

***Power of We Consortium***  
**Leadership and Practice Committee**  
**Minutes – January 26, 2011**

**Present:** Cathy Babcock, Joan Nelson, Serg Ruiz, Katie Ellero, Mary ZumBrunnen, Jim Zachs, Jane Powers, Matt Penniman, Peggy Roberts

Cathy Babcock opened the meeting with introductions.

**AmeriCorps Programs:** Mary ZumBrunnen, VISTA Coordinator, provided the VISTA Program Update. VISTA is in its 5<sup>th</sup> and final year for its contract with the Corporation for National and Community Service. An application for another 5 year contract is being prepared for submission. Serg Ruiz was introduced as the VISTA working with the PWC office. Katie Ellero, AmeriCorps\*State Coordinator, provided the update for that program.

**Capacity Building Program:** Jane Powers, Public Sector Consultants, has been the evaluator of the Capacity Building Program under the federal grant since its inception. She was invited to the LPC meeting to provide an overview of the data gathered from the 2009-2010 CB Program. A handout was provided itemizing the indicators met by our community and faith-based organizations during the 2009-2010 year. The number of organizations implementing the top key practices in each of the 5 capacity building areas include:

**Leadership Development:**

Recruited new board volunteer members (8)

Provided training/written information to the board so they can better understand their responsibilities and improved their performance (8)

**Organizational Development:**

Installed IT infrastructure (8)

Designated a person who is responsible for financial management (4)

**Program Development:**

Implemented systems to collect more information about clients, including numbers and characteristics of clients (6)

Implemented systems to collect information on recipient satisfaction (6)

**Revenue Development:**

Sought/obtained revenue from new funding sources (10)

Developed a written fund development/revenue development plan (9)

**Community Engagement:**

Created/revised a website (8)

Created a process/action plan for collaborating with other community organization (8)

For the entire document: **XXXXXXXXXXXXXXXX**

Jane also reviewed a document itemizing **XXXXXXXXXXXXXXXX** (get from Jane) with link

Peggy reviewed the current CB workshop schedule. There was discussion regarding opening workshops to for-profit organizations/businesses. There may be some workshops geared only toward non-profit issues, but otherwise open registration can be considered. Matt indicated he will do a tech assessment and follow-up, as he has in the past, with CB recipient organizations. There was a suggestion that Paul Jaques and Karen Casey (MSU ) be contacted to identify potential students who can provide tech assistance to recipient organizations.

LPC members next reviewed in detail both the RFA for the CB Program, as well as the Letter of Agreement that will be utilized with recipient organizations. All recommended changes will be put into place.

**PWC updates:**

Peggy provided a brief update on Investors Steering Committee work on the Sustainability initiative, encouraging PWC members to initiate membership investment in the PWC.

**Sharing of Resources: Need it or Got it?**

Peggy shared that the City of East Lansing has requested assistance in finding a new location for its Share-A-Bike program. Suggestions included potential collaboration with the League of Michigan Bicyclists (John Lindenmayer) and/or Lansing Bike Coop (Matt P.). Contacts will be made to see what ideas might be generated.

Matt suggested the need to expand the “Resources” tab on the PWC website to include documents and links that might inform organizations on capacity building needs, events, etc. Serg will work with Matt on this area.

**Community Updates**

Nonprofit Development Center: Peggy reviewed current efforts underway to bring interested parties to the table to discuss moving toward establishing an ongoing center to support the Lansing area. Kyle Caldwell (MNA) recently indicated interest in discussing potential use of the new Armory location where the MNA, CAUW, and CRCF will co-locate.

**Next meeting of the LPC : Wednesday, March 23, 2011**