

Meeting Minutes
COPC Capacity Building Focus Area
Sub-Committee Meeting
August 2, 2006
COPC Office 1901 Main St.

In Attendance: Jill A. Shuey, Marilynn Fleckenstein, Willie C. Dunn, Rebecca Schicker, Joyce Frett, Valerie Pillo, Fran Boltz, Jay Stockslader, Allen Booker, Jennifer Stoll, Vanessa Scott

Welcome/Introduction:

Introduction of Marilynn Fleckenstein (Capacity Building Faculty Coordinator), Willie Dunn (Capacity Building Community Coordinator), Jill Shuey (Executive Director), Rebecca Schicker (Student Intern)

- Marilynn Fleckenstein volunteered to be chair of the Capacity Building Sub- Committee.
- Rebecca Schicker explained what was in the folders that were passed out (an agenda, a packet explaining COPC and how capacity building fits with in that, a map of the area we will be serving, research that has been compiled on the United Way, Points of Light Foundation and Learn and Serve, and a copy of the survey that was sent out to agencies to get them involved with the volunteer center. **If you did not receive a folder and would like too please contact Jill or Rebecca.*

Overview:

Marilynn Fleckenstein and Willie Dunne gave a brief history and overview of the program.

- History of COPC grant – 3 years to get the grant written and funded. Only 13 were rewarded last year nationwide, 3 were in western New York.
- Don't look at this as just another agency using up resources but an agency to create resources.
- Marilynn explained that the challenge is going to be to recruit volunteers and keep them connected.

Discussion on key areas:

1. *Creation of a Volunteer Center based on the Points of Light Foundation*

- In preparation for ReNU Niagara's Volunteer Center activities and centralized database, the Points of Light Foundation's volunteer center model was reviewed as well as

volunteer match web-sites for NU's Learn and Serve Niagara office, the United Way of Niagara County and the United Way of Buffalo and Erie County.

- The United Way of Niagara County does provide agencies supported by them the ability to post volunteer opportunities. Any resident can access the United Way of Niagara County's volunteer match services on their website. The United Way's website only lists seventeen agencies through out the county and does not include many of the urban non-profit agencies located within the COPC target area. It was discussed that the difference between the United Way's volunteer center and COPC's will be that COPC will focus on Niagara Falls where as the United Way focus on the whole county. The question was brought up on whether we would like to work with them?
- An important next step for the COPC Volunteer Center will be the hiring of a consultant to create a database for the Volunteer Center that will link and be interactive with the center's web-site, setting up of a COPC website, the development of a training manual for students and the recruitment of student volunteers for the fall semester. Fran Boltz suggested that the website and database should also help link agencies to agencies. Jill Shuey would like a group of people from the sub committee to sit down with her and to look at the logistics of the volunteer center.

2. Design and provision of volunteer opportunity linkages between agencies and individuals.

- Fran suggested double dipping on workshops, and in the beginning using the same workshops as the environmental or economic sections. Also suggested that we could promote the volunteer center at these events.
- Valerie Pillo offered a spot to any organization who would like to have a table on August 17th, 6-8 pm at the Independent Health Foundation's Good for the Neighborhood monthly event. COPC is interested in having a table at the event.
- The sub-committee needs to think about how they are going to generate volunteers.

3. Design and provision of educational programming, training and technical assistance related to non-profit and leadership

- Jill along with Niagara University's Associate Vice President for Outreach met with the CEO of the YMCA of Buffalo Niagara a potential new community partner with an interest in assisting with non-profit workshops in board training.
- Marilyn suggested that the Corporation for National Service had some leadership materials that she had given to Fran.
- Alan Booker and Jay Stockslader offered ideas and training manuals for board training and leadership trainings.

Next Steps:

- Set up a meeting with the United Way of Niagara County.
- Creation of a database for the Volunteer Center that will link and be interactive with the center's web-site, set up of a COPC website, the development of a training manual for students and the recruitment of student volunteers for the fall semester
- Development of non-profit and volunteer trainings including a list of topics, dates, locations and presenters.
- The collection of data for a GIS analysis.
- Send out a comprehensive listing of all the members in the sub-committee as well as all the members in environmental justice sub-committee and the economic development sub-committee.

Next Meeting: September 6th Wednesday 9:00 AM, COPC Office, 1901 Main Street