

**Volunteer Tennessee**  
**Quarterly Commission Meeting Minutes**  
Tennessee Tower, 3rd floor, Conference Room B  
312 Rosa L. Parks Ave., Nashville 37243  
Thursday, May 4, 2023

Members in Attendance (in person underlined): Chairing: Amy Walter\*, George Bove\*, Suzanne Carr (TDHS), Amy Gilliland\*, D'Shonta Gleeton (TDCS), Michael Hogan (TDS&HS), Adam Jarvis (TDF&A), Caroline Ledlie (AmeriCorps), Patrick Maloney\*, Lee Moten\*, Nancy Schelin (TDEC), Jason Scott\*, Leon Shields\*, Terry Silver\*, Kendra Thomas (TDoH), Tracy Van de Vate\*, Betty White\*, Eileen Wollam\*, Jessica Youngblom (TDMHSAS)

Members not in Attendance: Stephanie Davis\*, Terry Frank\*, Katie Goforth\*, Andrea Hill\*, Liz Johnson (TDoH), Holly Jones\*, Heidi Leming (TBR), Greg Lyles\*, Kane Reeves\*, Cameron Sanford\*, VACANT (TDOE, TDLWD, TDM, UT)

Staff: Neelam Gupta, Gordon Harless, Jim Snell, Don Sowers, Candace Taylor

Guests: Buddy Lea, James Hoggard

Quorum Count: 11 (6 in person) of 19 appointed (10 is quorum). (\*) indicates voting member.

Amy Walter called the meeting to order at 9:31 a.m. and reviewed the agenda for the day. Amy W. then asked Eileen Wollam for report on Friends of Volunteer Tennessee. Eileen noted that Friends has several new board members and encouraged Volunteer Tennessee commission members to also consider joining the Friends board. Friends will be working on a task list, and Eileen invited everyone to attend the Friends meeting immediately following the Volunteer Tennessee meeting.

Amy W. then recognized recently retired Buddy Lea for his 23 years of service representing the Department of Finance and Administration on the Volunteer Tennessee commission. Jim Snell presented Buddy with a certificate.

Amy W. called on Jim for the Director's Report. Jim reported that Hope Alexander would start on the staff as the Communications and Outreach Manager on June 19. The State Fiscal Year 2024 budget included a new staff position for Volunteer Tennessee. Latiyfa Fields was accepted into the most recent Finance and Administration Leadership Academy cohort, and Neelam Gupta, who has been with Volunteer Tennessee for some time, was promoted. Jim noted that the Federal budget process could be contentious this year and could result in cuts to AmeriCorps. The commission had some questions and discussion about potential impacts.

Amy W. asked Amy Gilliland does a role call quorum check. Six voting members were present in person, and five were present by electronic means. Amy W. reviewed the Statement of Necessity. Due to scheduling conflicts, less than a quorum of Volunteer Tennessee commission members was present in person for the meeting, so under Tennessee Code Annotated section 8-44-108, the Volunteer Tennessee commission is allowed to rely on the participation of members

by electronic or other means to constitute a quorum, only upon determination by the commission that a necessity exists. The commission was scheduled to consider the time-sensitive votes on the 2023 AmeriCorps Formula Funding, the 2023-24 Volunteer Generation Fund budget, and revisions to the 2023 Commission Support Grant budget. Amy W. called for a motion to approve the determination of necessity to proceed with the meeting with a quorum to include electronic and phone participants based on the time sensitivity of the matter on the agenda. Eileen Wollam made a motion, and Jason Scott seconded. Amy W. asked Amy G. to do a roll call vote. Amy G. called the roll, and the motion passed unanimously.

Amy W. called the Commission to break out into committees to do work on the State Service Plan.

Amy W. called the meeting back to order after committee meetings and a short lunch break. Amy W. asked everyone to review the minutes from the March 9, 2023 meeting. Amy W. asked for any corrections or additions. George Bove made a motion to approve. Patrick Maloney seconded. Amy W. asked Amy G. to do a roll call vote. Amy G. called the roll, and the motion passed unanimously.

Amy W. called on Michael Hogan for report from Grants Committee. Jim collected Conflict of Interest forms. Patrick Maloney, Nancy Schelin, Jason Scott, and Tracy Van de Vate identified conflicts related to the AmeriCorps funding. Michael first reviewed the proposed 2023-24 Volunteer Generation Fund budget. A majority of the funds in the budget are pass-through funds to partner volunteer centers and service-learning grants. George Bove made a motion to approve, and Amy Walter seconded. Amy W. asked Amy G. to do a roll call vote. Amy G. called the roll, and the motion passed unanimously.

Michael then presented the 2023 Commission Support Grant budget revision. The primary change from the previously approved version of the budget was the removal of American Rescue Plan Act carryover funds at the request of the AmeriCorps Agency. George Bove made a motion to approve, Betty White seconded. Amy W. asked Amy G. to do a roll call vote. Amy G. called the roll, and the motion passed unanimously.

Jim reviewed the AmeriCorps Competitive results. All three of the new and re-competing applicants received Competitive funding. Those were City Year, Impact America, and Tennessee's Community Assistance Corporation. Bridges USA, Hands on Nashville, and Public Education Foundation received continuation funding in the Competitive process.

Jim stated that the Formula funding discussion requires those with a conflict of interest to step out of room. Patrick Maloney, Nancy Schelin, Jason Scott, and Tracy Van de Vate all left the room. Michael asked if this would impact quorum. Jim noted that the conflict of interest rules allow the commission randomly bring back members until we reach the point of achieving quorum again. Two commissioners, Patrick Maloney and Tracy Van de Vate, came back in to constitute quorum. Michael presented the 2023 AmeriCorps Formula funding recommendation. George Bove made a motion to approve. Eileen Wollam seconded. Amy W. asked Amy G. to do a roll call vote. Amy G. called the roll, and the motion passed with Patrick Maloney and Tracy Van de Vate abstaining.

Amy W. called on Michael Hogan for the Grants Committee report on the committee's 2023 action plan.

Amy W. called on Jason Scott for the Board Development Committee report on the committee's 2023 action plan. Jason discussed proposed changes to the Bylaws. The Board Development Committee will do additional review of the proposed changes and report back at the next commission meeting.

Amy W. called on Nancy Schelin for the Strategic Partnerships Committee report on the committee's 2023 action plan.

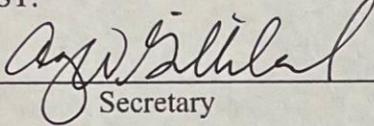
Amy W. called on Betty White for the Foundations of Service Committee report on the committee's 2023 action plan.

Amy W. called on Terry Silver for the Communications Committee report on the committee's 2023 action plan.

Jim asked Commissioners to complete the travel claims and online evaluation.

Amy W. reminded everyone that the next meeting will be Friday, August 11, 2023.

Amy W. asked if there were any final questions. Amy W. then called for a motion to adjourn the meeting. Jason Scott motioned, and Tracy Van de Vate seconded. Amy adjourned the meeting at 2:35 p.m. CST.

Approved:  Date: 08/11/2023  
Secretary

Meeting minutes prepared by Gordon Harless.