

OLLI at Yavapai College, Prescott
Governing Council (GC)
Meeting Minutes – April 15, 2021
10 – 11:30 a.m. - Web Meeting on Zoom

Council Members Present (Quorum present at meeting):

Deb Dillon
Michael Gunn
Ellie Laumark
Barbara Leonard
Joe Schaffer
Cindy Smith
Mark Troester
Jim Veney

Other Attendees: Patricia Berlowe (OLLI Administrator), John Carter (Tech Committee Chair), Mary Ann Schaffer (Curriculum Committee Chair), Jerry Thurber (guest), Tom Stachon (guest), Linda Shook (guest)

Absent/Excused:, Kelly Boryca, Barbara Brown (Special Programs), Deedee Freeman, Mike Hickman, Ray Lee, Bill Miller

- I. **Call to Order** 10 am: Michael Gunn presiding.
 - A) Introductions of persons on the governing council: Present members of GC introduced themselves for the benefit of Linda Shook, to whom the OLLI administrative personnel report, as did the new persons running for the GC.
 - B) Linda Shook, Trica's new supervisor introduced herself and gave a brief power point presentation about herself, OLLI and the College's governance as it relates to OLLI.
- II. **Approval of Minutes**
 - A) Minutes approved as written.
- III. **Executive Report**
 - A) What is a workshop vs a course? It was agreed by the GC that a workshop is a one time event. A course is an activity that runs more than one time.

IV. Staff Report – Patricia B

- A) Tricia showed a graph on offerings for the past six sessions. Enrollment followed the class numbers over the six sessions. Spring: five classes were canceled because of health issues for facilitators. Six classes were canceled due to low enrollment. Tricia also showed a graph of membership, which has gone down over the last seven time periods. Now down from 860 to 405.
- B) Yavapai will go to condition Green on some day soon. OLLI offered Hiking for Spring. OLLI can be back in classroom for summer. Classes will be smaller to keep people separated. All members and facilitators will have to wear masks and remain six feet apart.
- C) Finances look better than membership. OLLI is better of than the initial budget. We are exceeding the budget in revenue.
- D) The Prescott OLLI fund is \$32,000. This amount was invested along with other OLLI funds has earned about \$5000 in this year.
- E) Institutional membership. These people see themselves as customers. Must be aware that we are a membership group. Seems to work where membership space is limited. Recommend that they can Zoom in on our munch and learns with no tech support.

V. Committee Reports:

- A) Nominating Committee: There are now eight candidates for the GC. Presentations by candidates will be done on May 3 at 11:00. Motion to accept candidate list was made and seconded. The motion passed unanimously.
- B) Community partners: Citizens water advocacy group will do a workshop on May 25 re water in Prescott. Will proceed with an outdoor gathering in the fall.
- C) Curriculum: Welcomed a new member to the curriculum committee who is a yoga instructor. Had a facilitator workshop event from Chicago. Becky Gunn will be the new Chair of committee beginning in July. Asking the volunteer committee to identify a person who doesn't facilitate classes to be a member of the committee. New evaluation form has been developed to include questions about Zoom

- D) Volunteer Committee: Has been working on honoring the volunteers at tomorrows event.
- E) Finance: No additional report.
- F) Policy and Procedures: Updated policy and procedures are now on the web site.
- G) Technology: Nothing new.
- H) Membership/Publicity: Two projects in the works, May 22 will be an activity on the square, Adult center is using a publicity company and we are placing an add with them. Put 25 in value pack
- I) Long Range: Change to a strategic organization. Joe Schaffer, the chair of the committee wants to call it the planning committee. Membership figures are an important part of the planning effort. Intent is to find a process to move forward in an organized fashion. A framework for moving forward in planning was presented. Next meeting on the 29th of the month. The committee needs to know what the College big picture is and be consistent with that.
- J) Social: Birthdays are the 23rd. And maybe get a Christmas party on the books.
- K) Special Programs: New special interest group, the STEM SIG.

VI. Unfinished Business

- A) No unfinished business.

VII. New business

- A) High school student presentations to OLLI: Can a teacher at the High School use OLLI for student presentations. It was agreed that this could happen. Timing is being considered.

VIII. Any further business for the good of the order

IX. Announcements

No announcements

- X. **Adjournment: Meeting adjourned at 11:55** *next scheduled meeting May 20 at 10:00.*