



## ServeNebraska Commission

### Board Meeting Minutes

October 25, 2019

<b>NOTE TAKER:</b> Michelle Zinke	<b>LOCATION:</b> Quarry Oaks Golf Course 16600 Quarry Oaks Drive Ashland, NE	<b>DATE:</b> 10-25-19	<b>TIME:</b> 1:09 PM (CST) to 2:42PM (CST)	<b>DURATION:</b> 1 HR 33 MINUTES
<b>PURPOSE:</b> <i>Quarterly Commission Meeting</i>	<b>ATTENDEES</b> <b><u>Commissioners Present:</u></b> Amy Hall, Ashley Hatheway, D. Kare Heilbrun, Marjorie Maas, Diane Mallette, Ashley Mueller, Stephanie Mueller, Pastor Wayne Nestor, Joe Popevis, Deborah Neary* (*left at 2:15pm), Susan Rocker, Deb Schilz, Jennifer Worthington, Paige Zamora <b><u>Commissioners Absent:</u></b> Matthew Blomstedt, Lisa Hiatt, Dawn Hovey, Christine Legband, Sheila O'Connor <b><u>Commissioners Present via Phone:</u></b> None <b><u>Ex-Officio Members Present via Phone:</u></b> Patti Stengel (CNCS) <b><u>Staff Present:</u></b> Michelle Zinke <b><u>Guests:</u></b> None			

### PROGRAM PRESENTATION

No specific program presentation was provided. The Step Forward Awards event was held prior to the meeting.

### BUSINESS MEETING – CALL TO ORDER

The business meeting was called to order at 1:09 PM (CST) by Commission Chair Rocker.

### ROLL CALL

ServeNebraska Program Officer Michelle Zinke called roll to determine whether a quorum was present. A quorum is one-third (1/3) of all appointed Commission members which currently equals seven commissioners. A total of 14 voting and 1 non-voting members were present; representing a quorum.

### PUBLIC COMMENT

None.

### INTRODUCTION OF NEW STAFF AND COMMISSIONERS

Due to the presence of new Commissioners, Chair Rocker asked that all Commissioners introduce themselves and share a few sentences about volunteering and/or their connection to ServeNebraska, as well as if they were the Chair of a committee. Additionally, Rocker encouraged all Commissioners to review the committee list provided in the packet.

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

- July 19, 2019 Meeting Minutes
- October 25, 2019 ServeNebraska Commission Agenda
- Executive Director Report
- Committee Meeting Notes
- AmeriCorps Branding Policy

**Motion #1:** Commissioner Ashley Hatheway moved that the items on the consent agenda be approved.

**Second:** Commissioner Deb Schilz seconded.

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

## RECOGNITION OF OUTGOING COMMISSIONERS

Three outgoing Commissioners were recognized: Matthew Clough, Julie Nash, and Benjamin Jones. None were able to attend the meeting. Susan and/or Cathy will follow up with them. Patti Stenger was introduced as the new ex-officio Commissioner on behalf of the Corporation for National and Community Service (CNCS).

## STANDING COMMITTEE REPORTS

- **Executive Committee** – Commission Chair Susan Rocker  
Rocker provided a brief overview of the committee's work. Key topics included an update about the Commissioner orientation process and materials, the new Commissioner portal on the ServeNebraska website, and Commissioner recruitment. All Commissioners are asked to review the orientation materials and then contact Chair Rocker to provide feedback. There are still several open spots on the Commission, including designated spots such as someone from a union, a national service representative, and someone representing volunteerism. Commissioner Neary suggested contacting someone from the Nebraska Education Association regarding the teacher's union. There are some applications in progress, but if a Commissioner has a suggestion he/she should contact Chair Rocker. Rocker expressed an interest of recruiting Commissioners that reflect diverse communities.
- **AmeriCorps & National Service Committee** – Committee Chair Jennifer Worthington  
This committee met in September. The minutes were sent as part of the consent agenda. The meeting focused on minor updates to the Branding Policy and the Notice of Funding Opportunity (NOFO) which has a deadline of November 18. The committee also discussed program updates. The AmeriCorps Member Kick-Off Event was held October 9 and went well. Four Commissioners attended all or part of the event (Amy Hall, Sheila O'Connor, Joe Popevis, Jennifer Worthington). The next meeting is scheduled for December 18 and will focus on the NOFO and applications received.
- **Governance and Funding Committee** – Commissioner Ashley Hatheway  
Commissioner Hatheway provided a review of expenditures. Additionally, she reviewed the Commission Support grant and the Commission Investment Funds. Some concern was voiced re: the return of funds to CNCS and how it could affect the relationship with them and future funding. Commissioner Hatheway also provided information regarding the account with the Nebraska Community Fund, our federal interest, and the awards and program funds.

**Motion #2:** Commissioner D. Kare Heilbrun moved to approve the Expenditures as presented.

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

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

**Motion #3 and Motion #4:** No action or motion was done regarding the Commission Support Grant or the Commission Investment Funds. Chair Rocker shared that Executive Director Plager has requested that these be discussed further at an Executive Committee Meeting.

- **Community Volunteering Committee** – Commissioner Marjorie Maas  
Committee Chair Maas focused on today's event, the Step Forward awards. The amount raised in sponsorships was approx. double what was raised last year. A new venue may be needed next year due to the size of the event and a desire to grow it more. Some discussion was held regarding working to have the Governor present, as it would elevate the status of the event. Appreciation was voiced for Lt. Governor Foley's involvement. Plans are still being discussed for ServeNebraska. More information will be shared at a later date. Commissioner Maas provided a brief review of the Service Enterprise training that was held in August and attended by Commissioners Maas and Heilbrun and staff Plager and Zinke. The committee will further discuss if ServeNebraska wants to be a hub site. There is a meeting on November 1 with Senator Vargas about LB477. A committee meeting is scheduled for November 14, which will include a discussion of Service Enterprise as well as LB477 and to best proceed with both. Commissioner Maas read a federal budget update that was shared by Executive Director Plager. ServeNebraska will continue to monitor the federal budget as well as the CNCS Transformation and Sustainability Plan. Commissioner Stengel shared the CNCS office in Kansas City is now open and serves 8 states.

## **OPERATIONS UPDATES AND ACTIONS – Commissioner Susan Rocker**

Commissioner Rocker will ask Executive Director Plager to email an operations update since she was unable to attend today. Rocker shared that the Public Information Officer (PIO) position is still open. An offer was made to a candidate, but the person accepted another position. The PIO position will be readvertised.

## **NEW BUSINESS**

### **○ Nomination Committee for Vice-Chair**

The Vice-Chair position will be vacated in April when Commissioner Maas moves to the Chair position; creating a need for a Nominating Committee. Commissioners Nestor and Worthington offered to be on the committee.

**Motion #5:** Commissioner Stephanie Mueller moved to establish a Nominating Committee comprised of Nestor and Worthington.

**Second:** Commissioner D. Kare Heilbrun seconded the motion.

**Vote:** 13– Yes; 0 – No; 0 – Abstained; Motion was carried.

### **○ Disaster Ad-Hoc Committee**

The Disaster Ad-Hoc Committee was created at the July meeting. The committee has met and discussed the 2019 flood response and recovery. The next meeting was tabled due to event preparations for the Step Forward awards. Chair Rocker requested a report at either the January 2020 or April 2020 meeting. Chair Rocker asked if any new Commissioners were interested in the committee. Commissioner Zamora requested to join the Committee.

## **UNFINISHED BUSINESS**

- **Updates re: CNCS Transformation and Sustainability Plan:** This topic was tabled to the next meeting.
- **ServeNebraska - DHHS MOU Status:** Interest has been expressed in updating this Memorandum Of Understanding, especially in regard to IT support. This is still being explored. Chair Rocker requested that the MOU be added to the Commissioner portal on the website.
- **ServeNebraska Website:** Progress is being made to the website. There are two portals: Programs and Commissioners. Chair Rocker encouraged Commissioners to review the website and the portal and share any feedback regarding improvements. A request was made to post the list of 2020 Commissioner meetings on the portal.

## **NEXT COMMISSION MEETING**

- The meeting will be January 10, 2020 in conjunction with the Senator Breakfast. It will be held at 1526 K Street.
- No location has been set for the April meeting. ServeNebraska will coordinate this meeting since it typically is a longer meeting and may involve hotel rooms, etc. Chair Rocker encouraged Commissioners to consider hosting the July meeting.

## **ADJOURN – Commission Chair Susan Rocker**

There was no further business to come before the Commission. The meeting was adjourned at 2:42PM (CST). The voting record is attached to these minutes.

Submitted by, \_\_\_\_\_  
Michelle Zinke, Program Officer

Approved by, \_\_\_\_\_  
Susan Rocker, Chair

**ServeNebraska Commission Meeting October 25, 2019**

**VOTE RECORD**

<b>NAME</b>	<b>Attendance</b>	<b>Motion 1</b>	<b>Motion 2</b>	<b>Motion 3</b>	<b>Motion 4</b>	<b>Motion 5</b>	<b>Motion 6</b>	<b>Motion 7</b>
<b>Commissioner Name</b>	<b>P</b> = Present <b>NP</b> = Not Present <b>NV</b> = Non-Voting <b>AB</b> = Abstain	Approve consent agenda	Accept review of expenditures	Review and approve Commission Support Grant - TABLED	Review and Approve Commission Investment Fund - TABLES	Approve members of nomination committee (for new vice-chair)		
Blomstedt, Matthew	NP	NP	NP	-	-	NP		
Hall, Amy	P	Y	Y	-	-	Y		
Hatheway, Ashley	P	Y	Y	-	-	Y		
Heilbrun, D. Kare	P	Y	Y	-	-	Y		
Hiatt, Lisa	NP	NP	NP	-	-	NP		
Hovey, Dawn	NP	NP	NP	-	-	NP		
Legband, Christine	NP	NP	NP	-	-	NP		
Maas, Marjorie	P	Y	Y	-	-	Y		
Mallette, Diane	P	Y	Y	-	-	Y		
Mueller, Ashley	P	Y	Y	-	-	Y		
Mueller, Stephanie	P	Y	Y	-	-	Y		
Nestor, Pastor Wayne	P	Y	Y	-	-	Y		
O'Connor, Sheila	NP	NP	NP	-	-	NP		
Popevis, Joe (Joseph)	P	Y	Y	-	-	Y		
Neary, Deborah	P	Y	Y	-	-	NP**		
Rocker, Susan	P	Y	Y	-	-	Y		
Schilz, Debra	P	Y	Y	-	-	Y		
Worthington, Jennifer	P	Y	Y	-	-	Y		
Zamora, Paige	P	Y	Y	-	-	Y		
<b>TOTAL</b>	<b>14</b>	<b>14-Y, 0-N</b>	<b>14-Y, 0-N</b>	<b>-</b>	<b>-</b>	<b>13-Y, 0-N</b>		
Stengel, Patti* (CNCS)	P							

\*Ex-Officio

QUORUM REQUIRED by BYLAWS: 7 (1/3 of appointed members)

NUMBER PRESENT in Person: 14

NUMBER PRESENT by Teleconference: 1 (Ex-Officio)

NUMBER STAFF/GUESTS: 1

Michelle Zinke

\*\*Deborah Neary left at 2:15pm and was not present for this vote.