

# ENCORE BOARD OF DIRECTORS

## Meeting Minutes

November 23, 2015

1:00 p.m., Astoria Senior Center

- I. **Call to order.** The meeting was called to order at 1:05 p.m. by Frank Spence, President.
- II. **Roll call.** Present were Frank, Gerrie Penny, Ellen Norris, Anne Gant, Tod Lundy, Rollie Lindstrom, Reta Lindstrom, Erhard Gross, Sue Zerangue, Mary Kemhus, CCC Liaison, and Robert McClelland. Art Limbird was absent, with prior notice to the Board.
- III. **Additions/Deletions to the Agenda.** Frank added item B under Old Business, Gifts That Make a Difference.
- IV. **Approval of minutes from last meeting.** The minutes were approved with addition of the date, October 26, 2015.
- V. **Treasurer's Report for October 2015.** Ellen reported that \$3,780.09 has been expended to date. An additional \$420 is encumbered for trips for which bills have not been submitted.
- VI. **CCC/ENCORE Liaison Report.**
  - A. Mary introduced a guest, Robert McClelland, representing the CCC Board, who made a presentation to ENCORE for participation in the Conference on Extraordinary Living in 2014 and 2015. The conference is modeled after a program at Umpqua Community College, first offered over 30 years ago, that now draws 500 people each year. Sue and Mary both participated on the planning team. Frank accepted the plaque on behalf of ENCORE and commented that this is ENCORE's first plaque, and it will hang prominently on our wall. For now, it will hang in Evy's office at CCC.
  - B. Ellen and Sue reported that ENCORE has reserved a small table at the Gifts That Make a Difference event on December 12, 2015. Ellen noted that the \$20 fee has been paid. All members are urged to distribute invitations and to attend from 12 noon to 4 pm. Additional volunteers are welcome, to sit at the ENCORE table.
- VII. **Committee reports.**
  - A. **Curriculum Committee.** Reta and Sue are putting together the Winter Schedule of Classes. Some of the new classes are Womens' Heart Health, Cooking for one or two,

and Facebook. The cooking class has a \$30 fee to be paid by each of the 10 advance enrollees. The classes begin January 11 and conclude on March 4, 2015.

1. **Approval of proposed memo on respectfulness.** On behalf of the Curriculum Committee, Erhard drafted the memo on respectfulness by all members who attend classes and events. On November 9, the committee approved the memo and referred it to the Board for consideration of adoption by ENCORE. The memo may be read by the coordinator at the first meeting of each class. Mary suggested adding it to the class schedule and the minutes. It will also be posted on the website. Tod moved and Gerrie seconded the adoption and dissemination of the memo, which carried unanimously. The memo follows:

**Dear Members of ENCORE,**

**Your Curriculum committee is trying to put together programs and courses that appeal to a broad audience. Whereas some of these offerings may be as tame as crocheting, others can be controversial. And where we encourage our instructors, old and new, to give our members a fair advance notice of the contents of their presentations, under the principle of Academic Freedom, we neither require an absolutely unbiased presentation nor censure our instructors and facilitators.**

**If you are exposed to subject matter and instructors whose bias you can't share, you have the option of leaving. Short of that, we request that you respect the opinions of others just as you would expect others to respect yours.**

**Reta Lindstrom, Chairperson**

**ENCORE Curriculum Committee**

- B. **Membership Committee.** There are currently 120 active ENCORE members, with 21 being new to ENCORE. The directory is out, and Ellen and Aletha Westerberg are commended by Rollie for the professional look of the 2015-16 Directory.
  1. **Update on Holiday Bash reservations.** There are currently 35 paid reservations for this event, to be held on December 11 from 12:30 to 3:30 pm at the McTavish Room at the Liberty Theater. There will be absolutely no late reservations, and a reminder email was sent regarding the December 4 deadline. Spaces are planned for 8 tables of 8 each, but more tables can be added to accommodate all persons who make reservations on time.

2. **New Event.** Erhard is working with the Membership Committee to coordinate an event with the Curriculum Committee at the Lum showroom. The room can hold 150 people, and possible topics include Enterprise Zone, Automotive research and development for the future, or Women business leaders.

**C. Trip Committee.** Erhard made a report for the Trip Committee about his pre-trip site visits for the upcoming May 23-25 class on Nez Perce and Umatilla reservations from Walla Walla to Lapwai in Idaho. The distance on the first day by vans is 331 miles from Astoria to Walla Walla, then 114 miles each way to Lapwai and the Nez Perce Museum on day 2. Both sites are operated by the National Park Service, with free admissions. Hotels are more expensive in Walla Walla than in Forks, but free admissions to museums help to balance out the costs to individual attendees. On day 3, the group will drive 10 miles west to the Whitman Mission, then drive to Pendleton and return on Hwy 84 to Portland and Astoria by 7 pm. Vans will be reserved and paid using Trip Committee funds.

## **VIII. Old Business**

- A. **Members-only section for the ENCORE website.** Ellen reported on her study of the feasibility of classified ads and discussions in a members-only section. This can be done easily using Facebook or a blog from the ENCORE site, but monitoring it could become very time consuming. Sue Zerangue indicated that ENCORE has had a Facebook site for a couple of years that no one uses. This fall there was a blog set up for the Science Exchange students to use for discussions and that has not generated any interest either. The Board agreed to table the concept indefinitely.
- B. **Gifts That Make a Difference.** Encore will staff a small table from 12 to 4 pm on December 12. Members are encouraged to attend. Volunteers are needed for the table.

## **IX. New Business**

- A. **Senior Center Floor Plan.** Frank distributed copies of the proposed Floor Plan. The room to be used by ENCORE has a 70" TV for which we are asked to split costs. Anne moved and Ellen seconded to provide half the cost for the TV to the Senior Center. The motion carried.
- B. **Open Space.** There is one large rectangular open space in the new senior center. It is divided by a movable (folding) wall. The North side of the movable wall will be primarily used as a class room by

ENCORE. The South end will be primarily used by for daily lunches Monday through Friday provided for all seniors by Columbia Senior Diners. For large events that require opening the folding wall, scheduling after 1:00 pm would eliminate any potential conflict with Columbia Senior Diners.

**C. December Board Meeting.** There should be little need for a Board meeting in December, with no carry-over items. The meeting was cancelled. The January 25, 2016 meeting will be held at a place to be announced.

**X. Public Comments.** Frank noted that John Ryan was elected President of the Senior Center Board. John has been ENCORE's representative on the Renovation Committee, and has done a commendable job. He will be an outstanding President. Anne noted that a new ENCORE member, Di Stuppy, was elected as a Member at Large on the Senior Center Board.

**XI. Adjournment.** A motion to adjourn by Tod, seconded by Gerrie, carried, and the meeting adjourned at 2:30 pm.

**Respectfully Submitted,**

**Anne Gant, Secretary**

# ENCORE

## FINANCIAL STATEMENT July 1, 2015 through November 16, 2015

<b>Funds Available July 1, 2015</b>	<b>\$ 22,040.28</b>
<b>Membership Income (7/1-11/16)</b>	<b>+ 5,200.00</b>
<b>Expenditures (7/1-11/16)</b>	<b><u>- 3,780.09</u></b>
<b>Funds Available November 16, 2015</b>	<b><u>\$ 23,460.19</u></b>

Membership income does not include 13 membership waivers.

<b><u>Expenditures</u></b>	<b><u>Budget</u></b>	<b><u>Expended</u></b>	<b><u>Available</u></b>
<b>BOARD</b>			
Yearly payment to CCC	\$ 2,000	\$ 2,000.00	\$ 0
Yearly payment to ASC	300		300.00
Website	500	306.86	193.14
ASC equipment/furniture	6,000		6,000.00
Other	0	520.00	- 520.00
<b>CURRICULUM COMMITTEE</b>			
Venues	400		400.00
Publicity	500		500.00
Honoraria	800		800.00
Operating Supplies	300		300.00
Travel	500		500.00
<b>MEMBERSHIP COMMITTEE</b>			
Venues	500	35.00	465.00
Publicity	900	146.25	753.75
Honoraria	600	103.00	497.00
Operating Supplies	300	152.95	147.05
Food	1,500	88.19	1,411.81
<b>TRIP COMMITTEE</b>			
Publicity	500		500.00
Travel	2,000	427.84	1,572.16
Miscellaneous	<u>500</u>	<u>          </u>	<u>500.00</u>
<b>TOTALS</b>	<b>\$ 18,100</b>	<b>\$ 3,780.09</b>	<b>\$ 14,319.91</b>

Additional \$ 420 for travel in Trip Committee encumbered for fall trip.

Holiday party on 12/11 will cost about \$800 for food and \$150 for venue.

\$ 49 to go on web hosting.