our Disaster piece. The position for Fiscal Operations Manager closes on Monday (7/25). We hope to interview within the first week of the close of the position. We have not yet seen the applicant pool for this position. ServeNebraska has also received training and technical assistance funds. We have sent over to administrative services to get a staff assistant position reclassified to a Program Officer. We are currently monitoring 14 programs, half of each Program Officer position will be coming out of the training and technical assistance grant with the other half of the Program Officer salary will be coming out of administrative grant.

**APPROVAL OF CONSENT AGENDA** – Diane Mallette

- April 22, 2016 Meeting Minutes
- July 22, 2016 ServeNebraska Commission Agenda
- Executive Director’s Report

**Motion #1:** Commissioner Jamie Moore moved to remove the minutes from April 22, 2016  
**Second:** Commissioner Gregg Christensen seconded the motion.  
**Vote:** 8-Yes; 0-No, 0-Abstention Motion was passed.

**Addition to April 22 Minutes** – Jamie Moore, Commissioner  
It is my recommendation that the following be included in the minutes for April 22 after Introduction of America’s Service Commission and before announcements.

Nancy thanked everyone for their hard work, being a great commission, and the opportunity to serve. She then highlighted some of the events and accomplishments during her chairmanship. They were:

- ServeNebraska Week continuing to reach out to Citizens encouraging them to volunteer.
- A strategic plan developed for the next 3 years with implementation planning spearheaded by the committee chairs
- The Awards Program revamping with input from the Governor. It was a huge success in 2015.

Exploration of the Minnesota Reading Program. Nancy extended a special thanks to the Reading Specialist, Commissioners, who attend the meeting and the King Science Center Staff and Administration.

**Motion #2:** Commissioner Jamie Moore moved to approve the consent agenda with her additions.  
**Second:** Commissioner Susan Rocker seconded the motion.  
**Vote:** 8-Yes; 0 -No, 0-Abstention Motion was passed.

## STANDING COMMITTEE REPORTS

- **Executive Committee – Diane Mallette**  
We brought chairs of commission together to give summaries of their areas. Nancy, Cathy, and Diane met to go over transition and had a brief meeting; however, the information given by Cathy and Nancy will be helpful and is much appreciated.
- **AmeriCorps & National Service Committee—Susan Rocker, Chair**  
We have been hard at work doing full monitoring. As a result, great guidance has been given and \$3,000 in disallowances have been given out due to lack of criminal background checks done by programs

Policies that have been approved:

Criminal History Checks: CNCS regulation requirement for people who work in covered positions, people who receive living allowance, stipend, and protects people who work with program members. Changes to this form were minor. The disallowance matrix and fine assessments were added.

Match Policy: This form outlines ServeNebraska's match policy as well as specific match policies that AmeriCorps sub grantees must adhere to.

**Motion #3:** Commissioner Susan Rocker moved to approve Criminal History checks and Match Policy.  
**Vote:** 8-Yes; 0 -No, 0-Abstention Motion was passed.

Branding policy: AmeriCorps grants/sub grantees must adhere to this policy. There are no new expectations, but we are changing the document.

Formula and Competitive Funding: Budget handed out describing funding  
(Cathy)ServeNebraska had enough applications come in and were able to fund all of them. We feel really good that we were able to commit to all of our funding as not all commissions were able to do so. On the national level, they are looking to get more involved in rural areas. ServeNebraska has a grant at Scottsbluff and a planning grant with Peru and in Crete. We have reached out to Habitat for Humanity at the national level in hopes that they will help out with a Grand Island location. There are a lot of possibilities. Last year we had about 207 slots, 180 members, and this year we have 210.

State Tax Free Education Award: Few states have such a law, we do know Iowa has a law in place that does not tax the Education Award that is earned by a National Service Member after their year of service. The committee is interested in doing the same. With the budget situation, this may be a tough time, but want to see what we can do. Some things we have done to lay a foundation is to gather data on people who have come into state to serve, people who stick around after they serve. We are interested in seeing if we can do something to move forward with taking out the education award tax.

**Motion 4** Commissioner Susan Rocker moved to move forward with exploring the pursuit on working to eliminate state taxes on the education award. It will be brought to the commission again before moving forward with working to eliminate state taxes.  
**Vote:** 8-Yes; 0 -No, 0-Abstention Motion was passed.

- **Community Volunteering – Nancy Faber, Chair**  
Nancy thanked Denise for having the Chair for so many years. Will be talking to Denise to see if she has anything she can add. Will be adding Jamie to help welcome 150 event. Our next event is Step Forward Awards. I need commissioners to show up and be there in full force. This date is October 28. Would like everyone to join. Second thing, if you know someone who is worthy to receive an award or have connections with companies and churches, etc. This is a great way to recognize. It's a small thing, but it is important and an honor to be recognized. Please take the sponsor and nominee forms with you to those you know. We all have people that we know who can do this. This is not a small task and thank you commissioners who have and are doing this. We also need names of good people to become judges. Every time that you do this you gain some knowledge that you have not had.

ServeNebraska week: April 22

- **Governance & Funding Committee** — Deborah Neary, Chair

Step Forward Awards is one of the best ways we can get people to come and learn about our organization. As board members it is our job to set the meeting, policies, and fundraise. We need to step up and give our personal gifts. If you have not, please pledge or give your gift before leaving today. During Give to Lincoln we brought in \$785. We have had a total of \$1,500 in giving this year. Current commissioners have given \$680 so far this year. We all looked at Minnesota and their board and how they do things. We are using a personal \$100 giving initiative and a give or get \$500 from you or others.

Board matrix sheet: Need each commissioner to check off, can find individuals who can fill in more than one piece. We can find people who are philanthropists and also represent a tribe. We can get creative and fill all of these roles. If anyone knows some of the people on the list, has a personal relationship and can reach out to those on this list?

Does anyone know anyone at Home and Stud?

-Nebraska Community Foundation. Need board to approve current board members as signers. Diane, Ron Cathy, Deb

**Motion #5:** Commissioner Deborah Neary moved to approve current board members as signers.  
**Vote:** 7-Yes; 0 -No, 1-Abstention Motion was passed.

Cathy asked the board to review the budget for the Commissions Training and Technical Assistance Budget in the amount of \$90,090.

**Motion #6:** Commissioner Deborah Neary moved to approve the budget.  
**Second:** Commissioner Jamie Moore seconded the motion.  
**Vote:** 8-Yes; 0 -No, 0-Abstention Motion was passed.

-Board survey will be given out. All answers are anonymous and will need to be done by July 29.

- **150 Commission** – Jamie Moore

We are celebrating next year the 150 of Nebraska. Go to 150.org to see a list of all of the activities going on. ServeNebraska and Impact Nebraska are two of the 15 orgs that were selected by the first lady. The funds have been raised to set up a website. After the celebration, the website will be ours. We are really excited about this. The funder has made a request that we get a couple of statements regarding volunteerism and the importance of this website. Cathy will be in touch to get comments from each commissioner.

The commission has gotten funding to help smaller communities and projects to do what they need to. There are going to be things across the centennial to celebrate. One of the things that we have suggested is to have a traveling museum for children which will cost \$1.4 million. This will go to 50 cities, will be free, and there is a funder who has come forward to foot the bill on this. Things will be going on to celebrate throughout the state about the history of Nebraska and books will be provided to kids. We are looking for a list of activities that will be going on during this time as well. Please go on 150.org and place all of your events on the site. Just fill out the application. There will be things available to buy, all different ways to participate in the events. There will be 2 different membership levels to help put on the spectacular, the first is \$1,500 and the second level will be \$150.

Unfinished business was not addressed due to time constraints.

**UNFINISHED BUSINESS** – Cathy Plager

Disaster (VRC) Training  
Mayors/ County Official/ Tribal Day

**NEW BUSINESS** – Cathy Plager

- **2016 Legislative Update-Ronald Sedlacek**, due to time constraints this was not presented.

- **Recognition of Commissioners Service** – Diane Mallette

- Jamie Moore

We would like to recognize the strong leadership that we have today.

Jamie, we would like to recognize you for your service on our board. This recognition is long overdue for all of the times that you lead this board over the last 21 years.

- Nancy Faber

Nancy, I would like to also recognize you for serving as chair of the commission. You also are a tremendous mentor to me and are a great citizen to the state of Nebraska.

I look forward to having you both as mentors as I continue in the next two years in this role as well.

- **Presentations**

**YWCA Adams County AmeriCorps Program** – Jennifer Lewis

**National Service Appropriations** – Cathy Plager

**Social Innovations Funds NE Children & Families Foundation** – Troy Gagner

**ANNOUNCEMENTS** – Diane Mallette

- Social Media Time
  - Spread the word about the great things you are doing as a ServeNebraska Commissioner, like us on Facebook. If you see something posted please share posts, on LinkedIn, Facebook, twitter
- Thank you Jean Heriot and Hastings College for Hosting this meeting, thank you so much for the wonderful facilities and delicious breakfast and lunch.
- Next Commission Meeting: October 28, 2016 – SN Step Forward Awards ceremony and luncheon. Rose White, with AAA will be hosting the meeting and facility for the Awards program.
- Reminders
  - Commission Meeting Hosts please arrange for conference call option
  - Submit all in-kind services, (including mileage) to staff on in-kind form

**ADJOURNMENT** – Diane Mallette

We are adjourned at 1:52pm

There was no further business to come before the Commission and the meeting was adjourned was adjourned at 1:52 p.m. The voting record is attached to these minutes.

Submitted by, \_\_\_\_\_  
Tessa Tichy, Staff Assistant

Approved by, \_\_\_\_\_

NAME	Attendance	Motion 1	Motion 2	Motion 3	Motion 4	Motion 5	Motion 6
<b>Commissioner Name</b>	P = Present NP = Not Present NV = Non-Voting AB = Abstain	Motion to remove April 22 minutes from the consent agenda.	Motion to approve consent agenda with Jamie's additions.	Motion to approve the match and criminal history check policies.	Motion to explore the elimination of state taxes from the education award.	Motion to approve current commission members as signers.	Motion to approve the budget.
Christensen, Gregg	P	Y	Y	Y	Y	AB	Y
Faber, Nancy	P	Y	Y	Y	Y	Y	NP
Mallette, Diane	P	Y	Y	Y	Y	Y	Y
Marion, Nick	P	Y	Y	Y	Y	Y	Y
Moore, Jamie	P	Y	Y	Y	Y	Y	Y
Neary, Deborah	P	Y	Y	Y	Y	Y	Y
Rocker, Susan	P	Y	Y	Y	Y	Y	Y
Sedlacek, Ron	P	Y	Y	Y	Y	Y	Y
Warneke, Kevin	NP	NP	NP	NP	NP	NP	NP
White, Rose	NP	NP	NP	NP	NP	NP	NP
Woods, Sara	NP	NP	NP	NP	NP	NP	NP
TOTAL							
Heriot, Jean *	P						
Nash, Julie *	P						

\*Ex-Officio Non-voting

QUORUM REQUIRED by BYLAWS: 1/3

NUMBER PRESENT in Person: 8

NUMBER NOT PRESENT: 3

NUMBER PRESENT by Teleconference: 0