

ENCORE BOARD OF DIRECTORS MEETING

Monday, January 23, 2017

Astoria Senior Center
1111 Exchange Street / Astoria, OR 97103

1. **Call to Order.** Frank Spence, President, convened the meeting at 1:07 pm.
2. **Roll Call.** Board members present were: Frank Spence/President, Gerry Penny/Vice President, Ellen Norris/Treasurer, Lorri Bradley/Secretary, Reta Lindstrom/Chr. Curriculum Comm., Rollie Lindstrom/Chr. Membership Comm., and Art Limbird, Chr. Trip Comm. Absent: Tod Lundy/Immediate Past President. Guests present were Mary Kemhus.
3. **Additions/Deletions to Agenda.** No changes were requested.
4. **Approval of Minutes of Last Meeting.** The Minutes of the last month's meeting were presented for approval. Motion to accept was made by Gerry Penny and seconded by Art Limbird; motion was passed.
5. **Treasurer's Report.** Ellen distributed the Financial Statement for November for approval. The items not on the report were the costs of the buses for two sessions of the **Seafood Industry** class; there is still some discussion in place as to the possibility of the costs being split between the Curriculum and Trip Committees. (The Trip Committee Chairman interjected here that his committee was willing to pick up the full cost, but was still waiting to hear from the Curriculum Committee's decision.) The Treasurer also asked that the **budgets from the various Committees** be submitted at the next Board Meeting. Motion was made by Gerrie Penny and seconded by Rollie Lindstrom to approve the report. The motion carried.
6. **CCC/ENCORE Liaison.** Mary submitted an older flyer that had previously used information **regarding Encore**. While indicating there were no problems with it, she asked if we wanted to make any changes to the piece. It has been the same for three years, and she just wanted to make sure whether we felt it should be edited in any way.
7. **Committee Reports.**
 - A. **Curriculum Committee.** Reta reported the Winter Term has begun, and that the **Spring Term** classes were progressing well. So far the classes lined up are: Science, Where in the World Have You Been, New Testament, Discussion on Retirement Issues (this brings a new instructor, Gregg Benham), and Philosophy. Frank introduced here the idea of an Emergency

Preparedness class, and the suggestion was accepted. Reta also passed along some information, via Erhard, that a 90 minute program is being planned for late Spring/early Summer. It will be put on by **Dr. Scott Borg**, who is currently stationed at the South Pole.

B. Membership Committee. Since there was no meeting in December, Rollie reported that the Christmas Bash was a great success! 57 of the 60 people signed up to come were there. Those are considered very good numbers. He also said the **membership** is now 120, with 21 being new members. Rollie went on to say the **Lunch Bunch** will be at the Astoria Fultano's on February 3rd. As an aside, he mentioned that **Reta (Leithner) Sabey**, who just recently resigned her position of heading up the monthly lunches, is quite ill; he suggested something should be done to recognize her contribution to this effort and Encore. There was a short discussion about the sending of a **card and flowers**. A motion was made by Rollie and seconded by Frank that these items be purchased. Motion was passed. Lorri will follow up on this.

C. Trip Committee. Art brought up the somewhat disturbing **cost of providing transportation** for some of the classes requiring this service. He indicated that some of the classes that are suggested have to be set aside because of this cost hardship. Since Encore has no way of providing transportation on its own, we have a definite need of finding a way to accommodate this necessity without causing large, additional expenditures for those attending the class. He mentioned several options that are available, but they are not "cost sensitive;" therefore, the class choices needing traveling availability sometimes have to be limited because of the additional expense. He shared this in order to make us more informed as to the complications this causes and to give us the knowledge so we can be aware if we hear of possibilities that might assist us. On a side note: Art said a few new members in his class indicated they had not received a name tag in their new member's packet. Mary said she would look into it and make sure they got them.

8. **Old Business.** By Laws:

**PROPOSED CHANGES TO THE ENCORE BY-LAWS
ARTICLE III SECTION D.**

The following is the Final Version approved by the Board of Directors on January 23, 2017:

D. Gift Memberships

- 1. The ENCORE Board and Committee Chairs may award a Gift Membership to individuals who have demonstrated exceptional dedication and commitment to ENCORE by teaching or otherwise contribute to further the mission of the organization.**
- 2. The Gift Membership is good only for the membership year following the award and is not transferable.**

- 3. Recommendations of eligible individuals, along with an account of the ENCORE related activities, should be submitted by the chairpersons of the individual committees to the Board no later than one month before the Annual General Membership meeting. The Board will make the final selections.**

All other proposed changes to the By-Laws were unanimously approved. All changes must be presented to the full membership at the next annual meeting.

**Frank Spence
January 23, 2017**

NOTE: Please be aware that, in paragraph 1, the word “contribute” will be changed to “contributing,” and, in paragraph 3, the word “that” will be changed to “than.”

9. New Business. Frank presented this year’s **Memorandum of Agreement** between The Senior Center and Encore. Questions were raised and differences were pointed out regarding wording that changed \$75 to \$125, quarter vs. year, and \$300 to \$500. After a time of discussion, a motion was made by Gerry Penny, seconded by Rollie Lindstrom, to amend the proposed agreement by changing the dollar amount of our donation from \$125.00 per quarter to \$500.00 per year. Motion was passed; it was also agreed to delete the section related to having a “folk dancing class.”

An additional item of new business was raised by Ellen. She indicated that, because of the way the monies have to be handled, **Encore’s Petty Cash amount** of \$1,500 is not always sufficient to cover the expenses that come up, especially toward year-end. She would like Encore to request from Clatsop Community College that our Petty Cash amount be increased to \$2,500. A motion was made by Ellen Norris and seconded by Gerry Penny that this request be made. Motion was passed.

It was also mentioned that the **Membership Committee** needs to determine the date of the Annual Meeting, that the deadline for new classes in Spring Term is February 6th, and articles for the Newsletter need to be to Aletha by February 13th.

10. Public Comments. None offered.

11. Adjournment. Our **next scheduled meeting date will be February 27, 2017.** The meeting was adjourned at 2:35pm.

Respectfully submitted,

Lorri Bradley, Secretary