



**Wisconsin National & Community Service Board Meeting**  
**October 6, 2022, 10:00 AM – 12:00 PM**

<i>Board Members Present:</i>	Christine Beatty (chair), Yolanda Shelton-Morris (vice-chair), Theresa Clark, Anthony Hallman, Paula Horning, Margaret (Jane) Moore, Adam Riley, Jana Steinmetz, Patricia Takamine David Moldavsky, Yekaterina (Katia) Tovmenko, Jen Rombalski, Karen Pritchard
<i>Board Members Not Present:</i>	Leah Moore, Donald Placidi, Susan Schwartz, Tamara Mouw,
<i>Staff Present:</i>	Jeanne Duffy, Kyle Clower, Robin Lee, Amy Fink, Steven Yule, Olivia Rasmussen
<i>Program Staff and Guests Present:</i>	Shelly Kaiser, Brian Blahnik, Diane Robinson

**Call to Order**

Christine Beatty called the meeting to order at 10:02 AM.

**Presentation Milwaukee Christian Center – YouthBuild AmeriCorps**

Milwaukee Christian Center (MCC) YouthBuild program directors Patrick Schrank and Maya Marion and MCC YouthBuild AmeriCorps members Clarence Wilkerson, LeNiya Holloway, and Dajon Mitchell welcomed the Board to their building. They gave a presentation regarding the service done by Milwaukee Christian Center (MCC) YouthBuild AmeriCorps members. Patrick and Maya gave an overview of the larger organization of Milwaukee Christian Center and the MCC YouthBuild program, including their AmeriCorps members' construction service and educational programming. Clarence, LeNiya, and Dajon then described their service, why they are serving, the skills they have gained, and their plans after their service.

**Public Comment**

None

**Review & Approve Minutes from the May 26, 2022 Board Meeting**

***ACTION ITEM – Pat Takamine made a motion to approve the minutes from the May 26, 2022, WNCSB meeting. Second by Tony Hallman. The motion was unanimously approved.***



**AmeriCorps**  
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## **Committee Reports**

### ***Executive Committee***

No report

### ***Public Policy & Outreach Committee***

No report

### ***Program Evaluation & Development (PE & D) Committee***

PE & D meeting is on December 6. Steven Yule let people know that we will have the meeting in person.

## **Bylaws Amendment**

Anthony Hallman proposed an amendment to "Article V. Officers" of the Wisconsin National and Community Service Board bylaws.

The bylaws currently state:

### ***ARTICLE V. OFFICERS***

***SECTION 1. The Board shall elect a Chairperson and a Vice Chairperson from its voting membership.***

***SECTION 2. The election of officers shall take place annually at the first meeting of each year.***

***SECTION 3. Election of officers shall be by a simple majority vote.***

The proposed amendment reads as follows:

### **ARTICLE V. OFFICERS**

**SECTION 1. The Board shall elect a Chairperson and a Vice Chairperson from its voting membership.**

**SECTION 2. The election of officers shall take place at the first regular meeting of each year.**

**SECTION 3. A Nominating Committee consisting of three members of the Commission shall develop the slate of candidates for the election of officers.**

**SECTION 4. Election. The voting members of the commission shall elect two of the voting members to serve as Chair and Vice Chair of the Commission. Each officer shall be elected by a majority of the Commission. If more than one person is nominated for an office, election must occur by paper ballot.**

**SECTION 5. Terms of Officers. Each officer shall be elected for a term of one year. Their term of office shall be effective the end of the meeting in which they were elected until the end of the meeting of the next election. Any officer may be elected to no more than two successive terms to the same office. Following at least one year out of office, persons who have served as officers are again eligible for election.**

Following board discussion of multiple aspects of the proposed amendment to the bylaws, Pat Takamine suggested adding additional language regarding the nominating committee creating administrative guidance related to the election of officers.

***ACTION ITEM - Pat Takamine made a motion to amend the proposed changes to the bylaws to include a provision that the nominating committee has the authority to develop the processes related to selecting a slate of candidates for the chair and vice-chair positions. Second by Paula Horning. The amendment to the proposed bylaws amendment was unanimously approved.***



Following additional discussion of the potential changes to election guidelines and processes, a motion was made to approve the proposed changes to the bylaws

**ACTION ITEM - Anthony Hallman made a motion to approve the submitted proposed amendment to the Wisconsin National and Community Service Board bylaws pertaining to the election of board officers and term limits as amended with the language that the nominating committee has the authority to develop the processes related to selecting a slate of candidates for the chair and vice-chair positions. Second by Yolanda Shelton-Morris. The motion was approved by a vote of 6 to 4.**

### **Member Survey Results**

Olivia Rasmussen presented an overview of the results of the surveys taken by 2021-2022 AmeriCorps members about their service. Olivia provided statistical data from the responses to the survey questions and member quotes from open-ended questions. She highlighted information from multiple survey subjects, including overall satisfaction with service, how they were impacted by their service, the best aspects of their service, areas for improvement, and information regarding why they joined and how they heard about their program.

Yolanda Shelton-Morris suggested adding questions specific to diversity, equity and inclusion, looking at demographic data about the experiences of the AmeriCorps members in their programs and where they are serving.

Jeanne Duffy provided board members with a description of how Serve Wisconsin provides survey data to programs and an overview of the education award and living allowance in response to board member questions.

### **VISTA & Commission Funding**

Jeanne Duffy gave an overview of the VISTA program operated by Serve Wisconsin and why staff are looking at winding the program down due to multiple challenges. She began by describing the factors surrounding its creation and the differences between the structure for AmeriCorps VISTA and the AmeriCorps State programs. She described that the program was initially successful but that recruiting challenges have increased over the last year with the changing economy. She also described the additional challenge of VISTA having a lower living allowance than those for AmeriCorps State programs, which creates some equity concerns when recruiting for the program. Jeanne continued by informing the Board that AmeriCorps headquarters stated that starting in 2024, we cannot use our Commission Support Grant funding to pay the salaries of people who are supporting the VISTA program. The Commission Support Grant is our primary funding to fund everyone's salaries. She explained that one way to continue the program is by increasing host site fees for organizations. We do not want to do this since the program is targeted to smaller nonprofits as places for VISTA members to serve. Unless there are significant changes to the federal funding, staff will wind down the VISTA program.

### **Board approval of Commission Support Grant and Commission Investment Funds Grant Budgets**

Jeanne Duffy described the recent submission of the Commission Support Grant and Commission Investment Funds Grant Budgets to the federal AmeriCorps office. She explained that each year the application material is sent out within just a few weeks between receiving and needing to submit, so staff must submit the budgets before gaining board approval and then ask for formal approval following their submission. She explained that if there are any objections to the budget, changes could be made to budgetary line items during Round Two of funding in the spring. Jeanne then highlighted specific sections of the budget to provide explanations for them.

**ACTION ITEM – Tony Hallman made a motion to approve the Commission Support Grant and Commission Investment Funds Grant Budgets as submitted to the federal AmeriCorps office. Second by Jane Moore. The motion was unanimously approved.**



## **State Service Plan**

Jeanne Duffy gave an update on progress made over the last few months on goals in the current state service plan. She discussed that one area of success has been recruiting new programs, with seven planning grants currently awarded for five new AmeriCorps programs and two expansions of current programs. She announced that Wisconsin officially became an Employer of National Service and that Wisconsin now has 42 Employers of National Service. She then described that advocacy on matching education award will be the focus in 2023 and that she had been working with a former AmeriCorps member, a UW System regent, to present the issue.

Jeanne concluded with an update on increasing staff capacity. Olivia's position is a new position, and permission to hire Alexis's replacement. She then explained that we will apply for a new full-time position using our 2% Admin funding, so once we are fully staffed, we will have two new staff positions.

## **Volunteer Generation Funds**

Jeanne Duffy informed the Board that Robin Lee would be leaving his position with Serve Wisconsin. He manages the VGF grant. Robin Lee thanked the Board for his time working with them and let them know that he would be transitioning to a new position with the Department of Energy with their weatherization program.

## **Updates**

### ***Board Vacancies***

Jeanne Duffy informed the Board that there are currently three vacancies. There is a candidate for one of the positions, but we need candidates representing the business community and from labor.

### ***Mandatory Annual Public Records Training***

Jeanne Duffy informed board members that she sent instructions to them in their board packets for what they need to do to complete their required online public records training. She informed the Board that if they copy one of the staff on any board-related emails it will automatically be retained as a record. She continued that if they want to communicate about staff or other issues without including Serve Wisconsin staff, that by including Jana Steinmetz on these messages, they are automatically retained since she is a state employee. Board members must keep copies if no state employees are included in the email/conversation.

### ***AmeriCorps (federal)***

Katia Tovmenko gave a report from the regional AmeriCorps office, beginning with her looking forward to meeting with the Serve Wisconsin staff when she travels to Wisconsin the next week. She informed the Board that AmeriCorps would be hiring for a regional VISTA recruitment position. She then highlighted the AmeriCorps State and National Native nations notice of funding opportunity that is open right now and the associated planning grants opportunity for Native nations. She continued that AmeriCorps is very excited to be hopefully opening up next month an AmeriCorps Seniors Native nations funding opportunity as well as an AmeriCorps Seniors workforce development funding opportunity.

### ***AmeriCorps Senior Program Association***

Diane Robinson informed the Board that she was recently elected Board Chair for the Wisconsin Senior Corps Association following the retirement of Barb Evans. She is asking all Wisconsin AmeriCorps Seniors programs to review the bylaws of the association and make suggestions for best practices as a first step. She explained that she is looking forward to the training series they will be developing and having some experienced directors share with others to strengthen their programs.



## **Program Directors Association**

No report

## **Commission Members**

Anthony Hallman suggested looking at doing a board retreat in conjunction with one of the upcoming meetings as had been done a few years ago. He also suggested putting together a brief questionnaire survey for board members to help them to learn more about each other, particularly with several new board members. He would create some questions and staff could then distribute the survey. He indicated that in previous years, brief biographies and photos of board members had been on the websites.

Christine Beatty asked if board members could get updated AmeriCorps clothing items with the new logo if staff could send out a link to where that could be done. Jeanne Duffy described the process for ordering through Lands End Business, where we already have the logo on file. She described that in the past they had a challenge that if board members did either three or four presentations about AmeriCorps for recruiting members, they could earn a free sweater or logo jacket, which the Board could think about that for 2023. She continued that we typically do a large order of gear for AmeriCorps members and could give them to the board members at a meeting after it arrives.

## **Serve Wisconsin Staff**

Kyle Clower gave an update to the Board on recruitment efforts, including that we currently have 34 tabling events and presentations planned for this year. He then let the Board know that Serve Wisconsin is looking at doing another Day at the Capitol in March 2023 to be timed around AmeriCorps Week. He continued that this event is included in the state service plan and that after holding the event in 2020, we have not held one since due to COVID-19 and session scheduling. As the event comes together, he will reach out to the Public Policy and Outreach committee members. Kyle then informed the Board that the 2022 Opening Ceremony would be on November 4 from 10:00–11:30 AM. He also let the Board know that this year that Serve Wisconsin would be doing a Financial Literacy and Future Planning training series for AmeriCorps members this year, with the first session on October 28.

Steven Yule informed the Board that with Alexis Matthews leaving Serve Wisconsin in September, he temporarily reprised his role as RFP Manager for the Competitive funding cycle this fall. He described that the due date for Competitive applications was on October 4 and that we received seven recomplete applications, seven continuation applications, and five Public Health AmeriCorps applications.

## **Adjourn**

***ACTION ITEM – Christine Beatty made a motion to adjourn the meeting. Second by Tony Hallman. The motion was unanimously approved. Meeting adjourned at 12:23 PM.***

