



**LEADERS IN THEIR** respective roles, (from left) Channel 7 News Editorial Director Chuck Stokes, DESC President Deanna McGraw, and LTU Dean of the Graduate College of Management Louis A. DeGennaro gather for a portrait at the first DESC Board Retreat.

## Board Retreat unites, connects Corps leaders

This spring's Detroit Executive Service Corps Board Retreat had a setting tailor-made for its mission – the Center for Leadership at Lawrence Technological University (LTU). The purpose of the April 23 event was simple: to empower board members to work together to build a stronger Corps.

*continued on back page*

## Major grant announced

### ■ Half-million dollar award largest in Corps history

The Skillman Foundation has awarded DESC a three-year grant of \$500,000 to provide leadership training for principals in the City of Detroit. The unique program – titled “New Visions for School Leaders” – will target a total of 225 principals (75 per year).

Detroit Public Schools, National Charter Schools Institute and the Archdiocese of Detroit are participating with DESC in project planning and recruitment of principals. A steering committee of all four organizations will provide direction and support.

The program will include intensive training in Leadership, Building Successful School Teams, and Leadership in Curriculum and Evaluation.

DESC will provide volunteer facilitators to support principals with integrating the New Visions information into their schools through DESC's Leaders Circles program.

Principal training begins in August of this year, with the Circles starting in October. The program will run through June 2007.

### Already rolling ...

■ Linda Campbell has been named Program Coordinator for the “New Visions” project. Her part-time work, which is funded by the Skillman grant, began mid-May.

■ An August 2-4 training session for principals in Frankenmuth, featuring national and regional educational experts, will signal the official start of the program.

“ The Skillman Foundation is a resource for improving the lives of the children in metropolitan Detroit. The Foundation applies its resources to foster positive relationships between children and adults, support high-quality learning opportunities and strengthen healthy, safe and supportive homes and communities. The Foundation was founded in December, 1960, by Rose P. Skillman, widow of Robert H. Skillman, vice president and director of Minnesota Mining and Manufacturing Company, and has an annual grant-making budget of \$21.7 million. ”

# This coalition of community leaders keeps producing

How is DESC's Facilitation Partnership Board doing as it marks its fifth year of service?

Board Chair Robert Brown sums it up this way: "The Detroit Executive Service Corps, through its 21-member Facilitation Partnership Board, continues to provide Detroit Public Schools students with exposure to meaningful ways of establishing educational and career objectives."

Formed in 1999 to foster relationships with business and community organizations, the Facilitation Partnership Board brings together individuals from the business sector, non-profits, education and government to work with schools on improving student achievement and enabling youngsters to take advantage of available opportunities.

The Board has oversight responsibilities for DESC educational activities such as field trips, classroom presentations, financial literacy and Student Roundtable Dialogues.

Much of their time and expertise is focused on assisting DPS students. An estimated 3,250 young people will be the beneficiaries of the board's work during this school year.



**TAKING PART IN** a recent Facilitation Partnership Board meeting are (from left) Barbara Jean Patton, Felicia Shaw, Duane Garth, Robert Brown, Harriett Rivers, Dave Gamlin, Jameson Teamor and Gary Moss.

## Facilitation Board members not pictured:

Kelvin Brown, Phil Buck, Dan Bully, Derschaun Sharply, Janice Blackman, Simeon Hill, James Lee, Cecelia Mobley, Dr. Charmaine Johnson, Michael Thomas, Dr. Pamela James, Alicia Diaz, and Judith McNeeley.

## THE NONPROFIT NOTEBOOK

*Enhancing the effectiveness of not-for-profit endeavor*

How can we help you? Let us count the ways ...

The Detroit Executive Service Corps has accumulated some invaluable assets in its 20-year focus on supporting the nonprofit community.

Chief among them are volunteer consultants who currently number more than 70. The ability to tailor an assistance program to meet just about any nonprofit business need is another. And if we can't do it, we know who can.

The more traditional types of DESC assistance include:

**Full Organizational Assessment.** This comprehensive discussion with the Agency Director covers all aspects of your operation, and results in a two-page sum-

mary with recommendations.

**Strategic Planning.** Trained consultants will guide your "team" through a process that examines Mission, Vision, Core Values, and Strengths/Weaknesses/Opportunities. Result: a simple, measurable two- to three-year plan.

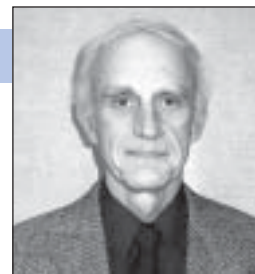
**Board Development.** Self evaluations, responsibilities, meeting formats, skill sets and much more are tackled in this series of sessions matched to each client's need.

**Fund Development.** DESC volunteers assist the agency to explore needs and alternatives, creating a structured plan with specific Action Steps for board, staff and volunteers.

**Marketing Plan.** Similar to a Fund Development plan, this effort focuses on image, messages and audiences, as well as ways to communicate and measure results.

**Human Resource Issues.** Team building, organization structure, job descriptions and benefits policy are issues where experienced DESC volunteers can provide support.

**Leaders Circles.** This focused process involves peer groups from several agencies that learn from each other (with DESC facilitation) how to solve common or individual problems. Structured for varying management levels from executive director to staff.



By Neil Hitz

Director of Management Services

**Financial Policies/Procedures Manual.** Already formatted, this written and electronic guide can be easily adapted to give any organization a set of written policies for basic accounting procedures

**Mentoring.** Like having your own personal "coach" to listen and give perspective and advice about business issues.

If none of the above fits your needs, give us a call. To learn more, visit [esc-detroit.org](http://esc-detroit.org) or call 248-395-2840.

# Volunteer recognition event draws strong turnout



**SHARING HER THOUGHTS** on school reform efforts in the DESC service area is keynote speaker Mary Kramer of *Crain's Business Detroit*.

Every table was filled for the Sixth Annual DESC Volunteer Recognition Luncheon. The crowd of business professionals at the May 21 event included Corps board members, consultants and education volunteers, as well as clients and corporate supporters.

Among the day's highlights was the keynote address titled "The Business Case for School Reform" by Mary Kramer, Associate Publisher/Editor for *Crain's Business Detroit*. Also a member of the DESC Advisory Board, Kramer's comments on the importance of fostering a good educational experience for the area's young people found an informed and receptive audience.

Always a focal point of the luncheon, the presentation of awards for the previous year's top volunteers and one corporate supporter were especially moving this year, as longtime DESC Development Director Bill Grier was honored by staff and volunteers (see box below).

Earning outstanding service awards for 2003 volunteers were:

- Robert F. Magill Outstanding Leadership – Carl Smith
- Consultant of the Year – Jerry Knoppow
- Exemplary School Activity – Robert Brown.

Each received a clock as a personal memento of the occasion. The names of outstanding service award winners are also engraved on a permanent plaque that is prominently displayed in the DESC office.

## A fitting tribute

As DESC Director of Development since 1987, Bill Grier has had enormous impact on the Corps' success. His work on the fund-raising frontlines has helped give DESC the means to not only survive, but to thrive and grow.

In recognition of his contributions, a new name for DESC's top corporate supporter of the year award was announced at the May 21 volunteer luncheon: the William F. Grier Corporate Sponsor Award.

Earning the honors as first recipient of the newly named award was 15-year DESC supporter Deloitte and Touche.



**ATTENDING SPECIAL** ceremonies for honoree Bill Grier are (back from left) children Carol Paul, Bill Grier Jr., John Grier, and (front) wife Ann.

# Smith book lauds Corps, volunteers

A familiar face among DESC ranks for many years, former GM director of corporate communications Alvie Smith has added a new book to his long list of accomplishments. Released in April, *The Joys of Growing Old* is being carried by major bookstores and on the internet.

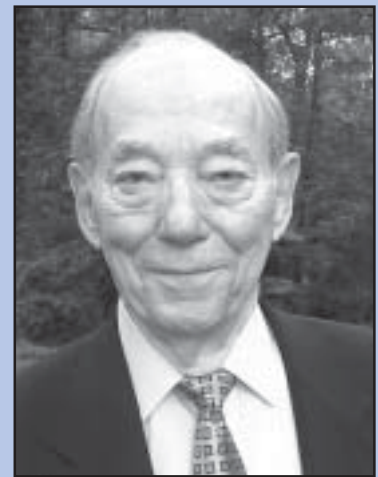
In keeping with a philosophy pursued since his retirement from GM in 1988, Smith makes giving back to the community a major theme of the book. The Corps gets special billing in a chapter titled “Helping Yourself by Helping Others,” and two other DESC volunteers – Hank Whiting and Bill Grier – are featured in individual vignettes.

With its emphasis on actions and attitudes that can improve the quality of life for seniors, *Joys* offers helpful advice on issues from health to

writing your own memoirs. The emphasis is always on the positive. “This is an upbeat book about how to meet some of the tough challenges of growing old, and do it with a happy face,” Smith said.

The author has plenty of insight into his subject. He has survived six major surgeries for arthritis and cancer, and struggled with clinical depression and impending blindness.

Smith’s participation in two cutting-edge research projects testing surgical procedures to combat the effects of macular degeneration provides a rare insight into the battle against this common visual impairment. Readers get a first-hand account of the implantation of a miniature telescope in one of his eyes, in an effort to restore some frontal vision for the 80-year-old.



**Alvie Smith**

Smith’s volunteer spirit was evident even here. “The surgery was videotaped as a training tool for other retinal surgeons and students,” he noted.

Autographed copies of *The Joys of Growing Old* can be purchased from the author for \$20 at 784 Westchester Way, Birmingham, MI 48009.

## JOINING THE DESC TEAM

### ... AS DIALOGUERS

**Nathan Clark**  
ArvinMeritor, Inc.

**Tonya Cranford**  
ArvinMeritor, Inc.

**Courtney Cyre**  
Fairlane Town Center

**Edward Deeb**  
Mich. Food & Beverage Assoc.

**Dennis Dupre**  
DESC Consultant

**Dena Gordon**  
Detroit Public Schools

**Justin Hockemeyer**  
ArvinMeritor, Inc.

**Dr. Charmaine Johnson**  
Detroit Public Schools

**Terry Mial**  
Detroit Public Schools

**John Morris**  
UAW

**Lee Murrh**  
ArvinMeritor, Inc.

**Craig Orr**  
Ford Motor Co.

**Julie Osterbrink**  
ArvinMeritor, Inc.

**Thor Rasmussen**  
ArvinMeritor, Inc.

**Andrew Richner**  
Clark Hill

**Josh Slocum**  
ArvinMeritor, Inc.

**Natalie Tran**  
ArvinMeritor, Inc.

**Takisha Truss**  
Fairlane Town Center

### ... AS CONSULTANTS

**Corie Conroy**  
U.M. House Officers Assoc.

**Raymond J. Maloni II** (retired)  
DaimlerChrysler Services

**Michael Seischab**  
McKinsey & Company, Inc.

**Gary Snyder**  
Nonprofit Management Group

### ... AS CLIENTS

- Sweet Dreamzz.
- Freedom House
- Grosse Pointe Artists Assoc.
- North Oakland Headwaters Land Conservancy
- Lighthouse
- Canton Comm. Foundation

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# Reception combines DESC business with pleasure



**ENJOYING THE FIRST** Advisory Board Reception to be sited at the Charles H. Wright Museum are (left) Tyrone Davenport, museum COO and Advisory Board member, and Robert Brown, DESC Board of Directors.



**SHARING A LIGHT** moment are (from left) Advisory Board member Glenda Price, and DESC Board members Ben Smith and Hank Whiting.



**REPRESENTATIVES OF THEIR** respective boards, Advisory Board member Dennis Archer (left) and DESC Board Chairman Bill Adams addressed the gathering.

A cross-section of Corps leaders recently gathered for the fourth annual Advisory Board Reception. Hosted by the DESC board of directors and sponsored by Staffing Solutions, the March 30 event was facilitated by former Detroit mayor Dennis Archer. The Charles H. Wright Museum of African American History provided the setting for the evening.

The Advisory Board first met in May 2000 with the purpose of providing counsel on improving and expanding DESC services. The annual Board Reception was subsequently initiated with a multi-pronged purpose: to provide Advisory Board members with an update on DESC activities; to stimulate ideas regarding future community needs and how to address them; and to renew friendships among the busy professionals (current and retired) who comprise the two boards.

“Dennis Archer facilitated a meaningful discussion among the board members, and Ty Davenport (museum Chief Operating Officer) had helpful suggestions on meeting fund requirements in a period of tough economic times,” DESC Board Chairman Bill Adams said.

“It was a great opportunity for us to interact with Advisory Board members and learn more about them, and for them to learn more about us,” board of directors member Karen Roth added.

## ADVISORY BOARD MEMBERS

**Dennis W. Archer**  
Chairman  
Dickinson Wright, PLLC

**William C. Brooks**  
Chairman, President & CEO  
United Amer. Health Care Corp.

**Edward Deeb**  
President & CEO  
Mich. Food & Beverage Assoc.

**Tyrone M. Davenport**  
Chief Operating Officer  
Charles H. Wright Museum  
of African American History

**Stephen E. Ewing**  
Pres. & COO, DTE Energy

**Maureen Fay**  
President  
University of Detroit-Mercy

**W. Frank Fountain**  
Sr. VP Government Affairs  
Daimler Chrysler

**Douglas Fraser**  
Former UAW President

**Ronald E. Hall**  
President & CEO  
Bridgewaters Interiors

**Eleanor Josaitis**  
Executive Director, Focus HOPE

**Daniel I. Kelly**  
Former Partner, Deloitte & Touche

**Mary Kramer**  
Assoc. Publisher & Editor  
Crain's Business

**William McCormick**  
CEO, Consumers Energy

**Andrew C. Richner**  
Attorney, Clark Hill

**Lloyd Semple**  
Former Partner, Dykema Gossett

**Gerald Smith**  
President & CEO  
Detroit Youth Foundation

**Shirley Stancato**  
President & CEO  
New Detroit The Coalition, Inc.

**Chuck Stokes**  
Editor, Channel -7 News

**Geneva J. Williams**  
President & CEO  
City Connect Detroit

# Sarbenes-Oxley: A useful tool for nonprofits, too

**S**arbenes-Oxley is the American Competitiveness and Corporate Accountability Act, which became law in mid-2002 in response to well-publicized corporate financial reporting scandals.

With two exceptions, it is only specifically applicable to public corporations, but all nonprofits would be well advised to consider adopting those provisions that represent good governance and responsible financial reporting.

## ■ AUDIT COMMITTEE

Although nonprofits are not required to have an audit committee, the Board should establish a system whereby it clearly oversees all financial affairs of the organization, including requiring audits or reviews by CPAs.

Audits by CPAs also add to the confidence of the public and funders about an organization's financial reporting. Members having financial knowledge and competence are an essential part of any Board.

## ■ INSIDER TRANSACTIONS AND CONFLICTS OF INTEREST

All nonprofits should have a conflict of interest policy requiring any Board member to disclose any potential conflict to the organization and the Board. Such provisions do much to ensure public trust and the confidence of the organization's funders.

## ■ DISCLOSURE

All financial matters must be fully disclosed to the Board, which should also receive copies of internal financial reports, including those from the auditors. Funders should also receive copies of the audit. Federal tax return form 990 (or 990EZ) must be available for public inspections as required by law.

## ■ WHISTLE-BLOWER PROTECTION

Each nonprofit must establish a confidential and anonymous procedure that facilitates an employee's ability to report any inappropriateness within financial management without fear of punishment. This requires that organizations take any employee

***"... all nonprofits would be well advised to consider adopting those provisions that represent good governance and responsible financial reporting."***

complaints seriously, investigate the situation, and fix any problems or justify why corrections are not necessary.

## ■ DOCUMENT DESTRUCTION

Nonprofit organizations should have a written, mandatory document retention and periodic destruction policy. Such a policy also helps limit accidental or innocent destruction. For example, financial records, significant contracts, major transactions, employment files, and funding obligations should be archived according to guidelines established by the organization.

## Manager of Education and Development moving on



Harriett Rivers

**H**arriett Rivers has been synonymous with DESC education and development activities since she joined Corps as manager of those areas in late 1996. On May 29, she moved on to a new phase of her life with her relocation to Covington, Georgia.

While she's looking forward to the changes, she noted that the decision is not without regret.

"I've been an administrative secretary all my life, and those skills made this job a perfect fit for me," she

said. "I have especially enjoyed and appreciated my volunteers. They made my work here a really rewarding experience."

Harriett will enjoy a month of leisure before looking into employment opportunities in her new location. Why Covington? "To be closer to family and friends, especially a *special* four-year-old," she explained.

Harriett's last day at the post she filled for nearly eight years was May 21.



**T**RW Automotive was one of the first Detroit Executive Service Corps supporters, helping to underwrite DESC efforts from 1984 through 1995. At the beginning of 2004, the company became a financial supporter again.

The move reunites two organizations with long local roots. But while the Corps can look back on two decades of community service, TRW has been in business as long as the automobile itself.

Today a top-10 global automotive supplier, the



**HOLDING THE CHECK** that symbolizes his company's renewed support are TRW Community Manager John Wilkerson and DESC President Deanna McGraw, here with DESC Chairman Bill Adams.



company combines active safety technologies with passive systems such as seat belts. Despite such success, TRW retains a strong commitment to the Detroit metropolitan area.

"TRW is keenly interested in playing an active role in the community and we are pleased to have this opportunity to assist in important community initiatives like DESC," TRW Community Manager John Wilkerson noted. "We know our donation to DESC will benefit many students in the Detroit school system, and we look forward to regular updates."

## New data base signals completion of three-year plan

**D**ESC has completed the third and final phase of a technology upgrade plan set in 2001.

The first year saw the installation of new hardware and software on Corps computers. In 2002, the networking of office PCs, allowing staff to easily share files, marked the completion of phase two.

The creation of a database was addressed in phase three. Over the past seven months, DESC volunteer Dan McNeill has worked to make that happen. A recent relocation brought McNeill to Michigan. While he was seeking employment in his field of database development, he also sought out DESC to volunteer in his new community.

The information system addition that resulted from his efforts is helping DESC staff better serve the Corps and its clients. "It's a great tool. Now, useful information about volunteers

and clients is readily available," DESC Office and Consultant Manager Jackie Redmond said.

DESC has always collected client, volunteer, donor and contributed-services information for reporting and marketing purposes, but accessing the accumulated data of 20 years had become a challenge.

Since December of 2003, DESC staff and volunteers have received training and begun loading those records into the new database. While the effort has been time-consuming, benefits are already being realized.

"Current and past information has become immediately available. This enhances the day-to-day management of programs, improves accuracy and is very efficient with reporting,"



**ON THE FRONT LINES** of the technology upgrade at the DESC office are volunteer Dan McNeil and staffer Harriett Rivers.

DESC President Deanna McGraw noted. "I expect many other benefits to be realized over the next year. We are very grateful to Dan for his assistance in implementing this major improvement in our capabilities."

# VOLUNTEER SPOTLIGHT ON ...

## DAVID GAMLIN



When DESC staffers Harriett Rivers and Jameson Teamor were asked to identify outstanding volunteers for the Student Roundtable Dialogue program, they didn't hesitate long before choosing David Gamlin.

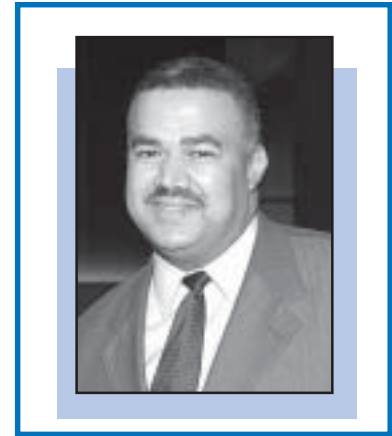
David J. Gamlin has spent his life "involved," building a career that gives him the breadth and scope to assist young people today. He is an outstanding example of the DESC volunteers in the Dialogue program partnered with Detroit Public Schools.

A graduate of Cass Tech and Hillsdale College, David's career includes overseas civilian work with the U.S. Air Force and investment counseling for Dean Witter, plus sales and operations management positions in the automotive and graphic arts industries.

Married and the father of a daughter and son, he is a fine example of how to give back to the community. As the Director of Entrepreneurship for New Detroit, Inc., his responsibility is to connect Detroit business students with mentors from the financial service and business community. He has the added duty of creating partnerships that improve financial literacy in the Detroit area.

Around DESC, David is known as the "go-to" guy for student Dialogues. For more than three years, he has been a willing speaker and has brought many additional volunteers to this worthwhile program. He is also active as a member of the DESC Facilitation Partnership Board.

Toss in David Gamlin's work as Board Chairperson for Joy of Jesus



Ministries, his role as Mentor with the Detroit Youth Foundation KIDS VI program and board membership and leadership as program director for the Midnight Golf Program, and you get the picture of his complete dedication to Detroit youth. DESC is truly fortunate to count David among its volunteers for Student Roundtable Dialogues.

## First Board Retreat unites, connects Corps leadership

*continued from front*

DESC President Deanna McGraw put it this way: "Typically, when board members meet, there is an agenda to pursue and business to be done. There's not much time to get to know each other on a personal level. What we wanted was a gathering where the agenda was simply to establish and strengthen connections."

The half-day program began with a continental breakfast and concluded with lunch. In between, board members took part in a People Search (linking board members with sometimes surprising accomplishments and pursuits) and round-robin dialogues.



**DOING JUST WHAT** "Retreaters" are supposed to do – share stories and get to know each other better – are (from left) Niccole Metsger, Karen Roth and Ken Holloway.

Participants spoke briefly in their various areas of expertise. They also listened to presentations by event facilitator Chuck Stokes and LTU Dean Louis DeGennaro.

"I think the board members learned

new things about each other, about the programs of DESC, and also had fun!" board member Karen Roth said.

Board chairman Bill Adams added, "There will be a continuing need to repeat this experience."