

COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS (CVIP)

Board Minutes
October 12, 2011

Pam Sievers convened the meeting for President David Horner at 9:30 am.

Board Members Present: Peg Arbanas, Bonnie Bankson, Stacy Bieler, Mary Barrett, Carol Bryson, Marion Chapman, Fred Fritz, Cheryl Highstreet, Mitsuko Marx, Erika Nwankwo Larson, Jo Pamment, Dottie Schmidt, Pam Sievers, Carol Towl, Christine Van Nada, and Steffanie White Votta.

Staff Present: Nicole Namy and Jessica Mesaros.

AGENDA: Approved.

ANNOUNCEMENTS:

- Pam offered a toast of sparkling grape juice to celebrate a successful 50th Anniversary.
- Please sign card for Lisa Barron.

OISS/ ISP Dean's Office Report: Fall international enrollment is 5898 – 3341 undergraduates and 2166 graduates. China provides 2213 undergraduates and 751 graduates. 60% of students are provisionally admitted; most will be 5 years students.

The Libyans (exclusive of those who have applied for refugee status) have been extended for one more year.

Governor Snyder has begun Global Michigan Initiative which is intended to encourage highly educated immigrants to come to Michigan as they do not take jobs from Michigan residents and contribute to job creation and innovation.

Nicole Namy

APPROVAL OF SEPTEMBER MINUTES: The second draft of the September minutes was approved as emailed.

TREASURER'S REPORT: September 2011

Accounts at MSU Federal Credit Union

Savings Account

9-01-11 Balance Forward	1278.56
9-03-11 Deposit	500.00
9-24-11 Deposit	700.00
9-26-11 Deposit	100.00
9-30-11 Dividend	<u>.40</u>
9-30-11 Ending Balance	2578.96

Percentage yield: .25% from September 1, 2011 through September 30, 2011

International Friendship Program Account

9-01-11 Balance Forward	450.00
9-30-11 Ending Balance	450.00

Checking Account

9-01-11 Balance Forward	325.85
9-20-11 Deposit	200.00
9-20-11 Check to David Horner for postage to mail 501 (c)3 application	-13.00
9-26-11 Check to State of MI for Non-profit corporation status	-20.00
9-30-11 Ending Balance	492.85

Expenses paid by OISS on CVIP's behalf – September 2011 - Still no report.

Submitted by e-mail 10-11-11

Dottie Schmidt

Report approved.

ACTION ITEMS:

- After clarifying discussion, the Board ***unanimously approved*** name change of the *Speaker's Bureau to International Speakers Program/ I Speak.*
- Carol Bryson motioned that the scholarship award be changed from 3 academic credits to \$2,500.00. After discussion the motion ***passed unanimously.***
- Pan Sievers reviewed the proposed Annual Goals. Steffanie White Votta will review #4 for 501 c3 impact. Mary Barrett raised the prospect of cancelling the January retreat. Discussion indicated thought that a retreat could focus on implementing the strategic goals. Dottie Schmidt motioned to adopt the Annual Goals – version 10-05-2011 – for the year July 2011 – June 2012. ***Passed unanimously.***

OTHER BUSINESS:

- **Newsletter articles are due today!** Stacey Bieler.
- Request for Program Budgets – deferred to November.
- Steffanie White Votta will approach the Nonprofit 501 (C)(3) compliance with a “quality background” perspective.

What could jeopardize the work of CVIP? Please do not use the resources of CVIP for personal use. Do not use the name of CVIP for political purposes or lobbying.

Steffanie will interview each Board member about your process and work so she will better understand the work of CVIP.

Stacey motioned a word of thanks to all who helped get the 501 c3 together and submitted. ***Passed unanimously.***

50TH ANNIVERSARY REPORT: A meeting to evaluate will happen in few weeks. An evaluation will be sent out in the next few weeks. All agreed it generally went well. Some respondents offered that there could have been more chairs, fewer speakers, there was a wait at the food tables, and certain food items - like the pie and baklava- were more popular than others. The first floor food line discouraged many who then went upstairs. Not everyone stayed after

IFP orientation. The balcony was 1/3 full. The lower than expected attendance was more manageable than the planned 500.

Mary Barrett motioned that the Board commend and express our appreciation for the 50th Anniversary's planning Team for their fine work. *Passed unanimously.*

PROGRAM REPORTS

Every Tuesday: Every Tuesday started off with a great turn-out of 24 international ladies from 15 different countries! Many heard about ET from Co-chair Sarah Phillips' personal invitations at the A+ English Language School and the East Lansing Public Library's English conversation group. Others came at the invitation of friends who participated in ET last year.

We are scrambling to recruit new American participants, as we have had five to seven American participants each week; enough for a successful meeting, but we'd love to have a better balance. I have spoken with a couple of women this week who would like to be involved. If you know any women who have Tuesday afternoons available, please mention Every Tuesday in glowing terms. (Thanks to Pam for sending a promising new recruit!)
Submitted by e-mail 10/10/11. Christine Van Nada, ET co-chair

Home Visits: *No Report. Erin Boland*

Global Festival: Despite not everyone attending the 1st meeting, things are coming together. Peg Arbanas is not worried at this point, as we are doing well on securing volunteers. We need help for that Friday and Saturday unpacking boxes. If you have items to donate, please contact the three persons collecting donations. Peg distributed posters, please consider putting up posters, Lillian is the keeper of the gift shop sign-up sheet. Mary is running the welcome table. The next meeting is October 25th at 10:30 am at the 3rd floor conference Room of the Student Union.
Peggy Arbanas

International Friendship Program: We held a very successful orientation on Sunday, Oct 2, 2011, immediately prior to the 50th celebration. We matched 58 students from 15 countries with 55 families; at least 4 were couples or family units. Twenty two of the volunteer hosts were new to the program and one of the new hosts is an alumna of the program – she remembers when her family participated in the program when she was a child!

In addition, we also had four volunteers new to the committee process assist in the interviewing. In early November, the committee will be meeting to evaluate the total experience. This was a big match and consequently, presented many challenges and the committee will explore how we move forward and the risks/ benefits of doing a larger match.

We will do another more formal matching/ orientation in February, on a date yet to be determined.

Student Countries: Brazil, China, Ghana, India, Iran, Jordan, Korea
E-mail submitted 10-11-11. Pam Sievers

Lending Center: The fall opening of the Lending Center went fast and furious.

- We had an overwhelming response of visitors and donations. By the end of August our shelves were already looking empty, but a tremendous influx of donations replenished our supplies, plus we have surplus stacked in the back room ready to be examined, sorted, and brought out as needed.

- We trained 5 new workers to replace the 6 we lost.

- We recycled metals at Friedland Industries and got \$25.30. A new record.

Submitted by e-mail 10-07-11

Erika Nwankwo Larson

Scholarship Program: A letter asking for donations to the CVIP Scholarship Fund has been sent to core faculty in the area studies centers. It will also be given to Church Women United, and as soon as our list of area service clubs is updated, it will be sent to those organizations. The updated scholarship application form is now on the CVIP web site. Soon the notice will be sent to international students telling about the CVIP Scholarship Program, the location of the application form, and the application deadline of Monday, November 28, 2011, for spring semester 2012.

To avoid any confusion about the receipt of donation checks for the Scholarship Fund, the committee is preparing instructions for handling these donations. These instructions will be posted in the CVIP office so they are available for all office workers.

Submitted by e-mail 10-11-11

Carol Bryson

International Speakers Program/ I Speak: We appreciate support and help from Nicole, Anna and Jessica as we kick off our fall schedule of activities

Oct. 5: A pizza supper and orientation meeting of student volunteers were held, giving new and experienced speakers the opportunity to exchange ideas. Nicole led the group through a handout giving general information and helpful suggestions for speakers who will be addressing different types of audiences and age groups. Students heard from Carol about the logistics for matching speakers with assignments – “Watch your e-mail!” Study Abroad students were also included in this meeting, and will be helping us fill requests, especially for speakers from countries that are under-represented on our list of international volunteers.

Oct. 5: Mitsuko Marx drove Luana Torres, a visiting scholar from Brazil in the MSU Veterinary Medical School, to speak to the Senior Citizens at Allen Neighborhood Center. Luana was enthusiastically received, and she enjoyed the cultural exchange.

Luana is also scheduled to speak at the Meridian Senior Center in Okemos on Oct. 25. Paloma Carton de Grammont from Mexico will be speaking to the International Interest Group of the MSU Community Club on Oct. 19.

We look forward to continuing to supply speakers occasionally for the high school students at Eaton County Day Treatment program in Charlotte. These students are an appreciative audience, thanks to the advance preparation by their social worker, Tamiko Rothhorn.

A meeting of our Advisory Committee originally scheduled for Oct. 12 is being postponed until November because too few members were available.

We are requesting that the CVIP Board grant us permission to rename our committee the International Speakers Program, or I SPEAK. This name eliminates the negative connotation

that “bureau” had for many people, concisely tells what we do, and parallels the new name “International Friendship Program.” *E-mail submitted 10-11-11. Carol Towl & Kathy Bossen, co-chairs, & Mitsuko Marx, Nicole Namy, Anna Graziano and Jessica Mesaros, Liaisons to OISS*

COMMITTEE REPORTS

Executive Committee: *No Report.*

David Horner

Leadership: *No Report.*

Iris Horner

Membership: The current membership of CVIP consists of approximately 880 individuals and families. Since June 2011, 36 new members were welcomed, most of these being new participants in the International Friendship Program. *Submitted by e-mail 10/16/11.*

Pat Barrett

Office: During the fall semester the CVIP Office will be open for at least part of each working day, staffed by a committed group of volunteers: (Mondays) Iris Horner and Jessica Mesaros; (Tuesdays) Jessica Mesaros and Pam Sievers; (Wednesdays) Christine Van Nada; (Thursdays) Barbara Sawyer-Koch; (Fridays) Carol Towl and Barbara Sawyer-Koch. On occasion, Pat Barrett fills in as a substitute for volunteers who are unable to keep their schedule. *Submitted by e-mail 10/16/11.*

Pat Barrett

Website: Frequent users will not see many changes in the CVIP website from week to week, but the ISP web developers have made some significant behind-the-scenes improvements. We thank them for their excellent help and service. Also, Pat Barrett continues to make small changes in the page text and applications at the request of the program chairpersons. *Submitted by e-mail 10/16/11.*

Pat Barrett

Public Relations: *No Report.*

Stacey Bieler

Visioning: *No Report.*

Barb Sawyer-Koch

ADJUNCT REPORTS

Church Women United: On Monday 10/10/11, a special program featured Jackson Kaguri from Uganda. He presented a power point program on the work, as founder and executive director, of the Nyaka Aids Orphans Project. Many churches in Lansing sent representatives to attend this presentation, and bought articles produced by the orphans’ grandmothers to support their efforts to care for these children. Many hand-woven baskets, bead jewelry, school shirts from Nyaka, and Jackson’s books on this project were sold as well as individual support monies were collected. Pilgrim Congregational church provided refreshments for the event.

Our next program will be a celebration of World community Day on 11-04-11 at All Saints Episcopal Church on Abbot Road at 1:00 pm. All Lansing Churches are invited to participate.

Marion Chapman

A+ English Language School/Okemos Adult Education, English as a Second Language, ABE and GED: Classes are busy learning English, and it is great to hear the halls full of voices and laughter again. We currently have 32 countries represented in our program.

Our A+ Ukulele Orchestra is bursting at the seams with both players and enthusiasm. Some students have even ordered their own ukuleles in bright, sparkly colors. There promises to be a great performance at our Thanksgiving luncheon.

We're looking forward to the Home Visits in November.

Submitted by e-mail 10-12-11

Jo Pamment

CVIP Alumni: A number worked the welcome tables. Cheryl expressed her thanks to Mary for recruiting those workers.

Mary Barrett and Ann McCall

International Spouse Connection: *No Report.*

Cheryl Highstreet

Volunteer English Tutoring Program Report: The Volunteer English Tutoring Program currently has 17 individuals who are conducting weekly one-on-one tutoring and 11 classes which are held at various times everyday except Saturday. More tutors are still being added and international students and visitors are still seeking English tutoring. This semester seems to be slower than usual in getting settled down.

Submitted by e-mail 10-12-11

Dottie Schmidt

UPCOMING EVENTS

November 2 – Executive Committee

November 9 - Board meeting

November 13 – Global Festival

December 7 – Executive Committee

December 14 - Board meeting

January - TBD – Retreat

REFRESHMENT SCHEDULE:

November: Leadership – Cheryl & Iris

December: Global Festival

January: Scholarship

February: Lending Center

March: Every Tuesday

April: OISS

May: Everyone

June: Executive Committee.

Meeting adjourned at 11:12 am.

Respectfully submitted,
Fred Fritz –Secretary