

BOARD OF DIRECTORS MEETING

In-Person

March 11, 2023

Meeting Minutes

Directors Present: John Lee Evans, Dan Baker (Ex-officio). James Baldwin, Carla Brown, Bridget Davis, Kevin Elliott, Kristina Owens, Sue Forster-Cox, , Gretchen Upholt, Albert “Beto” Whitaker, Jeffrey Janis, Michael Roman and Faith Van Gilder, Chip Levengood (online) and Malorie Jones

Directors Absent: None

Staff Present: None

Meetings begins: 9:07am. ET

CALL TO ORDER – John Lee Evans – Board Chair

Presentation of the minutes from October, December and January

MOTION 1: To approve the October 2022 minutes

Motioned by **Faith**. Seconded by **Sue**. Motion approved

Votes - 14 In favor, 0 Opposed and 0 Abstention

MOTION 2: To approve the December 2022

Motioned by **Faith**. Seconded by **Kristina**. Motion approved

Votes - 14 In favor, 0 Opposed and 0 Abstention

MOTION 3: To approve the January 2023

Motioned by **Chip**. Seconded by **Mike**. Motion approved

Votes - 14 In favor, 0 Opposed and 0 Abstention

Chair John Lee Evans Report

- The Chair announced that the Board is doing a lot
- The Chair has discussed with Dan the plans for NPCA in 2023
- The Chair informed the board that he is happy with the board's support
- The Chair informed the board that the Shriver Summit debrief will be held at the board retreat after the formal board meeting

Update by Dan Baker – President and CEO

- The President thanked everyone for attending the in-person board meeting
- The PC connect meeting will not be held in person in 2023. Instead it will be held online
- Programmatic update –
 - Kathleen Sabastian is the new Affiliate Coordinator
 - Affiliate advisory committee is almost complete (seats filled)
 - NPCA is contacting the affiliates that have not reaffiliated to see why
 - The number of Affiliate numbers (180) is not accurate. The more accurate estimate is approximately 120. This will be confirmed.
 - The Maureen Orth “Never stop serving challenge” is in place. To support this program NPCA is signing a MOU with Give Pulse.
 - Global Entry program – due to sunset on March 31st
- Request to the board – Support marketing the “Never stop serving challenge” within our respective networks. Also, the board was informed that there will be virtual opportunities
- The President discussed the draft President/CEO workplan. Priorities are **1- Fundraising** (goal is \$1 million and CRM), **2 - Strategic plan development** including outreach via DEI survey affiliate, focus group meetings and virtual PC connect, **3 - Advocacy** (Re-authorization push and increase in the PC budget to \$495 million). Advocacy work will no longer include promoting the establishment of a 501c 4 for a PAC that would support candidates for peace building. Any new advocacy work will shift to national service, **4 – Program** The priorities are the “Never Stop Serving Challenge, professionalizing how we support affiliate groups as well as helping affiliate groups increase impact, and supporting community fund grants **5 - Financial Management** ensuring the financial stability of the organization

MOTION 4: To approve President/CEO Goals/objectives (Dan will send) revised goals and objectives to the Chair

Motioned by **Mike**. Seconded by **Gretchen**. Motion approved

Votes - 14 In favor, 0 Opposed and 0 Abstention

Finance Report – by James Baldwin

- Update- Presentation of the financials indicate that NPCA owes itself. If NPCA meets its \$1 million fundraising goal NPCA will repay itself
- Full financial report can be accessed
- James provided a description of the application process that will allow NPCA Employee Retention Tax Credits

MOTION 5: NPCA should apply for the Employee Retention Tax Credit

Motion by the **Finance committee**. Seconded by **Gretchen**. Motion approved

Votes - 14 In favor, 0 Opposed and 0 Abstention

Fundraising Report – Jeffrey Janis

- Report demonstrates all the action points that were completed
- **Recommendation** – The committee does not recommend increasing the Shriver Circle level at this time
- The committee will send a board engagement agreement and the NPCA giving value to board members
- The fundraising plan will be completed by the staff
- There will be fundraising training for the board. The team will do two per-year
- NPCA has some potential high-level donors to make fundraising goals

MOTION 6: Approve the board member agreement by current and future board members

Motion by the **Finance committee**. **Seconded** by Mike

Votes – 11 In favor, 0 Opposed and 3 Abstention

MOTION 7: To hold two fundraising training on steward and social media training

Motion by the **Fundraising committee**. **Seconded** by John

Votes – 13 In favor, 0 Opposed and 1 Abstention

Governance Report - Chip Levensgood

- There needs to be some oversight of NPCA program activities. Therefore, the Vice Chair's role will have oversight for programs
- Virtual PC Connect is scheduled for September 8th and 9th

- Annual board meeting - September 23, 2023, from 1pm to 4pm
- There was discussion on the calendar for board member elections
- Skills survey will be distributed
- Ensure that the fundraising policies and governance are finalized

Subcommittee

- Member elected board member description will change to at large
- One at-large director would be a co-chair

MOTION 8: Move to define the division of member elected board members to at large board members and ensure that there are a broad range of candidates based on pre-identified profiles

Motion by sub-committee **Seconded** by Beto

Votes – 14 In favor, 0 Opposed and 0 Abstention

Affiliate Group Update - Kristina Owens

- AGNAC is developing a strategic plan
- There has been discussion about the governance reform that has proposed
- There are two open positions – One DEI vacancy and Geographic group vacancy
- Planning for AGNAC

DEI Special Committee – Albert Whitaker

- Two surveys were finalized and published
- The committee is recruiting for DEI advisory committee member

MOTION 9: Move to establish the DEI as a Standing committee

- Motion by **DEI special committee. Seconded** by Bridget
- **Votes** – 13 In favor, 0 Opposed and 0 Abstention

Adjournment – John Lee Evans

The meeting was adjourned at 12:43 p.m. ET.

Respectfully submitted,
Carla Brown-Ndiaye, Secretary