

ENCORE BOARD OF DIRECTORS MEETING
Minutes of 10/26/15
Senior Center

1. **Call to Order.** The meeting was called to order by Frank Spence, President, at 1:01 pm.
2. **Roll Call.** Members of the Board were all present: Frank Spence, Gerrie Penny, Tod Lundy, Anne Gant, Ellen Norris, Rollie Lindstrom, Reta Lindstrom, and Art Limbird. Others in attendance were Sue Zerangue, Erhard Gross, and Mary Kemhus, CCC liaison.
3. **Additions/Deletions to the Agenda.** The Agenda was approved with the addition of Gifts that Make a Difference under Old Business by Sue. Art added a member request for a classified section on the website to New Business. A surprise addition by Reta was an announcement that Rollie was having a birthday and had reached the venerable age of 80 years. The Board sang Happy Birthday and shared in the ice cream cake to mark the occasion.
4. **Approval of Minutes of the Last Meeting 9/28/15.** Tod moved to accept the minutes of the last meeting on 9/28/15, seconded by Gerrie. The motion was approved.
5. **Treasurer's Report for October 2015.** Anne moved to accept the Treasurer's Report for October 2015 and to correct agenda item 5 to reflect the October date. Gerrie seconded the motion, which carried.
6. **CCC/ENCORE Liaison.** Mary handed out flyers for the upcoming class added to the fall line-up titled "Build Your Website", which is offered November 3, 10, and 17 at the South County (Seaside) lab from 1:30 to 3:30 pm. She relayed a message from the Fire Marshall in Seaside regarding the proper way of closing the classroom after a class is over at the South County lab or classroom. The door must be closed upon leaving.
7. **Committee Reports**
 - A. **Curriculum Committee.** The new class format for Potpourri offered on Thursday mornings (and potentially for the similar format of Contrasting Cultures on Thursday pm) has resulted in wide fluctuations in attendance, due to a different audience being attracted to each class. The Curriculum Committee has responded by distributing flyers for upcoming sessions, posting new topics on the website, and mailing notices to persons without internet access. Likewise, the new class added to the fall schedule, Build Your Website, is being promoted through use of the flyer that Mary developed as well as website posting and mailings.

The committee is continuing to plan for the winter and spring sessions. Back-to-back classes in philosophy are scheduled for winter (Seth) and spring (Kjirsten). A cooking class will be added by Merianne Meyers for presentation at the new kitchen at Food Web. Erhard will soon begin promotion of "Justice and Violence: Broken Treaties and Promises" and its field trip to the Nez Perce and Umatilla Indian reservations. Dates are April 21, 18, May 5, 12, and 19 for the class and May 23-25 for the trip.

- 1) **Discussion on proposed memo for respectfulness.** Recent classes have sparked controversy that the Curriculum Committee addressed by assigning Erhard the task of drafting a proposed memo to outline the need for respectful behavior in all ENCORE classes. Rollie suggested that this item be tabled until Reta has a chance to present it to the Curriculum Committee. Erhard intends to have the statement read before each of his classes. Art suggested that the Coordinator Packet include the statement, and that it be read aloud by the Coordinator. Erhard also intends that it be posted on the website and placed in the newsletter. No action was taken by the Board.
- B. Membership Committee.** Rollie reported that as of today, there are 112 members on the ENCORE rolls. Among these are 18 new members. The committee is working to plan the Holiday event, which will be catered by Serendipity Café in Warrenton. The menu includes salmon and glazed turkey with all the trimmings. The party will be held in the McTavish Room at the Liberty Theater on Friday, December 11, from 12:30 pm to 4 pm. Members of ENCORE will pay \$13 of the cost of the meal, with ENCORE contributing \$6 per member. Non-members and guests are welcome, and will pay \$19 per person.
- C. Trip Committee.** Lunch bunch meets next in Seaside at the Family Restaurant on Tuesday, November 3, from 12:00 pm to 1:15 pm. Art detailed a very successful trip to Neah Bay on October 12 – 14, with 4 vans rented by ENCORE for the trip. There were 26 people who made the trip. Two lessons learned were that, one, the demographics of our group limit the total number of people who can ride comfortably in the vans to 6 persons. Two, when visiting Indian Reservations, it is wise to be patient regarding pre-arranged times for the visit and persons doing presentations. This would mean that the trip to the Nez Perce this spring would be limited to 24 people, unless an additional van were rented to bring the total to 30.

The committee is working on adding a trip to the Portland Art Museum next month for their new exhibit on four Native American artists. The fee for entry is \$17, and the local bus can be accessed at the Transit Center, leaving at 8:30 am and returning at 8:30 pm at the expense of each attendee.

Another trip is being planned to the Ashland Shakespeare Festival on December 7, 2015. Bob Westerberg is in charge of making arrangements for the trip.

- 1) **Authorization to spend funds for advanced reservations for the spring 2016 field trip.** Gerrie moved that Erhard be authorized to expend funds for hotel reservations for the field trip to the Nez Perce and Umatilla Indian reservations on May 23-25. Tod seconded the motion, which carried.
- 2) **Authorization to pay travel and lodging expenses for CCC Liaison Mary Kemhus to attend the spring 2016 field trip.** Art moved to expend the funds on Mary's behalf, seconded by Rollie. Several members expressed their appreciation for Mary's participation in ENCORE's leadership, and satisfaction that she is being recognized through this action. The motion was approved.

8. Old Business

A. Gifts that Make a Difference. Sue initiated a discussion of whether ENCORE should have a presence at the event, which is primarily for non-profit organizations to accept gifts of appreciation from the community that will help them continue their work. ENCORE's participation would be primarily informational, as a member of the non-profit community. The event will be held in the McTavish room on December 12, 2015, in the afternoon. Reta moved that ENCORE rent a medium table for \$20 and staff it with 3 or 4 people. The motion was approved.

9. New Business.

A. Discussion on need for a P. O. Box. The lease on the ENCORE P. O. Box expires on October 31. Yearly fee is \$130, or \$65 for 6 months. The Membership Committee decided that a box provides a safe place for members to send fees for events or parties, such as the Holiday Party, rather than sending them to a particular member's address. Ellen was authorized to renew the lease for 6 months.

B. Adding a classified section or opinion tab to the ENCORE website. Art reported that a member has requested the addition of classified and opinion sections to the website, to post items on offer or requested and provide opinions. Tod reported that classified and opinion sections have been used by many groups with success. Both would be open to members only, and would require use of a unique username and password by each member. Both sections would be moderated and limited to ENCORE-related postings. Ellen will report on feasibility at the next Board meeting.

10. Public Comments.

There were no public comments. Comments by Frank regarding completion of the Senior Center were that even if the renovations were completed by the end of the year, there would still be a need for inspections and permits that would delay the opening. The meeting room at the current Senior Center at the Yacht Club will not be available in January, so the Board Meeting for January 2016 will be scheduled elsewhere, possibly at the ESD.

11. Adjournment.

Frank adjourned the meeting at 2:25 pm.

Respectfully submitted,

Anne Gant, Secretary

ENCORE

FINANCIAL STATEMENT July 1, 2015 through October 16, 2015

Funds Available July 1, 2015	\$ 22,040.28
Membership Income (7/1-10/16)	+ 5,150.00
Expenditures (7/1-10/16)	<u>- 3,479.30</u>
Funds Available October 16, 2015	<u>\$ 23,710.98</u>

Membership income does not include waivers for 2014-15 instructors.

<u>Expenditures</u>	<u>Budget</u>	<u>Expended</u>	<u>Available</u>
BOARD			
Yearly payment to CCC	\$ 2,000	\$ 2,000.00	\$ 0
Yearly payment to ASC	300	300.00	0
Website	500	306.86	193.14
ASC equipment/furniture	6,000		6,000.00
Other	0	500.00	- 500.00
CURRICULUM COMMITTEE			
Venues	400		400.00
Publicity	500		500.00
Honoraria	800		800.00
Operating Supplies	300		300.00
Travel	500		500.00
MEMBERSHIP COMMITTEE			
Venues	500	35.00	465.00
Publicity	900	146.25	753.75
Honoraria	600	103.00	497.00
Operating Supplies	300		300.00
Food	1,500	88.19	1,411.81
TRIP COMMITTEE			
Publicity	500		500.00
Travel	2,000		2,000.00
Miscellaneous	<u>500</u>	<u> </u>	<u>500.00</u>
TOTALS	\$ 18,100	\$ 3,479.30	\$ 14,620.70