

## September 19 2016, ENCORE Membership Committee Minutes

Members Present: Rollie Lindstrom Chairman, Marlene Colendich, Elfi Gross, Art Limbird, Kay Limbird, Ellen Norris, Hazel Sealy.

Member Absent: Charlotte Thiringer, Aletha Westerberg.

Rollie called the meeting to order at 1:08 pm. The August minutes were read and approved.

Membership as of today is approximately 80 renewals and 10 new people; some forms have not been processed so the count is not exact. ***[Requested during the meeting: at this point in 2015 there were 86 memberships and 5 were new.]*** Rollie met with Evy a week or two ago to talk about the instructors who had not at that time completed their renewal forms. Rollie is completing the ones that have not done it. We want a cut off for the membership directory of about the middle of October.

Summer picnic: weather was perfect. Picnic was good! The board will consider a policy of what to do in an emergency as a result of the emergency at that function.

Holiday bash: Friday December 16, 12 pm – 4 pm, is now firm. Rollie will talk to Karen next week about the food and decorations, expanding on what they told Charlotte. Parmesan Chicken and Roast Beef are the proposed menu. Rollie will ask about desert and tips, and if each person needs to choose between the entrees. Ellen requested a vegetarian option. The RSVP form sent out should ask about allergies, as it did last year. Ellen will bring a sample RSVP form to the next committee meeting for editing. \$15 per person, no venue charge, \$7 per table for cloths. Rollie will ask what we could add for up to \$20. Suggestion is that we charge members \$15 and non-members/guests \$20, and Encore pays \$5 per member. ***[Asked during the meeting: last year there were 68 members, 5 non-members/guests. Not asked: last year the meal was \$19/person, members paid \$13, ENCORE paid \$6, guests paid \$19.]***

Should we have a Santa Claus? Kay suggested Santa be in a little photo booth or fancy chair and let people have pictures on Santa's knee, for a donation going to a local children's charity.

Music in the background, like a string quartet during the social part at the beginning? Consensus was yes. Rollie will check with the orchestra folks. Suggested that we invite the musicians to join us for dinner at ENCORE's expense.

Door prizes: Ellen still has plenty of bright red door-prize tickets. Rollie suggested nut-cracker statues from the dollar store, Elfi mentioned scratch-off tickets. Do a drawing every 15 minutes or so, about 6 times during the dinner. Bring suggestions of some other possible gifts to the October meeting.

We will talk more about the party at the October meeting.

Health Insurance program starts next week Wednesday on the 28<sup>th</sup>. It is our responsibility to provide refreshments for each session: cookies, decaf, fruit juice. Elfi will get a Costco cookie tray and a couple bottles of apple juice and cranberry juice. Larry said we could use the center's

coffeemaker. Need a table with sign-in members and non-members, and information on membership; Ellen will take care of the sign-in table for about the first ½ hour for each session.

There is some concern that we have quite a few new members but they are not stepping up to volunteer to do stuff or teach classes. At the holiday party perhaps we introduce new people and talk about the committees that need new blood, and that we need teachers for new classes. Hazel suggested a column in the newsletter to list new members. Elfi suggested someone call new members and welcome them and invite them to the lunch bunch and the classes. We will talk about it further in the next meeting.

There is a concern about instructors not recognizing the importance of sending in their membership forms. Rollie ends up doing the forms for them. Guess is that 90% don't fill it out. This should be brought up at the board meeting and at the curriculum meeting. Perhaps the membership form should have a check box for 'instructor'. Kay suggested a different color for the instructor's mailing and in bold that they need to fill it out. Maybe include it in the packet they get at the member meeting when they get their certificate. It could have the information pre-filled out and ask them to just change what needs to be changed.

Hazel recommended that future membership forms have a deadline at the bottom for inclusion in the membership directory.

The target to mail the new membership directory is the end of October. Rollie will review it to make certain that people who do not want info printed are in correctly. Ellen will try to have it ready for review at the October meeting.

Next meeting October 16, Senior Center, 1 pm. Art and Kay will not be back from Canada so they will miss that meeting.

The meeting adjourned at 2:08 pm.

Respectfully submitted, Ellen Norris, Secretary.