

OLLI at Yavapai College, Prescott  
Governing Council (GC)  
Meeting Minutes – December 17, 2020  
10:30 – 12 a.m. - Web Meeting on Zoom

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

Deb Dillon  
Michael Gunn  
Mike Hickman  
Ellie Laumark  
Ray Lee  
Bill Miller  
Joe Schaffer  
Mark Troester  
Jim Veney

**Other Attendees:** Patricia Berlowe (OLLI Administrator), Barbara Brown (Special Programs Chair), Mary Ann Schaffer (Curriculum Committee Chair), DeeDee Freeman (alt)

**Absent/Excused:** John Carter (Tech Committee Chair), Barbara Leonard, Cindy Smith

**I. Call to Order** • 10:36 am: Michael Gunn presiding.

**II. Approval of Minutes**

Minutes of the November 19 meeting were approved as written.

**III. Executive Report**

A) Update from Tricia on Gennie Ingram and John Low complaint from James Perry. There are five points given that will be agreed to by facilitators and the Curriculum Committee. There was a discussion of

the letter and what it entailed. There will be a report from an ad-hoc committee to deal with the letter. The committee will consist of Michael Gunn, Deb Dillon, Mary Ann Schaffer and Patricia Berlowe.

**IV. Staff Report – Patricia B**

- A) Fund raising to date: Tricia showed info about enrollment and fund raising. Both at this time substantially exceed projections. Topics of the fund raising report are given on page 4 of these minutes.
- B) Showed chart of winter interlude. There will be classes for the interlude, most orchestrated by Barbara Brown.
- c) Nineteen gift memberships have been sold so far.

**V. Committee Reports**

- A) Membership Committee  
The subject of the membership committee will be revisited in the summer when OLLI is back on campus.
- B) Social  
No report
- C) Nominating  
Will look for chair in January 2021.
- D) Community partners  
No report.
- E) Curriculum:  
The committee interviewed a new facilitator at the December meeting. Five new facilitators have been identified since the start of the fall sessions.
- F) Finance:  
No additional report
- G) Policy Procedures  
The policy and procedures document, as reviewed and amended by

Deb Dillon was considered by the council. It was moved and seconded that the modified document be accepted by the council with the exception of the section dealing with the curriculum committee, which will be modified to take account of the directions from James Perry, and the section on community partners, to which Ellie Laumark had objections. The motion was passed. Further work will be done on the curriculum committee and community partners sections.

H) Technology

No report

I) Publicity

No report

J) Long Range

No report

K) Special Programs

No report

L) Volunteer Committee

No report

**VI. Unfinished Business**

**VII. New business**

A) Ray thanked Michael for taking the lead on the memory book for Angie Mazilla.

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

**IX. Announcements**

No announcements

**X. Adjournment: Meeting adjourned at 11:30 next scheduled meeting January 21 at 11:30.**

As of 12/17 at 10am:

- Winter enrollment = 766 (very strong – Fall 2 totaled ~800, Fall 1 totaled ~900)
- We have 96 Memberships purchased (13 new members included) – goal for Winter was 78.
- Membership/Class fees = \$11,160. Goal for Winter was \$6,500
- Fundraising total: \$17,245 (likely under – don't have any data on checks that have arrived this week) – goal was \$5k by December 31.
- Collaborating with Linda on engaging her Sedona members in our free workshops
- Answering our phones live now
- Pam's hours