

OLLI at Yavapai College, Prescott  
Governing Council ( " GC" )  
Meeting Minutes – April 16, 2020  
9 – 11 a.m. - Web Meeting on Zoom

**Council Members Present (Quorum present at meeting):**

Sandra Bennett  
Barbara Brown  
Saul Fein  
Deb Dillon  
Michael Gunn  
Ellie Laumark  
Ray Lee  
Bill Miller  
Gretchan Paustian  
Joe Schaffer  
Jim Veney

**Other Attendees:** Patricia Berlowe (OLLI Administrator), Pam Lang, Patty Winkles, Barbara Leonard, Mary Ann Schaffer (CC Chair), Jim Reid (alt), John Carter (alt), Dee Dee Freeman, Mark Troester Barbara Leonard, Cindy Smith

**Absent/Excused:** none

**I. Call to Order – 9:00 am: Michael Gunn presiding.**

**II. Approval of Minutes**

Minutes of the meeting of March 19 were approved as amended.

**III. Executive Report**

A) Strategic Task Force recommendations

Michael presented the recommendations of the strategic task force. They are:

**Vision:** Extending and improving the quality of life (no change from 2/20/20)

**Mission:** Provide lifelong learning and social connections (revised from 2/20/20)

He then presented recommendations for realizing the vision and mission statements, as follows:

Short term goals:

We recommend the creation of a **Volunteer Committee**. Its charter is “To create and support additional opportunities for members to participate, engage, and contribute to OLLI.”

*Examples we believe that belong as subgroups of the Volunteer Committee could include (but are not limited to)*

*Social Connections*

*Tech Assistants*

*Zoom Tech Assistants*

*Classroom Hosts*

*OLLI Trolley Drivers*

Retain and engage members through a variety of efforts to keep 75% of our current members active.

We challenge our existing committees to find a role in retaining and engaging our members during these online times and beyond.

Curriculum committee – find facilitators willing to deliver content online

Technology committee – finding ways to help train facilitators deliver online content, finding ways to help train our members to receive online content

Social Connections – task force, helping organize our online connections, call trees.

A motion to adopt the vision and mission statements was made, seconded and approved.

A separate motion to adopt the volunteer committee and to engage members of OLLI through the mechanisms stated was made, seconded, and approved.

B) Online Governing Council elections

Governing Council elections will be held online. Special efforts will be made to assure that people without email will be able to vote via telephone.

C) Resignations from GC, Committees

It was noted that John Lowe had resigned from the Curriculum Committee and that his resignation had been accepted. It was also noted that Sandra Bennett had resigned as chair of policy and procedures.

#### **IV. Staff Report – Patricia B**

##### **A) Registration for Spring 2**

Tricia showed list of classes being launched in Spring 2. Five are email only. She said that the class information is contained both in announcements sent to members and on the OLLI web site– The offerings are fluid and subject to change.

##### **B) OLLI Finances**

Tricia presented a comprehensive worksheet showing OLLI finances to date and projected for the year. The worksheet had been circulated to all GC members. It showed OLLI to be a little short of budget this year, but not much. She warned that there would probably be a dip in income in the spring of 2020 as people whose membership was extended this year would not be renewing at the same time next spring, but would have a two month additional membership.

#### **V. Committee Reports**

##### **A) Nominating**

There is a slate of seven members for the GC.

##### **B) Community partners**

No report at this time.

##### **C) Curriculum**

The committee met on Zoom on apr 3. John Lowe' s resignation was accepted and he was welcomed to stay involved in olli as a facilitator and member. The committee discussed online classes and will meet to talk about classes for the fall.

##### **D) Finance**

We are ahead now, but do not expect much income for the rest of the year. Bottom line, OLLI will be about five thousand in the hole. Bill Miller advises that we don' t panic

about the finances. They are very strong. OLLI is down 15 percent in last three months. In three years we are up two and a half percent. We are financially solvent and will be in the future.

E) Policy Procedures

No report.

F) Technology

People have to read the material that has been prepared on the use of Zoom.

G) Membership/Publicity

No report.

H) Long Range

A survey of members who have dropped out of OLLI has been postponed.

I) Social

Taken over by social connections committee at this point.

J) Special Programs

Special interest groups, Michael presented material on all the SIGs. Most are more or less dormant.

**VI. Unfinished Business**

No unfinished business

**VII. New business**

No new business

**VIII. Any further business for the good of the order**

The OLLI staff was congratulated unanimously by the GC for their hard work and the

remarkable accomplishment of getting online courses and workshops going for Spring2 with 294 enrollments in the courses and 39 so far in the workshops.

**IX. Announcements – *Next scheduled meeting is May 21***

**X. Adjournment: Meeting adjourned at 11:00**