

OLLI at Yavapai College, Prescott
Governing Council ("GC")
Meeting Minutes –February 28, 2019
9 – 10:30 a.m. – Building 31, Room 119

Council Members Present (Quorum present at meeting):

Michael Gunn (Chair)
Dave Rothgery (Vice Chair)
Penny Devlin (Secretary)
Patricia Berlowe (OLLI Administrator)
Bill Miller
Barbara Brown
Saul Fein
Jim Reid

Other Attendees: John Carter, Deb Dillon, Jim Veney

Absent/Excused:, Bill McFarland, Sandra Bennett, Ray Lee

I. Call to Order – 9 am: Michael G presiding

II. Approval of Minutes

Action Taken:

The minutes of the January 17, 2019 GC meeting were approved as amended

III. Executive Report - No Report

IV. Staff Report - Patricia B

- Tricia provided membership, number of offerings, course and attendance trend data. Trends are basically flat between 2016 and 2019. Charts showing trend data are attached as Item 1 to Attachment A.
- Spring II catalogs will be mailed next week. Spring II enrollment is open.

V. Committee Reports:

- Finance – Bill Miller
 - Financial report was presented and is attached as Item 2 to Attachment A.
 - Bill reviewed the financial results for first half FY19. The current forecast is for spending to exceed FY19 budget by approximately \$8K. Bill cautioned against raising membership fees at this time. Talking points presented by Bill are attached as Item 3 to Attachment A.
- 25 Year Anniversary Task Force – Patricia B
 - Curriculum Committee is hosting a 25 year Celebration Luncheon in March recognize and thank facilitators for their contribution to OLLI.
 - A Taste of OLLI is scheduled for May 15th. The event, which is open to the public, will provide a sampling of courses. Tricia is working with the YC Marketing team regarding publicity for the event. OLLI members will be encouraged to attend and bring neighbors/friends.
 - A Silver Celebration Gala will be held in the YC Performing Arts Center. The event will include live music, food & beverages and a cash bar. Estimated attendance is 300 OLLI members. Tricia presented the proposed budget for the Gala.

Motion:

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| <ul style="list-style-type: none"> • Motion by Saul F to approve the \$7800 budget for the Silver Celebration Gala. |
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Motion was seconded by Dave R and approved.

- Nominating – Saul F
 - 8 Nominees have been identified for the May 2019 Governing Council ballot. Saul reviewed the 2019 GC ballot schedule. Nominees will be contacted to provide personal bios to include with the ballots.
- Community Partners – No Report
 - Chair is needed for Community Partners.
- Curriculum – Deb D
 - Ongoing efforts to recognize facilitators including the 25 Year Luncheon.
 - Phil Groves is leading a new SIG for facilitators. The SIG includes a monthly meeting/salon for facilitators at Phil's home.
 - New policies and procedures have been published for the Curriculum Committee.

- 3 new facilitators attended the Thinking about Facilitating workshop.
- When classroom facilities at YC Prescott Valley are confirmed for use by OLLI, John Carter intends to submit course proposals for classes at the PV campus.
- Policy and Procedures – No Report
- Technology – John C
 - Workshop for Technical Assistants will be held this week.
- Membership/Publicity – Michael G
 - The Membership/Publicity Committee will be restructured as the Publicity Committee. Membership activities will be moved to the Social Committee. Tricia will contact Sandra B regarding updates to Policies and Procedures to reflect this change.
 - Michael G has agreed to take leadership for New Member Orientation (as part of the Social Committee)
- Long Range – No Report
- Social – Barbara B
 - Embry Riddle’s annual SCI-Tech Festival is scheduled for March 23rd. 50 admission tickets have been designated for OLLI members to attend the 1pm Planetarium show.
- Special Programs – No Report

VI. Unfinished Business

- Immediately following this GC meeting, Penny D will work with Cindy P to schedule a welcome/introductory lunch with Lisa Rhine (YC President).

VII. New Business – None

VIII. Any further business for the good of the order - None

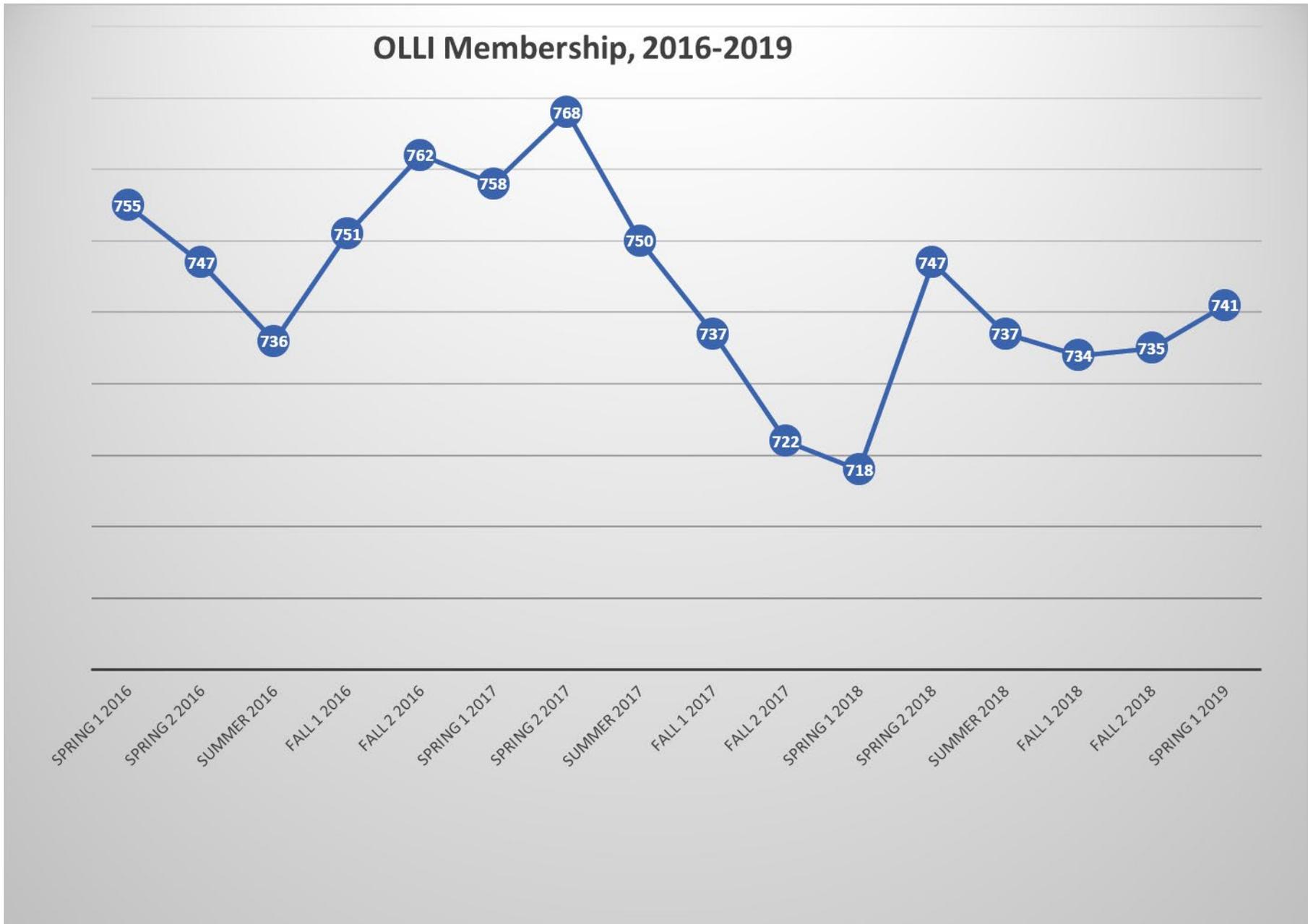
IX. Announcements

- Next GC Meeting is March 21, 2019

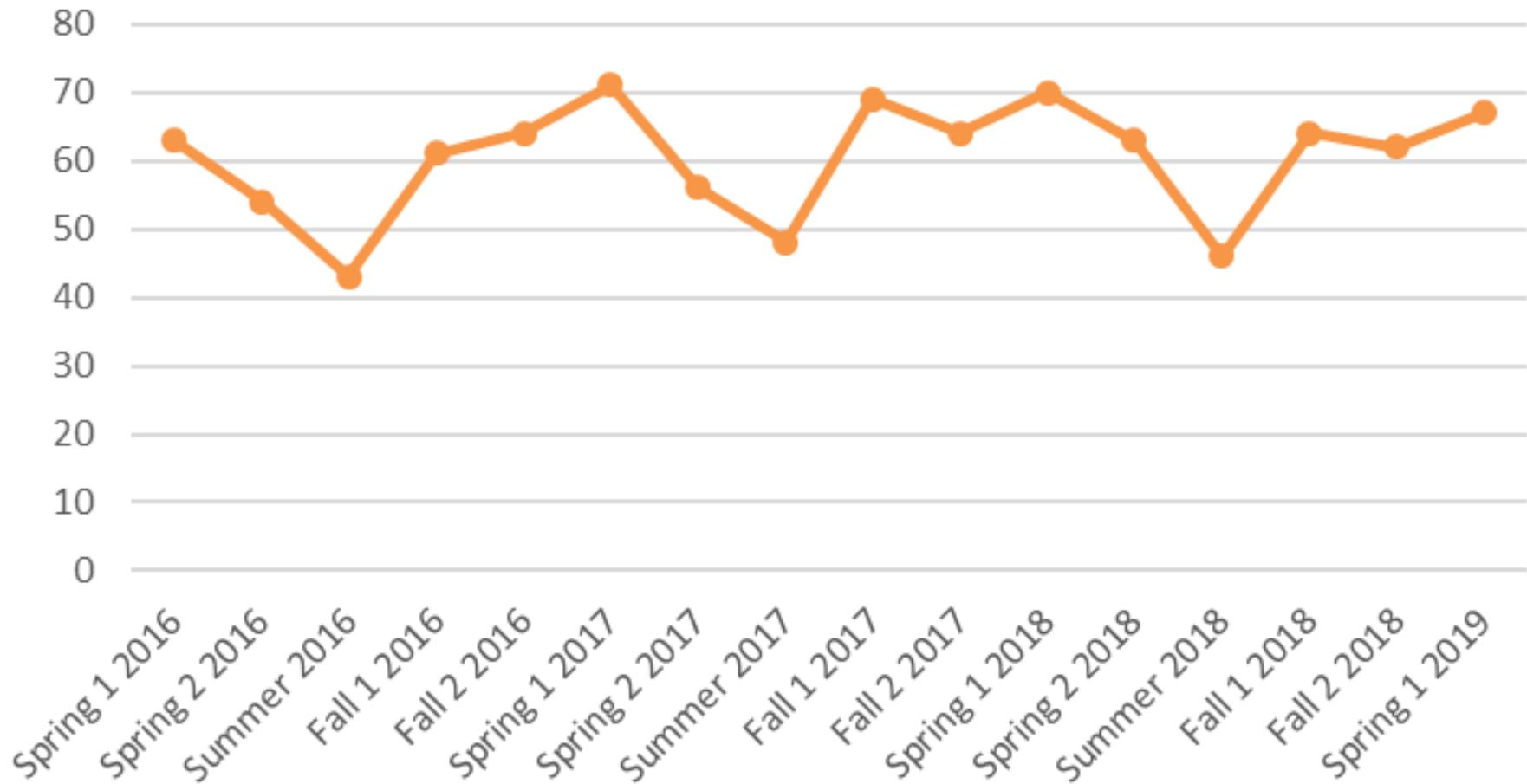
X. **Adjournment** – meeting adjourned at 10:30 am

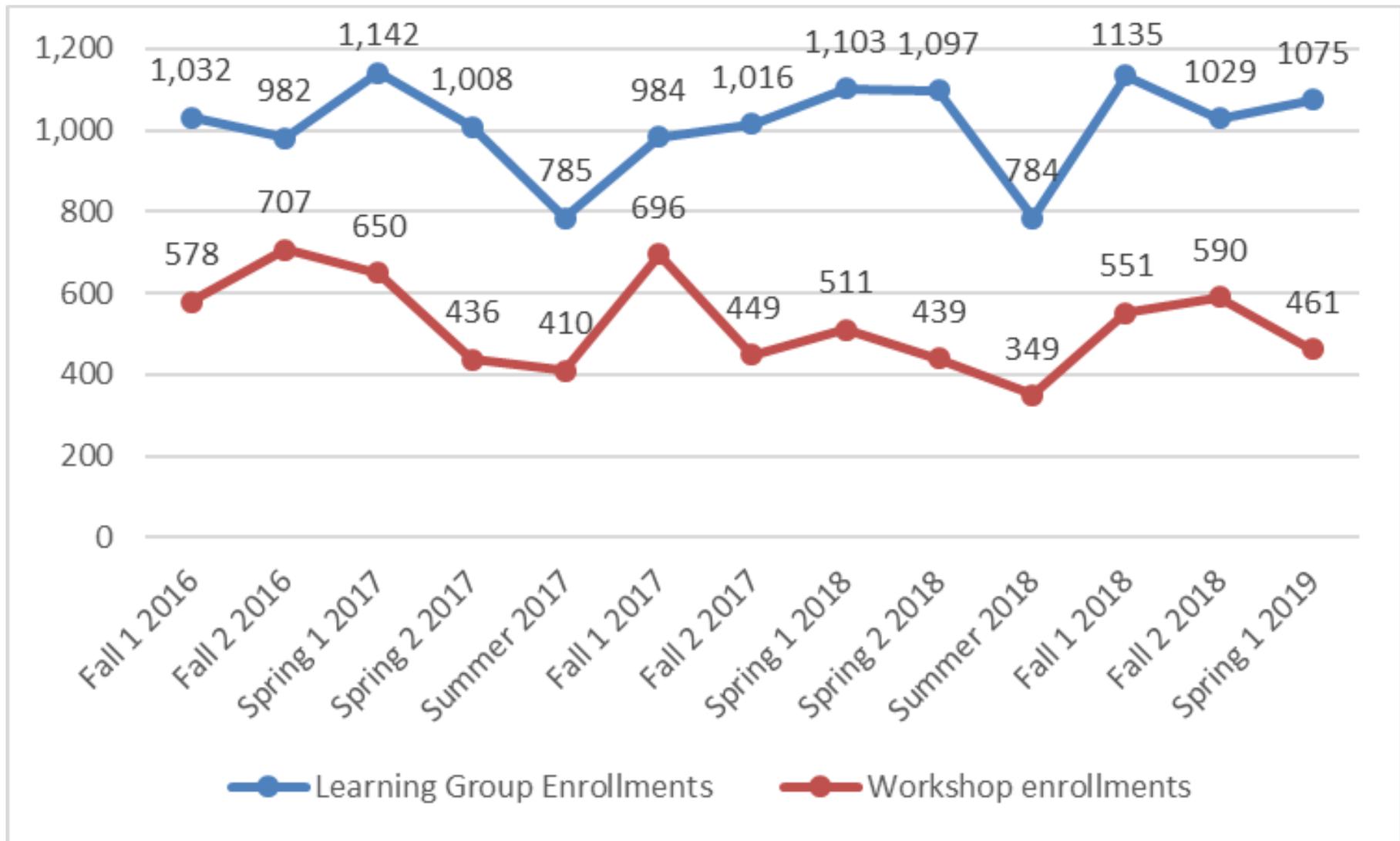
Attachment A

Item 1 – OLLI Staff Report

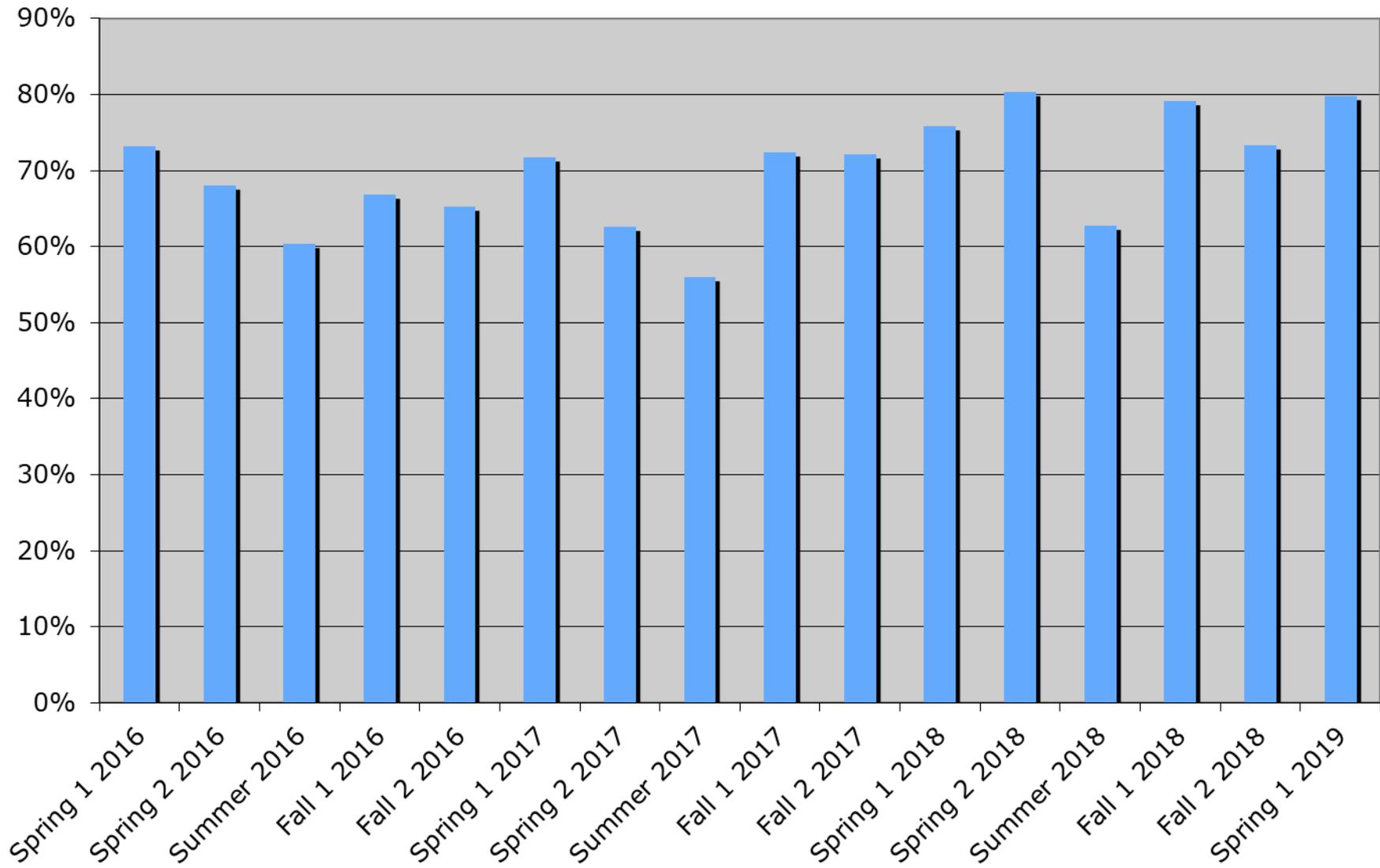


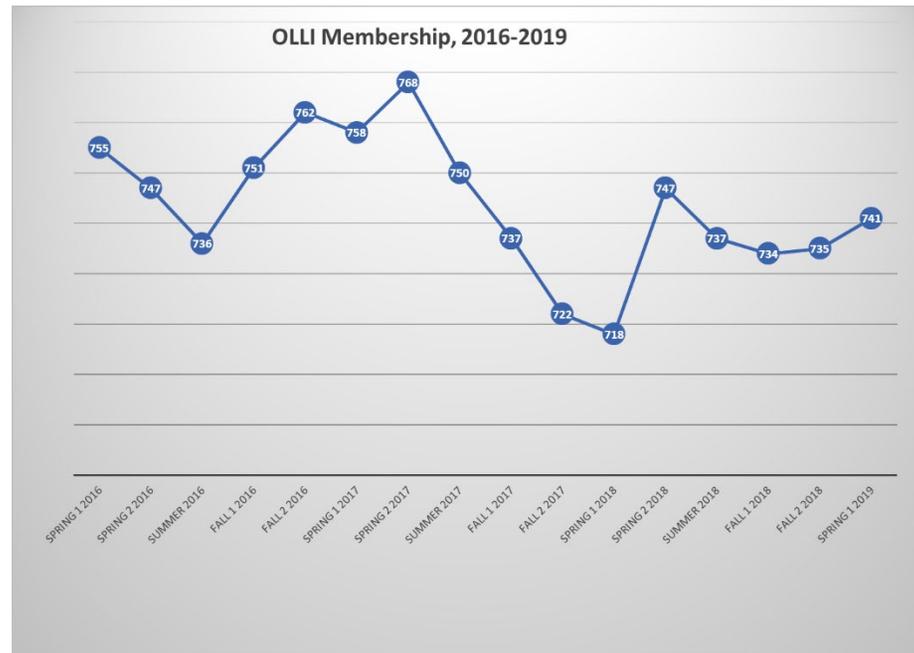
No. of offerings





Percentage of Members Attending Learning Groups







Item 2 – Financial Report

Income	July-Dec 17	July-Dec 18
Membership & Class Fees	\$46,365	#N/A
Endowment Income	\$28,366	#N/A
Field Trip Fees	\$7,884	#N/A
Social Fees	\$1,040	#N/A
Book fees	\$750	#N/A
Scholarship transfer from Foundation	\$0	\$0
Income Total	\$84,405	#N/A
Expenses		
Administrative	\$66,338	#N/A
Annual Database Fee	\$4,285	#N/A
Finance Committee	\$0	\$0
General Supplies	\$428	#N/A
Gov Council	\$211	#N/A
Administration Subtotal	\$71,262	#N/A

Field Trips	\$12,585	#N/A
Social	\$2,105	#N/A
Curriculum	\$2,120	#N/A
Credit Card Fees & Taxes	\$1,232	#N/A
Technology Support	\$0	\$0
Membership	\$0	\$0
Production Subtotal	\$18,041	#N/A
Printing	\$3,423	#N/A
Publicity	\$650	#N/A
Promotion Subtotal	\$4,072	#N/A
Expenses Total	\$93,376	#N/A
Net Income - Expenses	-\$8,971	#N/A

Item 3 – Financial Report - Talking points presented by Bill Miller, Finance Committee Chair

From FY, 07 thru FY, 10 (4 years) we had yearly losses, reducing then accumulated earnings to \$7,645 on 6/30/10.

We raised fees in FY, 11, 13 and 17, increasing retained earnings to \$75K on 6/30/18. We moved \$50K of this to our foundation account, leaving an on hand cash balance of \$25,280 on 6/30/18.

Since FY, 10, we have had 8 straight years of operating profits, with of course 3 fee increases.

In FY, 18 we earned \$5,754. So far in FY, 19 we have lost \$8,037. The question has been raised what to do about this, should we raise fees again?

In my opinion we should NOT raise fees. Here are my reasons why:

1. Quad Cities area continues its rapid growth.
2. New membership FY, 19 vs FY, 18 thru Spring 1 is down 48 people, or 29%.
3. For FY, 19 our budget included \$5K for publicity. This committee has worked hard and I favor giving them more time to show if this can be successful.

4. At our last council meeting we were told of a plan to distribute copies of our catalog to the buyers of every new home in Yavapai County. This effort will start soon and I believe we should give it time also to see if it has value or not.
5. Our FY, 19 loss YTD is actually less than the same period FY, 18 by \$.9K.

We have talked for months about membership issues. To date the issues are not solved, but we are trying. We again request your support talking up OLLI with friends and neighbors.

At this moment our on hand cash situation is down but not imperiled in my opinion. I promise we will monitor the situation and keep you informed.

If you have not made all of your charitable donations, I ask you to consider OLLI. State tax credits are in effect thru 4/15/19 for 2018 donations. You must make minimum withdrawals from IRA,s and 401K,s if 70.5 years of age.

Most of our late 2018 stock market losses have been recovered.

Thank you for your interest and support.

Bill Miller, finance committee