



Albuquerque Volunteer Advisory Board Minutes

September 1, 2022

Location: Jr. Achievement Office

I. Call to Order (11:06)

II. Roll Call

- a. Board members present: Hallee Nguyen (Chair), Michelle Montoya (Vice Chair), Vaisu Bronk, Taura Livingston, Nadine Buerger, Patricia Chavez, Erin Hagenow, Alex Bazan, Jude Quintana, Mariah Harrison (staff). Absent: Dathan Weems, Joseph Sanchez, Adriano Lujan, Wendy Santiesteban.

III. Approval of August Minutes

- a. Motion to accept the minutes: Nadine
- b. Second: Vaisu
- c. All in favor – Motion passes

IV. Public Comment – Pete Garcia, Office of Civic Engagement VISTA

Pete introduced himself and received an overview of the work of the Volunteer Board.

V. Regular Business

- a. 11:08 - **Guest:** Daniel Manzano, Deputy Director, Public Affairs, Mayor’s Office

Daniel gave an overview of this work – managing over 50 city boards and commissions, the process of recruiting, managing membership, various locations and ordinances etc.

The board shared with him that their on-/off-boarding subcommittee is putting together a board manual for members to include the Board Ordinance, ios, relevant links and documents.

Brief discussion on what “civic engagement/volunteerism” is and how the City and board work to encourage Abq residents to get involved.

- b. Board Educational Segment (**Jude Quintana**)

Jude shared her work at Presbyterian Hospice as a Chaplain providing pastoral support. She is also the volunteer manager and works at the inpatient unit at Kaseman Hospital (the Hospice House is opening today!). The Hospice program is offered in home and retirement homes with 84 active volunteers, 39 of which are in the unit and seven are at the hospice house. The Hospice program mandates that 5% of work is provided by volunteers.

- c. **Volunteer of the Month**

- i. Review for October – three Foster Grandparents have been nominated recently. A discussion ensued about how we can recognize the group instead of choosing just one. This was an idea supported by the group and a precedent for a previous group being recognized was identified as well.
- ii. Motion to name the Foster Grandparent program (?) for Volunteer of the Month for October: Patricia
 1. Second: Michelle
 2. All in favor- Motion passes
- iii. September recognition with Mayor location TBA.
- iv. Please encourage continued monthly nominations - Board members *can* nominate a volunteer/volunteer group but they *cannot* vote on a nomination that you submitted

VI. Ongoing Business (11:53)

- a. Community of Practice Planning – Taura
 - i. Save the date and share: Celebrating Volunteers – Tuesday, Sept 13, 12-1 pm. Hallee will also talk about AVAB work during the session. Mariah recommended that Abq Involved also be a guest speaker. Mariah will send out event invite and registration.
 - ii. Building Relationships and Communication - December date TBA
- b. Board volunteer event with Rio Grande Food Project – Nadine
 - i. Nov 12 – Mariah will send out a save the date

VII. **New Business (12:01 pm)**

- a. Housekeeping with Hallee
 - i. Ad hoc committee –Alex, Erin, Vaisu and others interested – meet 3-5 times to build the manual, discuss buddies process, orientation steps – have something together before our next meeting.
 - ii. Social event – pot luck at Hallee’s on Thursday, November 3 at 5:30.
 - iii. An extra point of importance: On behalf of the board, we very much appreciate the generosity of Junior Achievement for offering use of this office space and for providing lunch for our attendees. Thank you!
- b. Board Announcements
 - a. Patricia – information on NM Hispanic Heritage Month (Old Town Sept 8, parade, State Fair Sept 16); Hispanic Awards Ceremony is October 14
 - b. Alex – Casa Q is looking for an ED
 - c. Vaisu – the Clothing Bank is open donations
 - d. Mariah – Abq Involved is accepting applications for the AIMers program through Sept 14

VIII. **Next Meeting** - Thursday, October 4, at 11:00 am

IX. **Adjourn (12:15 pm)**

- a. Motion to Adjourn: Michelle
 - i. Second: Patricia
 - ii. All in favor - Motion passes