

National Community Development Association

Minutes of the Membership/State Whip Committee

Washington, D.C.

January 27, 2000

Attending: Larry Wagner (Danbury, CT), Edward Handy (Cambridge, MA), Peter Garbati (Malden, MA), Chris Mazauskas (Perth Amboy, NJ), Andrew Dale (York, PA), Tom Tiffin (Birmingham, AL), Emory Counts (Daytona Beach, FL), Melvin Richardson (Fulton County, GA), Vanetta Butler (Fulton County, GA), Iris Johnson (Fulton County, GA), Barbara Richardson (Rockford, IL), (Michael Morrissey, Wausau, WI), Jacqueline Howell (Monroe, LA), Karla Gomez-Meyer (Denver, CO), Emily Nottingham (Tucson, AZ), Steve Young (Sacramento, CA), Skeet Fitzgerald (Henderson, NV), and AnaMarie Guiles (Boise, ID). *Staff Attending:* Chandra Western, Vicki Watson, and Karen Means.

A regularly scheduled meeting of the NCDA Membership/State Whip Committee was held on Thursday, January 27, 2000 at the Washington Renaissance Hotel in Washington, D.C. The meeting was held in conjunction with NCDA's 2000 Winter Meeting. Larry Wagner, Committee Co-Chair, called the meeting to order.

Approval of the Minutes

A motion was made by Karla Gomez-Meyer, Operations Manager for Denver, Colorado, and second by Edward Handy, Block Grant Director for Cambridge, Massachusetts, to approve the minutes of the previous committee meeting held on June 3, 1999 in Washington, D.C.

Membership Status Report

Karen Means, NCDA's Office Manager, gave a brief update on the membership of the Association. She stated that as of the last meeting, there were no new non-entitlement members; however, there were five entitlement and two state members - Rhode Island and Michigan that joined the Association.

Vicki Watson, NCDA's Senior Legislative Counsel, informed committee members that NCDA has a continuous membership drive and requested that members send a list of non-entitlements within their state, if available, to NCDA so they could receive membership information.

State Whips Manual Discussion

Edward Handy, Block Grant Director for Cambridge, Massachusetts, briefed committee members on the request of Brenda Richard-Montgomery, Co-Chair, to develop a *State Whip Manual*. He stated that the memo was sent to committee members prior to the meeting.

After lengthy discussion, it was decided that a manual would not be developed because of the variety of each state. Barbara Richardson, Community Development Director for Rockford, Illinois, suggested that the committee draw-up a draft policy paper for the role of the State Whips. She also suggested that each state needs two whips - one for policy and one for membership.

By voice vote, the committee agreed on the draft policy paper.

Other Business

Chandra Western, NCDA's Executive Director, mentioned that the role of membership committee, within the strategic plan, was to increase membership - entitlement and state members. She also mentioned that in the past a role of the State Whip was to increase membership and alert NCDA members of action calls.

Vicki Watson added that an additional role of a State Whip was to get more participation at the conferences and in the Association; taking leadership role; and having a regional conference.

Ms. Richardson informed members that Region V was in the process of putting together a regional conference.

Michael Hilliard, Community Development Manager for Aurora, Colorado, suggested that each State Whip send letters to potential members on their own letterhead and carbon copy the other State Whips.

Ms. Richardson asked staff to send State Whips a list of non-entitlement members.

Ms. Western stated that the committee should ask the Board to put money in the budget for regional conferences.

There being no further business, the meeting adjourned at 1:30 p.m.