

MINUTES OF OLLI BOARD MEETING

May 12, 2014, 10 A.M.

Present:

Fred DeJarlais, Sally Lester, Steve Zaslaw, Inga Hoffman, Bill Patterson, Dennis Morris, Ruth Keeley, Gail Greenwood, Lois Widom, Mark Gordon, and Chris Le Maistre.

Minutes: Dennis Morris

Action on the minutes of April 21, 2014 was deferred until the next scheduled meeting. The following corrections/comments on the April minutes were noted:

- Only interest groups and membership donation levels changed to \$35, not courses.
- Income from memberships and interest groups should be noted as donations, not fees.
- Spelling of "PIDIM" (unique university database identifier) should be "PIDM".
- Interest group criteria, recently adopted by the board, should be part of the April minutes.

President's comments:

1. Fred and the Board expressed thanks to Inga for hosting board meetings.
2. Gail reported on the recent National OLLI conference in Carlsbad, CA which she and Fred attended. Both found it an inspiring meeting. The 114 OLLI's are organized in many different ways. Several, however, are self-directed like ours. Several themes were emphasized: Build to the future by looking at the past; conduct a strategic planning effort every 5 years; send different board members to the national conference each year; have fun! Several people at the conference suggested that the Osher Foundation would consider additional grants if an OLLI reaches 1,000 members. Fred will investigate.

When compared to other OLLI's our donation levels are very low. However, higher levels could provide certain advantages: UC Berkeley charges \$500 to join and they have five paid staff members who provide substantial services to the membership.

With regard to membership growth several of our board members cautioned that we need to maintain the kind of close-knit organization that our membership desires.

3. Fred suggested that we need a depository for our documents. This suggestion originated from Bill Patterson when he drafted a job description for the Interest Group Coordinator position. Issues that need to be addressed: Does it need to be private? We need a volunteer to organize our existing policies. Could we use our website with password system? Do we need physical storage space as well as digital?
4. The Board discussed providing theatrical production marketing support. It was agreed that no blanket email mailing to members would be allowed. OLLI's name on production materials will not be allowed. Material on a table at monthly meeting would be acceptable.
5. Bylaws revisions: Board will review drafted changes. It will complete review with changes at September board meeting. Questions on fund raising were addressed. It was

agreed to move item E from Education back to Fund Raising. It was questioned whether our STARS representative has a vote on the Board. The by-laws state that our STARS representative has a vote.

Membership:

The Board discussed the option of a physical coupon for Silvia Miller Fund vs online contributions. A coupon will be placed in the newsletter. Board members discussed whether OLLI members should have an option to opt out of mailing. Many want to have the mailing. It was agreed that a category should be added to University Relations online form.

Membership renewal letter mailing should occur before end of June. Sally needs to increase purchase order. Fred will draft a letter to include fee increase.

Parking:

Dennis Morris indicated that we had an issue with the driver of the shuttle – took an unauthorized break resulting in some members having to walk from the East Remote lot. Sally will make sure that the driver of the van knows that he is to meet Dennis at Stevenson's at 9 am to start and not take a coffee break. The driver will leave the East Remote Parking at 11 am to go to Stevenson's.

Online transactions:

1. The Tech Committee had a productive meeting with University Relations (UR) last week. They are meeting today with UR to finalize roll out of password. Course registration will be online. Film Seminar is still off line. Courses need to start after first meeting in order to register online. This information will be placed in the September newsletter.

Treasurer's report: (David Copp not present)

The Board had a budget discussion. Fred presented some changes to the projected 2014-15 budget which included some increases in donation income. The UR cut of 6% of donation income was detailed. Some event costs were increased. If no material changes in income and expenses occur in the next few years OLLI will have a deficit in 2018 (at current donation levels).

Courses:

Lois is organizing classes for next fall. She would like to move classes to September; however, that will not be practical as no staff will be available in the STARS office until October. The courses will need to start after the first general meeting in September which puts them into October. The September newsletter will include the course information.

Interest Group:

Bill Patterson tendered his resignation from the Interest Group Coordination position. Fred will ask for a volunteer at the next general membership meeting.

Membership:

Mark made a motion ask Ruth too be the recipient of all mail for registrations. The motion was seconded by Dennis and approved. More brochures need to be printed. Fred will do the mailing labels.

Facilities & Hospitality:

Video recording of the meetings was discussed. Recording at next meeting is not needed as one exists from speaker. Arrangements for September meeting will be challenging since students will not be available for set-up. Mark will report back at next meeting.

Publications:

The use of Constant Contact was discussed. We will now be using this program directly. We'll be using fewer functions so the cost is less, which is reflected in the 2014-15 budget.

Speaker Program:

September speaker is set. No special AV setup required.

STARS:

Sally indicated that preparing for end of year party requires a lot of approvals. Approvals go to highest level at the University because of alcohol being served.

Next board meetings:

A possible Board retreat was discussed but no decision was made. Leadership recognition party date needs to be set (later set for August 27). September board meeting will be the 15th. Location to be determined.