

# COMMUNITY VOLUNTEERS FOR INTERNATIONAL PROGRAMS (CVIP)

## Board Minutes

June 13, 2012

**ATTENDANCE:** Margaret Arbanas, Bonnie Bankson, Mary Barrett, Pat Barrett, Stacy Bieler, Cheryl Highstreet, David Horner, Iris Horner, Lisa Homeniuk, Lillian Kumata, Erika Nwankwo Larson, Barbara Sawyer-Koch, Ann McCall, Sue McDonald, Jo Pamment, Pam Sievers, and Carol Towl. Guests: Sandy Tsai, PhD Candidate and Anne Schneller.

**MISSION MOMENT:** Sandy Tsai, PhD Candidate

### ANNOUNCEMENTS:

- Welcome to Sue McDonald, new board member.
- Pam distributed various sign-up sheets: refreshments, airport pick-up August 13-19<sup>th</sup>, and hours.
- For future expenses please submit the newly revised reimbursement form to Dottie.

**MAY 2012 MINUTES:** Fred Fritz – M/S/A

**TREASURER'S REPORT:** Dottie Schmidt – M/S/A

### May 2012

#### Accounts at MSU Federal Credit Union

##### Savings Account

5-01-12 Balance Forward	4210.59
5-31-12 Deposit Dividend +.89	4211.48
5-31-12 <b>Ending Balance</b>	<b>4211.48</b>

Percentage yield: .25% from May 1, 2012 through May 31, 2012

##### International Friendship Program Account

5-01-12 Balance Forward	450.00
5-21-12 Check for IFP Annual Award	-25.00
5-31-12 <b>Ending Balance</b>	<b>425.00</b>

##### Insured Money Management Account

5-01-12 Balance Forward	5004.85
5-31-12 Deposit Dividend + 1.06	5005.91
5-31-12 <b>Ending Balance</b>	<b>5005.91</b>

Percentage yield: .25% from May 1, 2012 through May 31, 2012

##### Checking Account

5-01-12 Balance Forward	462.93
5-31-12 <b>Ending Balance</b>	<b>462.93</b>

**Total= \$10105.32**

### June 2012

#### Accounts at MSU Federal Credit Union

##### Savings Account

6-01-12 Balance Forward	4211.48
6-30-12 Deposit Dividend +.89 estimated	4212.37
6-30-12 <b>Ending Balance</b>	<b>4212.37</b>

Percentage yield: .25% from May 1, 2012 through May 31, 2012

International Friendship Program Account

6-01-12	Balance Forward	425.00
6-30-12	<b>Ending Balance</b>	<b>425.00</b>

Insured Money Management Account

6-01-12	Balance Forward	5006.97
6-30-12	Deposit Dividend + 1.06 estimated	5008.03
6-30-12	<b>Ending Balance</b>	<b>5008.03</b>

Percentage yield: .25% from June 1, 2012 through June 30, 2012

Checking Account

6-01-12	Balance Forward	462.93
6-30-12	<b>Ending Balance</b>	<b>462.93</b>

**Total= \$10107.27**

*Submitted electronically 6-11-12.*

**Dottie Schmidt**

**ACTION ITEMS – M/S/A to suspend 30 day notice for bylaws.**

- Approved Recommended Changes to the Bylaws effectively immediately: **M/S/A**
  1. Recommend that the Chair of the Visioning Committee (or a designee) be a member of the Executive Committee.
  2. Recommend that the Chair of the Leadership Committee (or a designee) be a member of the Executive Committee.
  3. Recommend a member of the Administrative Services Team..
- Approved Appointments – per the Bylaws effectively immediately: **M/S/A**
  1. Visioning Committee – Barbara Sawyer-Koch- Chair, David Horner, Cheryl Highstreet,
  2. Leadership Committee -
  3. Program Chairs –
  4. Member-at-large -

**UPDATES:**

- Iraqi Project: July 6 – September 15 – David Horner is still looking for hosts. MSU and CVIP's program has been singled out by the State department as an exemplary program.
- SP Jain Project: More information forthcoming with this great new opportunity to partner with the College of Business. David

**DISCUSSION: Pam**

- Dottie has resigned after numerous years of directing **VETP**. The Dean met with Pam Sievers and asked whether CVIP might absorb the **VETP** program. Opportunity for growth exists, leadership is needed, and the question of whether reimbursement for the coordinator is necessary. David Horner asked if a mission statement exists for VETP. A show of hands indicated an interest to pursue this discussion. Most present indicated that they were in favor in considering some form of stipend for the coordinator. David Horner moved CVIP investigate incorporation of VETP into CVIP's program and authorize the president to seek maximum resources and space for both CVIP and VETP. **M/S/A** Iris Horner moved that CVIP conduct an electronic vote in mid July. **M/S/ failed.**

**ONGOING:**

- Year End Report and Retreat Follow Up to be sent electronically

## PROGRAM REPORTS

**Every Tuesday:** For our first activity in September, ET will be decorating clay pots and filling them with small houseplants. If you have vigorous houseplants that you would like to divide or take cuttings from, please let us know. We will be collecting cuttings in mid to late August, to allow them time to root before being planted. Every Tuesday also wishes to express appreciation to Shawn Gallagher for several years of service with ET, including three years as co-chair. Shawn's work schedule no longer allows her to attend ET, and she will be sorely missed. *Electronically submitted 6/13/12* **Christine Van Nada**

**Home Visits:** *No Report*

**Iris Horner**

**Global Festival:** *No report.*

**Lisa Homeniuk and Nicole Namy**

**I Speak:** Summer is the time for less activity, with fewer international students enrolled at MSU, public schools not in session, and many service clubs on reduced meeting schedules.

**May 16** – Pam Sievers made a presentation to Lansing Golden K (Kiwanis) about CVIP, its activities and service opportunities.

**June 6** – Vinicius Rodrigues Galdino from Brazil spoke at the Senior Citizen Coffee Hour at Allen Neighborhood Center.

We are planning to provide several international participants in a Garden and Nutrition program for young children sponsored by Allen Neighborhood Association. The teacher/planner is asking each participant to provide a map of his/her home country on which the children will draw pictures of food crops that are grown in various sections of that country. The international participant will also help the children learn how their counterparts in that country get foods from each of the groups in the food pyramid. The children and the I SPEAK participants will share a snack of foods that children from the featured country would enjoy, while hearing and seeing music, dance or other culture from that country.

Our promotional mailing encouraging service clubs in our local community to request international speakers during Fall Semester 2012 is being postponed so that we can combine this mailing to include general public relations material about CVIP. *Electronically submitted 6/12/12* **Carol Towl & Barb Sawyer-Koch**

**International Friendship Program:** *No Report.*

**Pam Sievers**

**International Spouse:** International Spouse Connection (ISC) will begin its weekly summer semester meetings this Friday with a trip to Huhn Strawberry Farm in Eagle to pick strawberries.. The other June planned topics are a presentation of Duan Wu, a Chinese Festival, on June 22nd and a discussion of the meaning of July 4th to Americans and a discussion of independence day celebrations in member countries on June 29th. We will continue meetings through August 10th.

The new spouse leadership has been busy this month designing our website page and submitting it to Pat to be included on the CVIP website and in developing a brochure for ISC that will be available at the orientation activities. In addition, we are looking for a co-advisor to replace Barbara Toman, who has resigned. *Electronically submitted on 6/13/12* **Cheryl Highstreet**

**Lending Center:** The Lending Center closed for the summer on May 17. Since then I have made several appointments for departing students to return their items. I will make appointments only for people to make donations, departing students to return items, and brand new students just starting out at MSU.

Our volunteers are on vacation and we (I) need the time to restock. Other students are just browsing and padding their nests. We need to restock so the new fall students have something to pick from.

*Submitted electronically 6/11/12*

**Erika Nwankwo Larson**

**Scholarship Program:** *No Report.*

*Carol Bryson & Christine Van Nada, Co-Chairs*

## COMMITTEE REPORTS

**Executive:** *No Report.*

*David Horner*

**Leadership:** *No Report.*

*Iris Horner*

**Membership:** The CVIP membership has remained at approximately 890 for the last month. *Electronically submitted 6/13/12*

*Pat Barrett*

**Office:** The CVIP Office has a new volunteer, John Alzubaydi. John is a retired engineer who wishes to learn more about CVIP and its programs. He plans to join other CVIP programs when he becomes more familiar with them. *Electronically submitted 6/13/12*

*Pat Barrett*

The office will begin its summer schedule beginning Monday, June 4. The office will be open for a few hours on Mondays and Thursdays only. CVIP Board members wishing to use the office facilities may do so at any time that the OISS is open. *Electronically submitted 6/13/12*

*Pat Barrett*

**Website:** A new page on the CVIP website will feature the newest CVIP program, the International Spouse Connection. The new page should be “published” by the third week of June. *Electronically submitted 6/13/12*

*Pat Barrett*

**Public Relations:** *No Report*

*Stacey Bieler*

**Visioning:** *No Report.*

*Barb Sawyer-Koch*

## ADJUNCT REPORTS

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

*Peter Briggs*

**Church Women United:** *No Report*

*Marion Chapman*

**A+ English Language School/Okemos Adult Education, English as a Second Language, ABE and GED:** We currently have a summer session in progress. We are looking for a female volunteer tutor who would be available on Monday, Tuesday and Thursday mornings, from 9 to 12 to work with a beginning level student from Saudi Arabia. If you know of someone who would be available please have them call me at 333-3421.

We will end classes and close the office for the summer on June 29. We will reopen in mid-August and will begin registering students the week of August 27<sup>th</sup>. *Electronically submitted on 6/11/12*

*Jo Pamment*

**CVIP Alumni:** *No Report*

*Mary Barrett and Ann McCall*

**Volunteer English Tutoring Program Report:** *No Report.*

## UPCOMING EVENTS

Monday, August 13-19 <sup>th</sup>	Welcome table at LAN airport
Thursday August 16 <sup>th</sup>	Move in date for new internationals
Friday, August 17 <sup>th</sup>	Pre-Orientation Graduate Students
Monday, August 20	Resource Fair, Breslin Center, 4:00 – 5:30
Friday, August 24	Welcome Festival and Resource Fair, Spartan Village
Wednesday, Sept 5	Exec Com Meeting
Wednesday, Sept 12	Board Meeting

**REFRESHMENT SCHEDULE:**

September	Global Fest
October	Executive Committee
November	I Speak/ISC
December	Holiday potluck
January	ESL/ PR
February	ET/Learning Center
March	Administrative Services
April	IFP – Scholarships
May	Annual Meeting
June	Home Visits/Leadership

**EDUCATION PROGRAM:** Ann Schneller, Coordinator of Sponsored Student Program Recruiting

Respectfully submitted,

Fred Fritz

May-12		Admn	Alum	ET	Lend	Schlp	Global	IFP	I Speak	Int Sp	Visits	Office
Arbanas, Peggy	X	4					4					
Bankson, Bonnie	X	4						0.25				
Barrett, Mary	X	4										
Barrett, Pat	X	36.5										
Bieler, Stacey	X	4										
Bryson, Carol												
Fritz, Fred	X	10										
Hagens, Helen												
Richard Hesse												
Highstreet, Cheryl	X									29.5		
Homeniuk, Lisa	X	4										
Horner, David	X	25										
Horner, Iris		6										
Kumata, Lillian	X					3	20					
Larson, Erika	X	3			42.5							
McCall, Ann	X											
McDonald, Sue	X											
Morrow, Midge												
Sawyer-Koch, Barb	X											
Schmidt, Dottie	X											
Sievers, Pam	X											
Towl, Carol	X								6			10
VanNada, Christine	X			1		3						
White Votta, Steffanie												
Chapman, Marion												
Pamment, Jo	X											
Other												
Total		100.5	0	1	42.5	6	24	0.25	6	29.5	0	