

COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS (CVIP)

Board Minutes

March 14, 2012

ATTENDANCE: Margaret Arbanas, Bonnie Bankson, Mary Barrett, Pat Barrett, Stacy Bieler, Carol Bryson, Marion Chapman, Richard Hesse, Lisa Homeniuk, David Horner, Iris Horner, Lillian Kumata, Erika Nwankwo Larson, Barbara Sawyer-Koch, Jo Pamment, Dottie Schmidt, Pam Sievers, Carol Towl, Christine Van Nada, and Terri Walters.

The meeting was brought to order by President, David Horner, at 9:33am.

AGENDA: Approved.

INTRODUCTIONS: *Pat Barrett introduced a visitor, Richard Hesse, who will be helping out in the office on Tuesdays. Candace Glenday was also recognized. She has helped with the newsletter in the past.*

APPROVAL OF FEBRUARY 2012 MINUTES: *The minutes for the January meeting were approved as emailed. For the treasurer's report, it was suggested that all the accounts be totaled at the bottom. Also, the total cost of the 2011 retreat will be included for comparative purposes.*

ANNOUNCEMENTS:

- *Mary Barrett was recognized for her organizational help with the February 8, 2012 retreat. She in turn, mentioned the care offered by the Brody Hall director who came in for his shift early to make sure everything ran smoothly for us. Fred Fritz was also thanked for facilitating the meeting.*
- Thanks to the Global Festival Program for providing refreshments!!
- Dear Friends,

As promised, I am writing to let you know about the decision. It is with a bit of sadness that I inform you that I have not been admitted to the PhD program at Michigan State. Therefore, we shall be returning to Brazil in June as soon as Sophia's school year finishes. I am sure that there must be a reason for all this, though I cannot foresee it at the moment. I shall miss you all terribly as it has been an honour to be with you all and I shall cherish these memories forever. Yours, Candice.

Submitted electronically on 3-15-12

TREASURER'S REPORT: Dottie Schmidt

Treasurer's Report: Dottie Schmidt

February 2012

Accounts at MSU Federal Credit Union

Savings Account

2-01-12 Balance Forward 4207.99

2-29-12 Deposit Dividend +.84	4208.83
2-29-12 Ending Balance	4208.83

Percentage yield: .25% from February 1, 2012 through February 29, 2012

International Friendship Program Account

2-01-12 Balance Forward	450.00
2-29-12 Ending Balance	450.00

Insured Money Management Account

2-01-12 Balance Forward	5001.77
2-29-12 Deposit Dividend +.99	5002.76
2-29-12 Ending Balance	5002.76

Percentage yield: .25% from February 1, 2012 through February 29, 2012

Checking Account

2-01-12 Balance Forward	492.85
2-29-12 Ending Balance	492.85

Total **\$10,154.44**

Expenses paid by OISS on CVIP's behalf – February 2012

February 8, 2012 CVIP Retreat held at Brody Complex, MSU

41 breakfasts @ \$5.75 each = 235.75
 39 lunches @ \$5.75 each = 224.25
 22 parking passes @ \$2.00 each = 44.00
 Room charge = \$150.00

Total = \$654.00

Cost of 2010-2011 Retreat was \$1316.16

Submitted electronically 3-13-12 & 3-28-12.

REPORTS:

- **Orientation Change:** *In future, graduate students will not be part of the new international student orientation. Their welcome and orientation will be handled by their individual departments. We need to be proactive in reaching the new graduate students. Amber in OISS is in charge of orientation. Lisa Homeniuk, Pam Sievers and Barbara Sawyer-Koch will contact her.*
- **Jessica Mesaros, CVIP intern,** *gave a report on social networking for non-profit organizations. Any size non profit can benefit from being on Facebook. Time is a very important component to non-profits. Most have no budget for social networking. They use social networking for fundraising of even small amounts up to \$1000 and marketing to grow their membership.*

Strategies for social networking:

1. *People are looking for transparent and open organizations to become involved with.*
 2. *Distribute information on a fan page. Fan pages reach a wider audience; groups can be open or closed.*
 3. *Encourage contributions and engage in interactive behavior on Facebook.*
- *Any interaction between CVIP and LCC is on hold for the time being.*
 - **Retreat:** *Thank you to Fred, Mary and Peter for their time in making this a successful retreat. David thinks we should work to include more people at our retreats. Pam wonders how else we can serve students. Candace mentioned including a CVIP special greeting at OISS Orientation for new international students.*
 - **MSU Alumni Association Initiatives:** *Barbara Sawyer-Koch reported that options are being reviewed with the MSU Alumni Club of Mid-Michigan for potential points of partnerships. Her personal vision would be to have space in the Club's newsletter (quarterly) and the opportunity to access their EBlast and event registration capabilities that can reach the over 20,000 people in the tri-county area currently on their email/eblast database. Another potential upside is the MSU Alumni Association's possible staff and financial support for interns or part-time employee assistance to coordinate some of the IFP pieces and a welcoming transportation program at the beginning of each semester (Lansing and Detroit airports!). We will see how much of this vision can be achieved over time, but it is great news that the local and national alumni association leadership seeks our partnership. We have a uniform vision of helping our international guests feel welcome while they are on campus and a genuine affinity with MSU throughout their lifetimes.*
 - *Pat Barrett reported on several membership committee meetings which have been held recently. He gave examples and answered questions about possible categories of membership. **Please see Pat's report under Membership Report elsewhere in the minutes.** Barbara Sawyer-Koch moved and it was seconded that the report be accepted. Motion carried.*

ACTION ITEMS

- *Time Sheet: Pam Sievers circulated the volunteer time sheet and asked that people respect this attempt to collect the number of hours we all spend doing CVIP work.*
- *Annual Meeting: The Annual Meeting will be held on Wednesday, May 9 from 11:30-1:30. A sign up sheet was circulated for people to sign up for various jobs. Having a receiving line to greet special guests was discussed. The sound system and the fact that it was hard to hear last year was also discussed as was the placement of the podium for best picture taking background.*
- *CVIP Awards: Please send nominations and a description to Stacey Bieler by April 1, 2012.*
- *ISP Awards: David Horner has won this year's Homer Higbee Award and it will be presented at the ISP Awards ceremony on Wednesday, March 21 from 3-5pm.*

- *Newsletter articles are due today to Stacey Bieler. Pictures and stories are greatly appreciated.*

PROGRAM REPORTS

Every Tuesday: You never know what to expect at Every Tuesday! One afternoon we had twenty-six participants representing fifteen countries, and accompanied by fourteen preschool children--whew! It was our scheduled "Day of Beauty", and three representatives from Arbonne valiantly demonstrated facials and makeup techniques until long after our usual ending time. Another day we enjoyed "Drama Queens", led by Kat Chamberlain. She shared her experiences in New York theatre, and led a small group in some acting games and dramatic expression. Though there were only six of us present that day, we represented six different countries, and agreed that the group size was perfect for maximum participation and enjoyment.

Every Tuesday will meet only three more times this semester. We'll create beaded eggs and other egg crafts on March 20, head out for an antique shop field trip on the 27th, and convene for a final potluck and planning day on April 4. (If you've ever wanted to drop in and visit Every Tuesday, I highly recommend the potluck.)

We continue to seek additional participants from the USA. Between various trips, job conflicts, medical issues, and the birth of a grandchild, we have twice this semester had only one American woman present for Every Tuesday. Tell your friends about us. You never know what to expect at Every Tuesday, but you can always expect to have fun!

Submitted electronically on 3-13-12

Christine Van Nada, ET co-chair

Home Visits: *No Report.*

Global Festival: *No Report*

Margaret Arbanus

International Friendship Program: This has been a very busy time for the IFP volunteers interviewing and screening students and volunteer friends, resulting in a successful match on February 26, 2012. Twenty six students were matched, with three other students dropping out in the last 2 days before the orientation.

Countries represented: China, Colombia, Iran, Korea, Kenya, Vietnam and Germany: 10 men and 16 women ranging in age from 19 – 36; 1 ELC ; 7 Bachelor's; 6 Master's 11 PhD; 1 VIPP. Of the volunteer friends, 16 new and 8 returning (2 took 2 students)

This orientation implemented three new ways of work – we moved from separate student and volunteer handbooks to one comprehensive handbook; we used a large classroom on the first floor rather than the third floor area for logistical ease; and we helped pair up the matches as they arrived rather than at the end and this was very successful. Thanks to Nicole and Jessica for their help with all of this.

The committee is also wrestling with how to grow the program while maintaining quality, managing risk, and preventing volunteer burnout. We will present our vision for managing growth as it becomes finalized.

Lastly, the committee continues to grow and evolve, and we welcome new committee member Larry Karnes and Teri Walters, both veteran IFP friends. Larry and Teri were instrumental in interviewing new friends for this recent orientation.

Committee Chair: Pam Sievers
Database Coordinator: Bonnie Bankson
Student Coordinator: Midge Morrow
Asst Student Coordinator: Cindy Walter
Returning Friend Coord: Stacey Kotecki
New Friend Asst Coord: Larry Karnes and Teri Walters
PR Coordinator: Sue McDonald
Help wherever Needed: Pat Klein and Peggy Champion

Submitted electronically 3-13-12.

Midge Morrow & Pam Sievers

Great job by all involved! As you know, my involvement with CVIP started close to 25 years ago with my first "Friendship Family" assignment. For me and for the Koch family, this has been a "life-changer." There is absolutely nothing we could do that is more effective in making MSU and the community more globally aware and "friendly" than CVIP's IFP.

As I will report tomorrow, we are reviewing options with the MSU Alumni Club of Mid-Michigan potential points of partnerships. My personal vision would be to have space in the Club's newsletter (quarterly) and the opportunity to access their E-Blast and event registration capabilities that can reach the over 20,000 people in the tri-county area currently on their email/eblast database. Another potential upside is the MSU Alumni Association's possible staff and financial support for interns or part-time employee assistance to coordinate some of the IFP pieces and a welcoming transportation program at the beginning of each semester (Lansing and Detroit airports!). We will see how much of this vision can be achieved over time, but it is great news that the local and national alumni association leadership seeks our partnership. We have a uniform vision of helping our international guests feel welcome while they are on campus and a genuine affinity with MSU throughout their lifetimes. *Submitted electronically 3-13-12.*

Barb Sawyer-Koch

Lending Center: *Erika Larson reported that forms about the Lending Center written in several different languages were sent to the Housing Office for distribution in welcome packets. Descriptions of the other CVIP programs with contact information were included on the back of these forms. Also donor forms were prepared and donors to the Lending Center will be offered these forms for their tax receipts.*

Erika Nwankwo Larson

Scholarship Program: The Scholarship Committee is preparing to award Scholarships for Fall term 2012. In the near future, an announcement will be sent to all international students about the CVIP Scholarship and the April 20, 2012, deadline for submitting an application. Interviews will be held on April 27, 2012. Scholarships of \$2,500, which must be applied to tuition, will be awarded to qualified applicants based on the interview results.

Christine Van Nada will represent CVIP and the Scholarship Program at a meeting of the Pioneer Civitan group on Tuesday, March 20. She is hopeful that other CVIP representatives may be able to join her.

The committee continues to work on the organization of scholarship files and the creation of a new data base. *Submitted electronically 3-13-12.* **Carol Bryson**

International Speakers Program/ I Speak: The International Speakers group has been quite busy responding to requests from schools, community groups and service clubs since our last CVIP Board meeting!

Jan. 17: Carol took Husam Abdulrahman to speak about Libya and the current situation in his homeland for the Haslett-Okemos Rotary Club.

Jan. 18: Peggy Arbanas took Lyonel Laulie (Chile) to speak to the International Interest Group of the MSU Community Club. Lyonel also plays guitar and a Chilean stringed instrument and sings folk songs from his homeland.

Jan. 23: Jianyang Mei gave a presentation at the Meridian Senior Center for their Chinese New Year celebration

Jan. 26: Xiaoxiang Xu went to Midway Elementary School in Holt where he taught the third graders how to count to ten in Chinese, then wrote each child's name in Chinese characters. This was part of another Chinese New Year celebration

Feb. 1: Lyonel Laulie spoke and presented music for the Allen Senior center.

Feb. 7: Volunteer international speakers were invited to a pizza dinner meeting to learn about speaking opportunities and to enjoy a sample presentation by Lyonel Laulie. Thanks to Nicole and OISS for sponsoring this event!

Feb. 15: Barb took Yasmeen Al Suwailem (Saudi Arabia) to speak at the meeting of the International Interest Group.

Feb. 22: Rebecca Guterrez from Mexico spoke with Sharon Ellsworth's students at Waverly East Intermediate School'

Feb. 22: Service Unit 151 of the Girl Scouts in Holt invited us to staff international tables at their mini-global festival to celebrate World Thinking Day. Mamy Rosolofolamala (Madagascar), Binyu Wang and Jie Zhu (China), Imam Karimullah (Indonesia), Lyonel Laulie (Chile), and Inna Volkova (Ukraine) enjoyed interacting with the girls and "stamping their passports" with flags as they visited each country.

Feb. 28: Carol gave a presentation about CVIP to Haslett Kiwanis' breakfast meeting.

March 1: Carol attended the LATTICE meeting and shared information about CVIP and its programs and activities.

March 5: Lyonel Laulie presented for the Lansing Exchange Club

March 8: Barb took Dwi Rivami and Vitri Widyaningsih (Indonesia) and Aline Franceschini (Brazil) to presentations to two groups at the Eaton County Day Treatment Center.

March 13: The biennial One World Day originally scheduled for April 2012 at Haslett High School is being postponed. Accepting our offer of speakers in other settings, four international students from post-colonial nations participated in a panel discussion for Jeff Smith's World History classes about how imperialism has affected life in their homelands. *Carol Towl & Barbara Sawyer-Koch, co-chairs, & Mitsuko Marx, Nicole Namy, and Jessica Mesaros, Liaisons to OISS*

International Spouse Connection: International Spouse Connection has met each Friday since 1/1/12. They have discussed or had presentations about a variety of topics.

1/6/12 - New Year's Wish – the group got to share their wishes for 2012. They varied from personal wishes to inter-global desires.

1/13/12 -Cultural Etiquette/Taboos- a discussion of what's considered "polite" or not in various cultures.

1/20/12 - Lunar New Year Celebration and food sharing.

1/27/12 - Presentation on the culture of Trinidad and Tobago.

2/3/12 - Explanation and celebration of the Lantern Festival.

2/10/12 - Presentation of the culture of southwest China.

2/17/12 –Presentation of the differences between Chinese and Japanese culture by a member who has lived in both countries.

2/24/12-Carnival celebration including dance and discussion of this season in various countries.

3/2/12-Presentation about Hinumatsuri in Japan along with a celebration tea. ISC continues to grow and to attract new members. The present spouse leader, Angel Kwan, is training her replacement, Dana, from Trinidad/Tobago, so that the group remains spouse inspired and driven with leadership input and cohesion from CVIP. *Submitted electronically on 3-13-12.*

Cheryl Highstreet

COMMITTEE REPORTS

Executive: *No Report.*

David Horner

Leadership: *No Report*

Cheryl Highstreet

Membership: CVIP has a record of approximately 890 members, including both families and individuals. The membership categories currently consist of participants in CVIP programs, committees and inactive members. Dividing our membership into two categories, active and inactive parties, we have about 800 active members, of whom 786 are community residents and 14 are MSU students. The results follow:

<u>Active Members:</u>	Approx. 800
Community Residents:	786
MSU Students:	14
<u>Inactive Members:</u>	Approx. 90

The ad hoc membership definition committee has made some recommendations to the CVIP Board, to be presented at the March Board meeting. A summary of these follows:

Issue 1. By what criteria should membership in CVIP be determined?

1. Membership in CVIP should be granted to those individuals and families who have given volunteer service to CVIP and/or made a donation of money or items to CVIP. The degree of volunteer service or the amount of the donation is not an issue; consequently, any volunteer service or any amount of donation is acceptable for membership.
2. Those persons who have expressed an interest in CVIP's programs but are not actively volunteering with CVIP should be assigned to a mailing list and sent the *CVIP Newsletter* and other mailings. The same is true for those heads of MSU units (such as the OISS, Asian Studies Center, etc.) and community organizations (such as LATTICE, GLUNA, etc.).

Issue 2. Should there be categories of membership in CVIP?

1. There should be two categories of membership in CVIP: (1) volunteers from the local Greater Lansing community and (2) MSU student volunteers. By officially noting the number of MSU students involved in CVIP in the CVIP Annual Report, we will have a year-by-year record of student participation that may be useful in seeking outside funding.

Issue 3. How long should inactive members of CVIP be allowed to maintain their membership?

1. Members of CVIP should have a one-year grace period of inactivity. After one year of inactivity, a member's name will be removed from the member data base and added to the mailing list. The ex-member's name will be reinstated in the member data base if and when s/he again meets the criteria for membership.
2. The chairpersons of CVIP programs and committees should be responsible for keeping track of their members' participation in CVIP. This responsibility would entail informing the data base manager of all new members and those members to be dropped from the data base by reason of inactivity.

Issue 4. Should CVIP members be charged dues?

CVIP members should not be charged dues at this time. *Submitted electronically on 3-14-12.*
Pat Barrett

Office: The CVIP Office staff is pleased to welcome Richard Hesse, who will staff the office on Tuesdays. Some of you might have met Richard when he volunteered as a docent at the Kresge Art Museum. Richard joins Iris Horner, Barbara Sawyer-Koch, Pam Sievers, Carol Towl, and Christine Van Nada as an office volunteer. *Submitted electronically on 3-14-12.*
Pat Barrett

Website: Thanks to those program chairs who have updated their website pages. However, additional changes in text and pictures may be needed, so program chairs should check their pages and send any desired changes to Pat Barrett. Thank you! *Submitted electronically on 3-14-12.*
Pat Barrett

Public Relations: *No report,*

Stacey Bieler

Visioning: *No Report.*

Barb Sawyer-Koch

ADJUNCT REPORTS

OISS/ ISP Dean's Office Report: *No Report*

Nicole Namy

Church Women United: The annual Interfaith Day was held on Feb. 28th at Holy Trinity Orthodox Church with 200 attending from 5 faiths in the Greater Lansing community. The theme was the A B Cs of our Faith. Faith leaders from Orthodox, Protestant, Catholic, Jewish and Islam spoke on the topic. A youth choral group sang for the event and lunch was served by the Orthodox women. Next year the event will be held at the Jewish synagogue. Work will begin on developing that program in September by representatives of the participating faiths at the synagogue.

The World Day of Prayer was held at the Salvation Army Citadel on March 7th for the city of Lansing. The program was provided to us by the National CWU in New York. The same program was sent around the world and began at Malaysia in the Pacific the same morning. The focus of the program was on women of Malaysia. A continental breakfast was provided by the women of the citadel. The next celebration event will be May Friendship Day the first Friday of May at Okemos Community Church. All events are open to the greater Lansing area and include all faiths. *Submitted electronically 3-14-12. Marion Chapman*

A+ English Language School/Okemos Adult Education, English as a Second Language, ABE and GED: Classes are flowing smoothly. We are looking forward to the next home visits and exploring the possibility of offering summer school. *Electronically submitted 3/12/12. Jo Pamment*

CVIP Alumni: *No Report*

Mary Barrett and Ann McCall

Volunteer English Tutoring Program Report: *No Report.*

Dottie Schmidt

UPCOMING EVENTS

March 28th	Executive Committee Meeting
April 11th	Board Meeting - Every Tuesday, Refreshments
May 8th	Annual Meeting - Salad - Everyone
June 6th	Executive Committee
June 13th	Board Meeting

REFRESHMENT SCHEDULE:

April: ET & Lending Center

May: Everyone

June: Executive Committee.

Respectfully submitted - Fred Fritz (electronic reports) and Dottie Schmidt (meeting minutes – italicized).

Name		Admn	ET	Lend Ctr	Schlrshp	Global Fest	IFP	I Speak	Int Sp
Arbanas, Peggy	X					1			
Bankson, Bonnie	X	7					12		
Barrett, Mary	X	7	4						
Barrett, Pat	X	15							
Bieler, Stacey	X	6							
Bryson, Carol	X				1.5				
Fritz, Fred									
Gallagher, Shawn									
Highstreet, Cheryl									
Homeniuk, Lisa	X					3			
Horner, David	X	27							
Horner, Iris	X	10							
Kumata, Lillian	X								
Larson, Erika	X								
McCall, Ann									
Sawyer-Koch, Barb	X	6						6	
Schmidt, Dottie	X	6							
Sievers, Pam	X	36					15		
Towl, Carol	X	11						14	
VanNada, Christine	X	5	12		1.5				
White Votta, Steffanie									
Chapman, Marion	X								
Morrow, Midge									
Pamment, Jo	X								
Walters, Teri	X						5		
Hesse, Richard	X								
Other IFP Com Mbrs							20		