

CVIP Board Meeting 10 October 2018

MINUTES

Introduction of attendees –

Marge Weldon, Don Christenson, Bernard Pope, Wendy Pope, Lisa Homeniuk, Molade Osibodu, Stacey Bieler, Laura Bowman, Carlos Fuentes, Rick Emerson, Barbara Sawyer-Koch, Raj Wiener, Pat Klein, Matt Buckley

MINUTES

- Raj Wiener was in Group #2 (previously omitted in report) during breakout session at the retreat on 12 September 2018.
- Molade Osibodu (please correct spelling in board member directory)
- Laura Bowman email is as follows [BowmanLm@gmail.com](mailto: BowmanLm@gmail.com)
- Stacey Bieler is on Lending Center Committee

PRESIDENT'S REPORT

- International Spouse Connection now meets 1:00 p.m. - 2:30 p.m.
- East Lansing Welcomes the World (small participation – possibly due to weather) Driving Right Training School was there (important resource for our int'l community) DrivingRight.org 517.351.0064
- Statement of Volunteer Expectations needs to be signed and returned to Lisa H. Can be found on-line.
- Whole-hearted thank you goes out to OISS for sponsoring our retreat – providing meeting space and meals
- There will be no OISS representative here today due to its bi-annual meeting of Friends of OISS.
- Congratulations to Joy Shantz and her new baby, Rosemary (we miss you, Joy)
- OISS search for a new director continues. More info can be found at International Studies & Programs (ISP) website.

COMMITTEE REPORTS

- Journalist, Karin Fischer from *Chronicle for Higher Education*, interviewed Stacey Bieler re: interaction/impact between international students and the community. Stacey described all eight CVIP programs.
- Stacey gave some short-term international visitors (possibly sponsored by U.S. State Dept.) a glimpse of VETP, by peeking in on one of our free classes.
- Barbara Sawyer-Koch – Lending Center – Need pots, pans, floor lamps, routers and all kitchen appliances.
- Dottie Schmidt not in attendance today, but no change in scholarship report.
- Don Christenson made monetary contribution to CVIP, wound up in wrong department (engineering). Always follow-up after making donations due to similarly named funds at MSU.

GLOBAL FESTIVAL

- Raj Wiener – Festival is Sunday 11 November 2018 3rd Floor of MSU Union. Doors open at Noon. Programs begin at 1:00 p.m. Closing ceremony at 4:30 p.m.
- Thanks to Two Men and a Truck for sponsoring
- 30 student volunteers
- Dottie S. will be working the store
- Donations accepted through October
- No outside food allowed at festival (per MSU)
- Working on logistics of shopping process (time guests enter store to leaving with purchased items).
- \$5000 in revenue from last year's festival
- MSU-FCU has donated \$500
- 5:00 p.m. on festival day – pack up unsold merchandise, Two Men and a Truck will pick up on Monday
- Remember – Set-up begins at Noon on Friday 9 November. Don't forget to sign up to volunteer.

OISS

- No representative here today.

MEMORANDUM OF UNDERSTANDING

- Upon reviewing and editing and making sure spelling and formal names are consistent with how each program addresses itself Barbara Sawyer Koch moved to adopt memorandum with corrections and Rick Emerson agreed to second the motion. All attendees were in agreement.
- Regarding insurance - Are we held accountable to any issue that may arise during our volunteer activities? Barbara Sawyer-Koch will draft letter with our concerns to MSU General Counsel.
- Lisa H. – Should we have attorney review our by-laws? Raj W. knows of attorney.
- Rick Emerson – We can get insurance at a nominal cost for volunteers acting within scope of organization's activities.

RETREAT RESPONSE

- In addressing our greatest needs as a volunteer group - should we focus at the committee level or bring in an outside facilitator?
- Improving public relations off/on campus is a must
- CVIP awareness (all programs)
- Pat K. – Prioritize. What are our main/most important priorities?

BROCHURE

- E-mail ideas/comments to Lisa H.
- "What we do" is now on the front page

ANNOUNCEMENTS

- Wendy Pope – Home visits on 25 October 2018. Meet at University Lutheran Church at 1:30 Visits are 2:00 -3:30
- CVIP Alumni are meeting at Grand Traverse Pie Company in East Lansing on 23 October 2018 at 11:30 a.m.
- Global Festival 11 November 2018