

## **CVIP BOARD MINUTES 13 NOVEMBER 2019**

**ATTENDEES** - Barb Sawyer-Koch, Connie Wolfe, Raj Wiener, Stacey Bieler, Joy Shantz, Laura Bowman, Lisa Homeniuk, Anita Turner, Wendy Pope, Bernard Pope, Dottie Schmidt, Pat Klein, Mary Hennessey, Matt Buckley

### **Call to Order**

-Barb Sawyer-Koch leads off meeting

### **Approval of Minutes**

-Motion made to approve October board minutes - approved by all attendees.  
-Per our October meeting, please email any corrections or items omitted from the minutes to Matt Buckley. The corrections will be made and filed to [cvipmsu@gmail.com](mailto:cvipmsu@gmail.com) where they will be stored.

### **Approval of Treasurer's Report**

-October report approved by all attendees

### **Executive Committee Report**

-Barb will be away 11/28 – 12/22, Raj Wiener to lead December board meeting  
-Discussed possible fund-raiser (soup dinner, GLUNA and Lynn Bartley put on such an event) for CVIP to cover transportation expenses, to reward/recognize volunteers with gift card. Conversation ensued regarding tax law, legal issues, 501-C-3, OISS, MSU, logistics of an event. Motion made to revisit after new year.

### **501-C-3**

-MSU General Counsel sent OISS list of documents/information needed from CVIP in order to be absorbed into MSU. 14 items (action steps) were needed, i.e. participants in each program, Lending Center assets, Global Festival. We can now turn over this information to MSU's General Counsel. It's worth noting the quick, efficient responses from CVIP and our affiliated groups.

### **OISS REPORT**

-Per MSU General Counsel, CVIP 501-C-3 dissolution is moving forward.  
-Global Festival – Surveys were given to Global Festival audience, waiting on feedback/data. The 25 student exhibits have gotten the warmest responses thus far.  
-Thanks to all volunteers who made it another great festival.  
- For International Education Week OISS hosting special 'Coffee Hour' in advance of its Thanksgiving Program so participants have a meet and greet before Thanksgiving Day dinner.  
-No staffing updates  
-January orientation will see 12 new international students  
-Had successful fall photo contest (posted fall foliage pictures on-line from international students/scholars). Because of level of participation, hope to continue for all seasons.

### **AD HOC COMMITTEE REPORT**

- Pat Klein presented the report with the committee's recommendations for improving CVIP's outreach, networking, and publicity to attract more students and volunteers.

-Special thanks goes out to Manasi Mishra (Master's student from India) for her dedicated support to this project.

-Upon reading the report and paying particular attention to the "**Top Recommendations for Improving Networking and Outreach**" please email Pat (patrklei@aol.com) with suggestions.

- The thoroughness of this report cannot be overstated. All CVIP participants, members please commend this group's attention to detail and the time and energy put in. I want to personally recognize the ad hoc committees' tremendous volunteerism and care for our organization and MSU's international students and scholars by providing a blueprint for future success.

- The report will be e-mailed with the minutes.

### **GLOBAL FESTIVAL GIFT SHOP**

-Presented by Dottie Schmidt

-Thanks to all volunteers

-Special thanks to Joy Shantz for coordinating with 2 Men & a Truck.

-Special thanks to Bill and Connie Wolfe for setting up art room displays.

-Current estimated profit \$4625 (with more money to collect)

2018 - \$4438

2017 - \$4772

### **Administrative Services Report**

- Any directory updates need to be emailed to Bernard Pope

-Committee reports to be submitted by the first Wednesday of the month

Please send them to all board members and to [cvipmsu@gmail.com](mailto:cvipmsu@gmail.com).

### **Home Visits**

- Fall home visits were Thursday October 24

-4 students participated.

### **Scholarship Committee**

- Spring applications are due the Wednesday before Thanksgiving November 27, 2019.
- Interviews conducted first week of December
- Potential recipients must meet all scholarship criteria in order to be considered, i.e., spouses must both be accepted and enrolled at MSU.
- Discussion ensued regarding same person potentially receiving the scholarship 3 times. No objection, as there are no restrictions to how many times one can be the recipient.

### **STUDENT MARKETING PROJECT**

- Mary Hennessey, Matt Buckley will be CVIP contacts for spring semester marketing project with Dr. Tom Dewitt and his students based on retreat data.

### **I Speak**

- Connie is working with Joy to nail down students for speaking engagements.
- Raj is on recruiting trail to land person(s) for leadership/coordinator role.
- People in mind have taught all over the world, have the skill-set we're looking for, need to find out availability and willingness

### **Important Dates**

GLUNA Human Rights Day Celebration  
December 1  
(Contact Barb for details)

Executive Committee Wednesday December 4  
9:30 a.m. University Lutheran Church

Next Board Meeting Wednesday December 11  
9:30 a.m. University Lutheran Church