

ENCORE

BOARD OF DIRECTORS MEETING MINUTES

Monday, June 22, 2015

Senior Center (Yacht Club)

1. The meeting was called to order by Frank Spence, President, at 1:03 pm.
2. Persons in attendance: Frank Spence, Tod Lundy, Gerrie Penny, Ellen Stoner, Anne Gant, Reta Lindstrom, Erhard Gross, Sue Zerangue, Rollie Lindstrom, Mary Kemhus, Clatsop CC representative, and Meg Weaver. Absent: Art Limbird.
3. Additions to the agenda were made by Frank: Under Committee Reports, item D 1), Request for \$500 for the Conference on Extraordinary Living, was added. Item 8. B., the Aging panel discussion participation, was also added.
4. The minutes of the Annual Meeting on May 29, 2015 were reviewed, and a motion by Tod Lundy to approve as written, seconded by Erhard Gross, passed unanimously. The minutes of the last Board meeting, on April 27, 2015 were reviewed, and a motion by Tod, seconded by Erhard, to accept them as written, was approved by the Board.
5. Ellen Stoner distributed copies of the Treasurer's Report to attendees at the meeting. The College's books are closed for the year, and also for ENCORE's fiscal year. Rollie moved to accept the report, with a second by Gerrie Penny. The report was approved unanimously. Notices for annual dues will go out on July 15, and will be due on August 31. A Petty Cash voucher to be used by all Board and Committee members for reimbursement is available on the website.
6. Committee Reports:
 - A. Curriculum Committee. Reta Lindstrom reported that the committee has been working on firming up the fall schedule of classes, based in part on results of the Member Survey regarding preferences for new classes. The survey report is due to the committee during its meeting on July 13. Reta is working with the Senior Center for classroom space for classes. A new format of short-term classes that might "pop up" during the year is being considered. Theme classes are being developed with a variety of presenters around a central idea. A second Coast Guard Class in 2017 is planned for scheduling in the late afternoon.

- B. Membership Committee. Rollie Lindstrom reported that there is no committee report for June, as the committee did not meet. Plans will be made at the next meeting for the annual picnic at Cullaby Lake. Saturday, August 14 is the date of the event.
- C. Trip Committee. In the absence of Art Limbird, the trip committee report was made by Erhard Gross. Perfect weather for the Wolves trip made for a successful event enjoyed by all, and was money well spent. The next trip will be led by Erhard over 3 days to Reservations along the Washington coast. Arrangements have been made with all but one tribe for tours of reservations. There will be two sessions in class and one 3 day trip on Oct. 12, 13, and 14. Forks is the site of the hotel; a Queen room is \$60. Buses have not yet been arranged. Mary has been helpful in negotiating for buses. Cost of the trip has not been determined, but will be known by August 11. We may fill a 21- or 28-passenger bus, which is less costly than using a 58-seater only half full. Mary is checking about the configuration and availability of 15seater vans.
- D. Conference on Extraordinary Living. This event is scheduled for September 12 in Columbia Hall at Clatsop Community College. The meal will consist of gluten-free lasagna and salad, with an additional item such as a fruit platter being considered. An event for new retirees or those considering retirement will be included. Plans for the conference are updated monthly at a meeting of planners; Mary and Sue represent ENCORE on the committee. As a cosponsor of the event, ENCORE is asked to contribute a cash donation.

- 1) Donation of \$500 to co-sponsor the Conference. Reta moved and Erhard seconded a motion to donate \$500 for co-sponsorship of the Conference on Extraordinary Living. The motion was approved. Sue will post information on the website regarding the conference and co-sponsorship.

7. Old Business

- A. Contract with Clatsop CC. The Board reviewed the 2-page contract that details mutual responsibilities of ENCORE and the college. Appreciation was expressed for the good working relationship with Mary and Clatsop CC that has encouraged effective leadership. The Board discussed the future direction of priorities for Clatsop CC under a new president, and voiced the opinion that more classes should focus on the arts. This would more closely match with the changing nature of Astoria as a colony of artists in music, visual arts, and theater. Renewal of the contract with Clatsop CC for the fiscal year July 1, 2015-June 30, 2016 was moved by Tod and seconded by Erhard. The motion was approved.

8. New Business

- A. ENCORE Website. Tod Lundy, coordinator of the ENCORE Website, submitted questions asking for guidance on which items are appropriate for inclusion, how long items should be, how items are to be purged, and what items are to be posted on the Bulletin Board tab.
 - 1). Short articles only should be posted on the website. A brief introduction to the article's content, plus a "click here" box to lead to a longer article would be preferred. Posting of

pictures and descriptions of the recent Wolf Haven trip should be assigned by Art Limbird, who taught the class. There were several events during 2015 that can be posted, and persons in charge of those events should assign someone to send pictures and text to Tod. Aletha Westerberg needs to receive similar information for the newsletter.

2). Monthly edits to the website are done by the website technician at a cost of \$67.50 per hour. This is prorated as at least 15 minutes for the first unit, and then according to the total time spent. The one edit per month will be made one week prior to each Board meeting. All persons in charge of classes or events are responsible for providing monthly updates by sending the information to Tod Lundy, website coordinator. Guidelines for submitting information will be published both on the website and on the newsletter. Other items included should be the website address, www.encorelearn.org, address, and college contact information. Erhard will write a statement about contact information and send it to Tod and Aletha.

3). The Bulletin Board tab on the website will include only organizations that fall within the mission of ENCORE and contribute to education and services, such as the Senior Center. Functions not appropriate would be commercial operations or for-profit organizations. No paid advertisements will be posted. Data posted will be timely and will be purged monthly. Tod will develop a short set of guidelines to post on the website and newsletter.

B. Age-Friendly Cities. The Astoria event on July 27 will include a round table input session regarding aging in Oregon. Frank and Tod volunteered to represent ENCORE on the panel, and their names will be submitted to Drew Herzig, who invited our group to participate. Members are encouraged to support this program; information will be posted on the website. Astoria is one of several Cities in Oregon being included in the Portland State U. project.

9. Public comments. A Kiwanis Club event will be held on July 27 regarding volunteer services, from 2 to 6 at Astoria HS. This Celebration of Services will be attended by Frank and Marlene Colendich, and members are encouraged to attend.

The future use of college dorm space as a possibility for trips away from Astoria was discussed. Mary is able to assist in setting up dorm space at other Oregon community Colleges as needed.

Changes have been made to plans for renovation of the Senior Center at 1111 Exchange Street. The dedicated classroom for Encore will not be built, and ENCORE will have use of a shared space with other groups. The \$6000 donation by ENCORE will be used to purchase equipment that will be shared by others.

Meg expressed her frustration at trying to keep up with ENCORE's activities when the website is not updated regularly. The Board will work to post articles, agenda, and minutes monthly.

Reta suggested that a series of emails be sent by Evy to remind members about the Conference on Extraordinary Living. A poster will be developed to post at City Hall regarding classes being held there. Mary Kemhus will be asked for support to develop the poster.

10. Adjournment. Adjournment was moved by Tod and seconded by Gerrie, and the motion carried. The meeting was adjourned at 2:30 pm.

Respectfully submitted,

Anne Gant, Secretary