

## **CVIP Board of Directors Meeting Minutes**

### **University Lutheran Church**

**Wednesday, November 8, 2017 9:30am**

**Attendance:** Rick Emerson, Mary Hennessey, Lisa Homeniuk, Bernard Pope, Wendy Pope, Dottie Schmidt, Pat Klein, Connie Wolfe, Matt Buckley, Raj Wiener, Joy Shantz, Iris Horner, Larry Karnes, Carol Towl, Don Christensen, Barbara Sawyer-Koch, Marge Weldon, Peggy Arbanas, Marion Chapman-Freemire, Anita Turner.

**Welcome:** Rick Emerson, Board President.

Anita Turner, the current President of Church Women United was introduced to the Board by Marion Chapman-Freemire, as their alternate representative.

**Secretary Volunteer:** Marge Weldon volunteered to record the minutes for today's meeting. A motion was made, seconded and approved to accept the minutes of the October Board Meeting.

**Treasurer's Report:** Bernard Pope

Reported our current Balance is \$15,311.52 The full report was sent out by email and printed copies are available. He and David Horner and Rick Emerson will have to sign new signature cards at the credit union to transfer check writing authority to Bernard. David Horner has agreed to function as treasurer through the Global Festival while Bernard is out of the country.

**Administrative Services Report:** Bernard Pope

Reported that the office continues to be staffed daily, that we have 951 records in our CVIP membership list, the Fall Newsletter was published and sent out as well as the CVIP Directory for 2017-2018. The full report was sent out by email and printed copies are available. Pat Barrett would like feedback on the website from Board members. He will be sending out a survey after Global Festival.

**Fundraising objective - goal and strategy:** Rick Emerson

Reported that during the Board Retreat in September we discussed the idea of a Capital Campaign to raise \$25,000 and that this money should go into the Park CVIP Endowment so that it would continue to fund scholarships in perpetuity. The discussion continued at the Executive Committee meeting and their recommendation is to increase the amount to \$38,000 (to bring the principle value

of the Endowment to an even \$100,000) or even \$50,000. Discussion continued on the amount, time frame, and methods of implementing the campaign. Iris Horner made a motion to approve a Capital Campaign for an amount that would bring the Park CVIP Endowment principle up to \$100,000. Marion Chapman-Freemire seconded the motion. The motion carried without objection.

**Program Funding:** Rick Emerson

Reminded program chairs to forward their wish list to him. "What would you do with your program if you had increased funding and how much would you need?"

**Program Outcomes Worksheet - Home Visits:** Iris Horner

Reported that fall Home Visits for Internationals from VIPP and VETP went well. Host homes preferred the afternoon format. 40 participants visited 8 homes. Iris prepared, and we went over the Program Outcomes Worksheet for the Home Visit Program.

**Global Festival Gift Shop - Final Planning:** Dottie Schmidt

Confirmed that the Gift Shop will open at noon and passed around a volunteer signup sheet.

**OISS Update:** Joy Shantz

Reported that they have been very busy with many programs and activities including a career fair for International Students, a Cedar Point trip, coffee hours, an essay contest and Global Festival. Olin Health Center has purchased an International Student Support program (ISS). International Students with mental health concerns are able to call, text or video chat with a mental health provider in their native language.

**Future Dates:**

**November 12, 2017 - Global Festival**

**December 12, 2017- Board Meeting (Program Outcomes for Global Gift Shop)**

**January 10, 2018 - Board Meeting (Program Outcomes for Scholarships)**

**February 14, 2018 - Board Meeting (Program Outcomes for ISC)**

**March 14, 2018 - Board Meeting (Program Outcomes for ISPEAK)**

**April 11, 2018 - Board Meeting**

**May 9, 2018 - Board Meeting AND Annual Spring Luncheon**

**June 13, 2018 - Board Meeting (Tentative)**

Submitted by Marge Weldon, Secretary Volunteer