

**Corporation for National and Community Service
Minutes of the Board of Directors Meeting
September 27, 2000**

The Board of Directors convened at the Corporation's headquarters in Washington, D.C. The following members of the Corporation's Board were present:

Amy Achor
Victor Ashe
Juanita Doty
Thomas Ehrlich
Chris Gallagher
Carol Kinsley
Art Naparstek
Bob Rogers
Alan Solomont (via telephone)

The following person was present and invited to participate by the Board:

Toni Fay

OFFICIAL ACTIONS

The Board approved the minutes of the meeting on June 12, 2000, as amended to reflect an accurate record of the new Board members sworn in at the meeting as well as a complete roster of new Board committee assignments. (Transcript, 6-7).

The Board approved by acclamation a resolution honoring the service of Harris Wofford as Chief Executive Officer. (Transcript, 14-15).

The Board approved by acclamation a resolution calling upon the heads of the Corporation and the Points of Light Foundation to undertake a joint study of ways to work together in carrying out the activities of the National Service Leadership Institute and to consider pilot efforts to promote the Foundation's involvement. (Transcript, 35-38).

The Board approved without objection an updated strategic plan for submission under the Government Performance and Results Act. (Transcript, 40-41).

SUMMARY OF BOARD DISCUSSIONS

Swearing-in of New Members

The following new members were sworn in: Bob Rogers, Carol Kinsley.

Chief Executive Officer Report

Harris Wofford noted that his term as CEO ends on January 20, 2001 and recognized the efforts of Chief Operating Officer Wendy Zenker, Chief Financial Officer Tony Musick, Chief of Staff John Gomperts, and the network of state commissions in strengthening the Corporation's management and programs. He reported on promising programmatic initiatives, including those focusing on the digital divide, persons with disabilities, and Native Americans. He expressed optimism on the prospects for increased appropriations and praised the increasing efforts to reauthorize the Corporation, including a letter circulated by Governor Mark Racicot and signed by 49 Governors of the 50 States and Governors of three Territories.

Mr. Rogers and Mr. Solomont acknowledged Mr. Wofford's service as CEO, and the Board adopted a motion offered by Mr. Ashe expressing its appreciation to Mr. Wofford for his years of service to AmeriCorps and other endeavors in public service in this country.

Executive Committee Report

Mr. Rogers listed the members of the executive committee: Tom Ehrlich, Art Naparstek, Chris Gallagher, and himself.

On the status of board development, Mr. Rogers reported that all but one of the 15 positions authorized in statute are either confirmed or in the process of being subject to confirmation. All but three of the 14 positions have been confirmed.

Mr. Rogers noted that the President had most recently nominated Toni Fay, a senior adviser with Time Warner, Inc. and that Ms. Fay would be joining the meeting later.

Mr. Rogers also reported that the committee had discussed the succession process that would accompany the upcoming change in administrations and expressed confidence that the Corporation would not have any significant issues of continuity of management and staff to maintain operations during the transition. He noted the ongoing need for additional appropriations to support administrative functions.

Management, Audit, and Governance Committee Report

Mr. Gallagher reported that the committee had met several times since the last Board meeting, most recently the preceding day with the Inspector General, who provided an overview of the financial audit process for the fiscal year ending September 30, 2000. KPMG has been selected by the Inspector General as the audit firm. Mr. Gallagher noted that KPMG and Karyn Molnar, its principal, will bring continuity to the audit process based on their previous work providing audit services related to the Corporation. Mr. Gallagher reported that KPMG would, as part of the financial audit, examine controls over the new Momentum accounting system and the new Web-based reporting system and that the audit was scheduled to begin on November 13, 2000.

Regarding the upcoming transition, Mr. Gallagher commented on the importance of sustaining the Corporation's progress on priority management projects, including the financial systems audit, the new grant system, and other initiatives such as the recruitment system. He reported that the Corporation has selected a contractor to design a new grant system and that work has begun. He reiterated Mr. Rogers' concern about the need for adequate administrative funds being made available through the appropriations process.

Communications Committee Report

Art Naparstek reported on the committee's meeting the preceding day that included Amy Achor and Corporation staff Chris Benero and Kevin Avery. He displayed two posters featuring the tag line "Your world, Your chance to make it better," which may be used in upcoming public service announcements. Mr. Naparstek discussed the challenge of integrating the various streams of service into one message about national service and stated that this remained a priority for the Corporation's marketing strategy.

Mr. Naparstek reported that Warner Brothers had agreed to promote national service recruitment in connection with its upcoming movie Pay It Forward, starring Kevin Spacey, Helen Hunt, and Haley Joel Osmont. Time Warner and AOL are also helping to use this opportunity to increase public awareness about national service.

Mr. Naparstek described the status of legislative activity concerning 2001 appropriations and reauthorization, making special note of Governor Racicot's work related to the letter in support of reauthorization signed by nearly all of the nation's governors.

Planning and Evaluation Committee Report

Mr. Ehrlich reported on the committee's meeting the preceding day, with reports about their ongoing work from the Directors of AmeriCorps, Service-Learning, Senior Corps, and Evaluation. He praised the expanded use of the Web to bolster recruiting efforts.

Mr. Ehrlich reported on discussions about the interest of the Points of Light Foundation in the National Service Leadership Institute and proposed a resolution to have the Corporation and the Points of Light Foundation explore ways to strengthen leadership training, including pilot efforts. The resolution passed unanimously.

Mr. Ehrlich mentioned the successful progress of several evaluation efforts, including the longitudinal study of AmeriCorps members. He noted that a pilot project on using citizenship materials in AmeriCorps programs has not been implemented yet, and he reported on the renewed commitment on the part of the Directors of AmeriCorps and the Department of Evaluation and Effective Practices to move forward on this. He also spoke of plans to move forward a study on the value added by Corporation programs.

Mr. Ehrlich presented an update to the Corporation's strategic plan to the Board which the Board approved without objection. Mr. Ehrlich advised that the committee has begun discussions about the strategic plan for the next 5-year period, a process that will involve the public and the national service field.

Mr. Ehrlich thanked those who contributed to a report by the Board to the incoming Administration.

Ms. Kinsley recognized the efforts of the Corporation's program directors for their work over the past five years in helping national service programs to mature.

Mr. Wofford gave special recognition to Christine Benero as head of public affairs and public liaison, Gary Kowalczyk for his work integrating programs and in other management areas, Wendy Zenker for her leadership as Chief Operating Officer, and Thomasenia Duncan for her service as General Counsel.

Reports to the Board

Rosie Mauk, Chair of the American Association of State Service Commissions (AASSC), and Bill Sundermeyer, Executive Director of AASSC, reported to the Board on the activities of AASSC, which is a 501(c)(3) organization that represents both staff and commissioners of state commissions. AASSC has opened a D.C. office and has a new website. Ms. Mauk distributed the organization's annual report.

Ms. Mauk described AASSC's activities in providing peer-to-peer training to commissioners under a training and technical assistance grant from the Corporation. Ms.

Mauk stated that AASSC was trying to support the continuous improvement efforts of commissions in the area of fiscal management.

She noted that AASSC is also engaging in legislative advocacy, including testimony on reauthorization at the invitation of a Senate subcommittee on reauthorization. Juanita Doty described her recent participation in the Mississippi Commission's audit exit meeting with KPMG and encouraged other Board members to do so in other states. Bob Rogers suggested that the Corporation's Chief Operating Officer and Inspector General circulate information that would help Board members to attend such meetings in the future.

Mr. Wofford noted that AASSC is entirely independent of the Corporation.

Mr. Rogers welcomed Toni Fay, who joined the meeting at this time.

Jane Oates of Senator Edward Kennedy's staff described the growing bipartisan support for reauthorization.

Betsy McGee, co-director of the Academy for Educational Development described the Learning In Deed K-12 service learning initiative, supported by the Kellogg Foundation. Service learning is proving to be an effective tool to developing rigor, relevant, relationships, and real-work connections in reforming and reinventing schools. Ms. McGee distributed a publication entitled *Creating Inclusive Communities*, which discusses how to increase diversity in the field of service.

Brook Beard from Campus Compact reported that there is a growing notion of the utility of service learning as a pedagogical form and as a way to make civic engagement a part of the public purpose of higher education. He described the evolution from community service to voluntarism to integrating service learning into the curriculum to the current status of having campuses engaged in partnerships with community entities. He lauded the Corporation's role as a catalyst in this movement in higher education.

Tony Ganger, the YMCA-USA's national service learning director, reported on his organization's efforts to integrate service learning into its work with adults as well as K-higher education students.

Rick MaCahey and Joann Jastrzab of ABT Associates, a nonpartisan social and economic policy research and evaluation firm, reported on a descriptive study on AmeriCorps literacy programs and a reading outcomes study, the latter of which found statistically significant gains in reading levels of AmeriCorps-tutored students as compared with norms for a nationally-representative sample of students.

Adjournment

Mr. Rogers adjourned the meeting.