



## ServeNebraska Commission

Board Meeting Minutes  
October 26, 2018

<b>NOTE TAKER:</b> Cathleen Plager	<b>LOCATION:</b> Quarry Oaks Golf Course Ashland	<b>DATE:</b> 10/26/2018	<b>TIME:</b> 1:06 PM (CST) to 2:38 PM (CST)	<b>DURATION:</b> 1 hour 32 minutes
<b>PURPOSE:</b> <i>Quarterly Commission Meeting</i>	<b>ATTENDEES</b> <u>Commissioners Present:</u> Gregg Christensen, Matthew Clough, Ashley Hatheway, Lisa Hiatt, Benjamin Jones, Marjorie Maas, Ashley Mueller, Stephanie Mueller, Susan Rocker, Sheila O'Connor, Debra Schilz, Jenny Strako, Jennifer Worthington <u>Commissioners Absent:</u> Deborah Neary, D. Kare Heilbrun <u>Commissioners Present via Phone:</u> Diane Mallette <u>Ex-Officio Members Present:</u> Julie Nash <u>Staff Present:</u> Cathy Plager, Audrey Jackson, <u>Guests:</u> None			

### INTRODUCTIONS

### BUSINESS MEETING – CALL TO ORDER

#### Roll Call

The business meeting was called to order at 1:06 AM (CST) by Commission Chair Rocker. ServeNebraska Executive Director Cathleen Plager called roll to determine a quorum of one-third (1/3) of all appointed Commission members which is four commissioners. A quorum of 14 voting and 1 non-voting member was present.

### PUBLIC COMMENT

None

### APPROVAL OF CONSENT AGENDA – Susan Rocker, Commission Chair

- July 20, 2018 Meeting Minutes
- October 26, 2018 ServeNebraska Commission Agenda

**Motion #1:** Commissioner O'Connor moved that the items on the consent agenda be approved.

**Second:** Commissioner Jones

**Vote:** 14 – Yes; 0 – No; 0 – Abstained; Motion was carried.

### STANDING COMMITTEE REPORTS

- o **Executive Committee** – Commission Chair Susan Rocker

No changes have occurred regarding the Commission MOU Agreement with DHHS. Executive Director Plager has reached out to DHHS to encourage communication on the revision of the MOU.

- o Commission Chair Rocker explained the Strategic Goals that were agreed upon September 28, 2018 and the additional one added for the Finance Committee, she asked for confirmation of the Goals.

**Motion #2:** Commissioner Hatheway moved that the Goals from the Strategic Planning process be approved as presented.

**Second:** Commissioner Mueller

**Vote:** 14 – Yes; 0 – No; 0 – Abstained; Motion was carried.

- **AmeriCorps & National Service Committee** – Commissioner Jennifer Worthington  
The notice of funding was released for formula and competitive applications, applications will be accepted until December 31, 2018 for both funding streams. This will begin a three year funding cycle for the Commission as well as the grantees unless federal funding is no longer available.
- Commissioner Worthington presented a policy for sub grantees to request grant or budget modifications and or revisions to their grant. The committee approved the policy and is moving it to the full commission for approval.

**Motion #3:** Commissioner Worthington moved to approve the budget modifications policy as presented.

**Second:** No second needed, coming out of committee.

**Vote:** 14 – Yes; 0 – No; 0 – Abstained; Motion was carried.

- AmeriCorps program video was shown

- **Community Volunteering Committee** – Commissioner Marjorie Maas  
Step Forward Awards: Commissioner Maas commended all who worked to pull off a wonderful event.

Exploring Service Enterprise:

A Service Enterprise is an organization that fundamentally leverages volunteers and their skills to achieve its social mission. The commission has applied for Volunteer Generation Funds to help support the Service Enterprise initiative. On July 5, 2018 the committee hosted a call with Volunteer Iowa to discuss Service Enterprise in Iowa. This will generate and engage volunteers that are not currently engaged across the State of Nebraska.

ServeNebraska week will be observed the week of April 21-27

Voices for National Service Friends of National Service award, Staff and Commissioners would like to recognize Jamesena Moore and submit a nomination to receive this award.

**Motion #4:** Commissioner Christensen moved to submit Jamesena Moore's name for the Friends of National Service Award.

**Second:** Commissioner Strako.

**Vote:** 14 – Yes; 0 – No; 0 – Abstained; Motion was carried.

- **Governance and Funding Committee** – Commissioner Ashley Hatheway  
Current Budget Expenditure Reports were presented to the commission.
  - 2018 Foundation Funds
  - Non Federal Funds Account
  - 2018 Commission Support Grant and Match Funds to date
  - 2017/2018 Commission Investment Funds/TTA
  - Targeted Priority Development Grant
  - Match Funds to Date

Commissioner Hatheway presented a flow chart depicting the flow of funds from CNCS on the federal level to the programs. She explained the flow of funding for each grant the Commission receives.

Commissioner Hatheway on behalf of the Governance and funding committee moves some of the duties to the Executive Committee such as Recruitment of Board members, Identifying succession planning, Board Self-assessment, bylaws and nominating committee of chair or chair elect positions. It was discussed that these duties seem to fit better under the direction and oversight of the Executive Committee.

**Motion #5:** Commissioner Hathaway moved to place the following duties to the Executive Committee. Recruitment of Board members, Identifying succession planning, Board Self-assessment, bylaws and nominating committee of chair or chair elect positions to the Executive Committee.

**Second:** No second needed, coming out of committee

**Vote:** 14 – Yes; 0 – No; 0 – Abstained; Motion was carried.

Nominating committee for the selection of a Commission Chair Elect was selected Lisa Hiatt, Matt Clough and Sheila O'Connor.

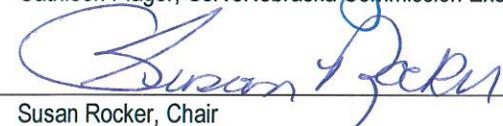
#### ANNOUNCEMENTS

- Social Media Time:  
Commission Chair Rocker encourages commissioners to spread the word about the great things they are doing as a ServeNebraska commissioner.
  
- Next Commission Meeting:  
January 25, 2019 Girl Scouts of America, Hosted by Lisa Hiatt

#### ADJOURN – Commission Chair Susan Rocker

There was no further business to come before the Commission, the meeting was adjourned at 11:38 AM (CST). The voting record is attached to these minutes.

Submitted by,   
Cathleen Plager, ServeNebraska Commission Executive Director

Approved by,   
Susan Rocker, Chair

**ServeNebraska Commission Meeting**

**VOTE RECORD**

\*Ex-Officio

QUORUM REQUIRED by BYLAWS: 6

NUMBER PRESENT in Person: 13

NUMBER PRESENT by Teleconference: 1

NAME	Attendance	Motion 1	Motion 2	Motion 3	Motion 4	Motion 5	Motion 6	Motion 7
<b>Commissioner Name</b>	P = Present NP = Not Present NV = Non-Voting AB = Abstain	Approval of consent agenda	Goals from the Strategic Planning process	Approve the budget modifications policy	Submit Jamesena Moore's name for the Friends of National Service Award.	Place the following duties to the Executive Committee. Recruitment of Board members, Identifying succession planning, Board Self-assessment, bylaws and nominating committee of chair or chair elect positions to the Executive Committee.		
Christensen, Gregg	P	Y	Y	Y	Y	Y		
Clough, Matthew	P	Y	Y	Y	Y	Y		
Hatheway, Ashley	P	Y	Y	Y	Y	Y		
Heilbrun, D. Kare	A							
Hiatt, Lisa	P	Y	Y	Y	Y	Y		
Jones, Benjamin	P	Y	Y	Y	Y	Y		
Maas, Marjorie	P	Y	Y	Y	Y	Y		
Mallette, Diane	P	Y	Y	Y	Y	Y		
Mueller, Ashley	P	Y	Y	Y	Y	Y		
Mueller, Stephanie	P	Y	Y	Y	Y	Y		
Neary, Deborah	A							
O'Connor, Sheila	P	Y	Y	Y	Y	Y		
Rocker, Susan	P	Y	Y	Y	Y	Y		
Schilz, Debra	P	Y	Y	Y	Y	Y		
Strako, Jennifer	P	Y	Y	Y	Y	Y		
Worthington, Jennifer	P	Y	Y	Y	Y	Y		
<b>TOTAL</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>		
Nash, Julie *	P							