

ORNCC BOARD MEETING MINUTES – JUNE 8, 2003  
Met at Sophia's wonderful home on the River

Board Members Present: Sophia Douglas, Stuart Watson, Michael Dreiling, Maya Balenz, Karen Campbell; Bryn Hazell; Bob Hall. And Guests: Tiffany Meyer, Lisa Marie DiVincent, Dorothy Ann Cole. Facilitator: Michael. Notetaker: Bryn.

**Action Item Summary:**

1. Requested that Stuart send out email to volunteers, asking for estimates of time donated for this year's Marshall visit.
2. Stuart and Bob will attend OPI meeting. Stuart will send out an invitation to ORNCC Board to attend.
3. Bob, Maya, Lisa Marie and Michael volunteered to be on task force researching pros/cons of having 501C3. Will report at our next meeting.
4. ORNCC BOARD WELCOMES NEW MEMBERS LISA MARIE AND TIFFANY
5. Bryn appointed secretary. Tiffany will back up.
6. Task force to come up with a policy statement on ORNCC policy re: certified and non-certified trainers. Bryn, Stuart, Dorothy Ann.
7. Request for Stuart to make a specific request for compensation for work contributed toward Marshall's visit.
8. Formed a celebration committee - Karen, Michael volunteer to come up w/suggestions for recognition and celebration.
9. Stuart, Tiffany, Sophia, Bryn on task force to develop suggested schedule.
10. Bryn volunteered to put sustainability brainstorm into suggested categories.

Board Meeting Begins.

Reviewed current ORNCC structure: Co-chair: Sophia and Stuart; Treasurer: Michael; Secretary: (Open position); board members: Bryn, Maya, Bob and Karen; Advisory Board: John C., Holley H. (Jim Drews has been suggested)

Group reviewed Agenda and Targeted Times for Discussion

Treasurer's Report:

Acct. has \$28,128 (May, 2003). Last yr. we had \$3,800. Still have some expenses outstanding. Stuart's written financial account of Marshall's visit is included in the record.

Celebrated this financial success, plus the successful grassroots marketing, affordability of workshops, ability to now move forward with financial resources. Want to keep track of number of volunteer hrs. spent on next year's visit because they count as in-kind contributions when requesting grants. Also keep track of materials donated for same reason. Statewide mailing and donation request at workshop tables generated contributions of \$1,000 and \$200.

**ACTION ITEM:** Requested that Stuart send out email to volunteers, asking for estimates of time donated for this year's Marshall visit.

Practice Groups Report:

Total of 13 to 14 groups in Portland, none in Salem, 6 in Eugene and 2 in Bend.

Healing Sessions Report:

May 18<sup>th</sup> ½-day session w/Stuart and Leah and Sophia, Bob, and Maya (facilitator). Both Stuart and Leah expressed some resolution, lightening, hope and confidence in NVC process as a result of the session. In the broader context, this is a good model for addressing future pain involving core team.

OMA (Oregon Mediators Assoc.) Proposal:

Stuart and Sophia have put in a request for a 3-hour training.

Discussion of Organizational Structure:

- Currently we are a non-profit corporation, which gives us a tax ID, allowing for a bank account
- Regarding the 501C3 (tax-exempt, non-profit and able to accept tax-deductible donations): Currently have association with Oregon Peace Institute that allows us to receive tax-deductible donations through them. OPI has a meeting on July 26 to discuss its future. They've invited us to attend.

**ACTION ITEM:** Stuart and Bob will attend meeting. Stuart will send out an invitation to ORNCC Board to attend.

- Agreed that our need is for organizational sustainability.
- If considering a new partner, shared values, able to share work, 501C3 ability and collaboration on advertising and promotion to our constituencies are important.
- Mentioned PSNCC (Puget Sound Network for Compassionate Communication), Empowerment Community, Fellowship of Reconciliation (Freedom Project under FoR), and Oregon Peaceworks (also establishing a 508 although this idea discounted because of "church" and other concerns) as possibilities.
- 501C3 is important when requesting grants, as well as the tax-deductibility.
- Four options:
  1. Stay non-profit corporation but not 501C3.
  2. Stay with OPI and see where it's going.
  3. Pursue 501C3 while associated w/OPI – cost estimate: \$700 and 6 mos.
  4. Look for other partners that are tax-exempt and meet qualifications.

No decision on which option at this time. If OPI disbands, Dorothy Ann will look into Empowerment Community. Karen will research FoR. Decided not to pursue OPW because they are not in alignment with NVC.

Bob has researched 501C3 requirements and has information. Lisa Marie suggests our own 501C3 could be umbrella for local NVC non-profits. Karen wants to know what other states are doing re: 501C3.

**ACTION ITEM:** Bob, Maya, Lisa Marie and Michael volunteered to be on task force researching pros/cons of having 501C3. Will report at our next meeting.

## BREAK FOR LUNCH

### Discussion of what to do w/our financial resources:

Bob: Important to know who we are and what we want when considering what to do with the money. Marshall is hoping for prison and education involvement.

Dorothy Ann and Tiffany: Long-term goals and short-term goals and objectives needed. Important to go through process of identity (Tiffany volunteers to facilitate). Need annual & quarterly breakdowns.

Lisa Marie – want money to go to fundraising and grantwriting.

Stuart – supporting NVC trainers, practice groups, spreading NVC in Oregon through workshops and events. Amt. of organizing required for future will need new person (not Stuart). Wants to make organizing more life-sustaining, non-burnout. HUGE job to promote Marshall. Wants understanding of the immensity of the task and wants it in resource discussion.

Karen: What will cost for Marshall be for next year? Would like to set aside amt. to cover it.

Michael: Points out people who mainly responsible for bringing Marshall for 3 yrs. in a row are STILL HERE! CELEBRATE! Supporting NVC growth primary use of resources because it's our mission. \$15,000 is not that much – a couple of workshops w/CT's this year (\$2,000/ea.), \$5,000 at least going into May next year and maybe P/T person for \$6-7,000.

Dorothy Ann – seems we've been crisis mode. Would like to see organizational structure to incorporate volunteers so that much wider support so it won't fall on the shoulders of just a few.

Sophia – would like to brainstorm sustainability and what's needed for it.

Bryn – does PSNCC make money through presentations? Stuart: Seems they recover costs – presenters share money with PSNCC

Bob – would like discussion re: trainers coming in from somewhere else and doing trainings. What's our relationship with them?

Tiffany – communications consultant helps people make marketing plan to make work efficient. Priority for annual outreach plan. Want more structure so that responsibilities in the future can be shared. Sharing would give sustainability.

### Brainstorm for what we need for sustainability:

Create sustaining revenue plan – retail, workshops, professional services.

Create work committees that result in shared contribution

Create newsletter to all of state for inclusion, information, contribution.

Plan actions that we can do joyfully

Keep fun and joy as part of work

NVC on-going media campaign?

Newsletter w/stories around the state

1. Maximize use of website. Register for workshops and pay for materials on-line through secure website. Website host database so people can enter themselves. Website would be main info place for workshops, etc. Interactive. Every city would have each its own page.

2. Improve efficiency of communications. Email etiquette.
3. Fundraising focus.
4. Break down recent Marshall planning experience (identify all functions) and develop plan for next time.
5. Organizational identity process and graphic identity process.
6. Develop annual outreach promotional plan
7. Designated communication officer to coordinate all promotion.
8. Celebrate our accomplishments with weekend retreat w/time for workshops w/things we'd like to share w/others.
9. Calendar program where key people have access - website.
10. Newsletter that connect people around the state. Dues in exchange?
11. Increase visibility throughout state – existing events – have a booth and do presentations.
12. Find new organizing committee for next year – focus on that.
13. P/T professional volunteer coordinator.
14. Develop a 12-month planning schedule.
15. Expand leadership pool and separate out leadership roles.
16. Consider putting on regular institutes for revenue-generating.
17. Contributions in future could be split with people coming in from outside.
18. Hire a p/t coordinator for the network (including volunteer, pr) – website, etc. \$7-10,000 for 10-month period.
19. Committee structures w/board assignments. The umbrella or the foundation for the future.
20. Policies and procedures. (policy for john c. to come up here, etc.)
21. Create certified trainers.
22. public forum
23. play and celebration part of planning
24. financial freedom/ entrepreneurship
25. step by step process for coordinating events – supply bag – signs/lists/etc. – coordinator packet
26. volunteer orientation packet – how our nvc organization works

Stuart: Suggest put-aside big discussion and percolate and handle some other business.

**New Board Members:** Stuart read criteria for board membership from last mtg. Michael brought up also awareness of legal and financial responsibility if we become a 501C3. Dorothy wants to wait for board to decide on p/t position because she would like the job and she's concerned about legal implications (would want liability insurance), Lisa Marie is a bit concerned about liability but is ready to go for it – would like time at the end of mtgs. to reflect on the way the meeting went. Tiffany – excited to be contributing in a leadership way where she has skills and enthusiasm. Is wanting to contribute professional expertise.

**ACTION ITEM: ORNCC BOARD WELCOMES NEW MEMBERS LISA MARIE AND TIFFANY**

**OCRNCC SALUTE:**

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**Appointment of Secretary:**

Notetaker at mtgs./ Actions determined out of it and distributed within 1 week.  
Email and mailing list of leadership maintainer  
Legal document signing.  
Keeping notes organized in format/maintaining archive.

**ACTION TAKEN: Bryn appointed secretary. Tiffany will back up.**

**Discussion of Non-certified NVC trainers and how to support them:**

Need for trust. Policy for ORNCC in promoting. What is ORNCC liability? Concern for board. Attorney could look at disclaimer. Want to have ways of promoting that are pre-determined. Want to know policy re: \$ is in alignment as well as their training ability? Want to support w/Disclaimer. Difference between endorsing and supporting? Contact list to trainers? Can we support people who want to become certified trainers? Sharing data base – what about privacy? Can have non certified trainer who will sign an agreement that not an ORNCC event/hold harmless. One page on website for certified trainer and another community calendar/activity page w/disclaimer. Non certified trainer could share a percentage w/ORNCC.

**ACTION ITEM: Task force to come up with a policy statement: Bryn, Stuart, Dorothy Ann.**

Michael: endorsement vs promotion, accountability (legal/hold harmless) and some expectations (fliers and what they're calling it/financial, etc), sharers vs people on track to certified trainers, selective promotion. Clarity of what we'll ask of them and what we'll provide to them.

Stuart and Sophia summarized idea of compensating for work on Marshall – appreciation but retaining people as well.

**ACTION ITEM: Request for Stuart to make a specific request for compensation.**

**ACTION ITEM: Request to form a celebration committee - Karen, Michael volunteer to come up w/suggestions for recognition and celebration.**

Discussion of Marshall – 2004 – 5 days – May 4-9 -- (Marshall in Ashland/GP 4/23-25)

Karen will answer Holley and see what she's offering? How can Southern Oregon and ORNCC cooperate? What would they like? Could we have Marshall on the 23<sup>rd</sup> for promotion, etc. – cooperate dates?

\$2500/day – for Marshall. If earnings exceed \$2500, then it's half of the profit over that. We pay all of his expenses. \$12,500 plus airfare, expenses. Task force propose a schedule for July. Can we firm up schedule in next two months so we can begin planning outreach, etc. The day of M's arrival and the day of his departure are negotiated down the line.

**ACTION ITEM: Stuart, Tiffany, Sophia, Bryn on task force to develop suggested schedule.**

**SUGGESTIONS FOR AGENDA FOR NEXT MEETING:**

website action – staff person – committee reports: fun committee, non-cert trainer report, 501c3, Marshall calendar – action on Stuart's request for remuneration; plan ABC committees, bylaws/board structure; time limits on items so distribution of items on list; in formulating agenda: action, discussion and information noted on agenda, time on agenda at end.

**Action Item: Bryn also volunteered to put sustainability brainstorm into suggested categories.**

**Next Meeting is Saturday, July 6.**  
**Meeting 10 am (starts promptly) until 5 pm.**