

OLLI^{at}SOU

Council

Class of 2024

Tracy Palermini
Colleen Patrick-Riley
Susan Stitham

Class of 2025

Joyce Avery
Paul Christy
Laura Simonds

Class of 2026

Bonnie Cassel
Mary Devlin
Ann Magill

MINUTES

September 19, 2023

3:30-5:30pm

Campbell Center, Room C, and via Zoom

Council members present: Tracy Palermini, Colleen Patrick-Riley, Joyce Avery, Paul Christy, Laura Simonds, Bonnie Cassel, Mary Devlin. On Zoom: Susan Stitham, Heather Inghram. Excused: Ann Magill. Others present: Chairs Dwight Wilson, Anne Coleman, Ginny Blankinship, Peg Evans. Susan Edgerley. On Zoom: Marc Friedman, Janet Fratella.

1. **Call to Order:** President Tracy Palermini called the meeting to order at 3:31 pm.
2. **Approval of the Agenda with Flexibility:** Approved without objection, with the addition of the President's Report placed under Reports between A and B.
3. **Approval of Council Minutes from July 18, 2023.** (Patrick-Riley:Simonds) **Move to approve the minutes as presented. Motion carried.**
4. **Treasurer's Report:** Paul Christy presented the standard report, (attached) noting one innovation: all expenditures are now depicted as negatives. Current membership is 1219 with 8 new members since the report. He pointed out that our rent is 3% higher than last year.
5. **Parliamentary Procedures Reminder:** Laura Simonds provided a quick overview and reminder of the meeting rules which will apply when motions are brought forward.
6. **Reports**

President Palermini reminded leadership that written reports are emailed with the Council Agenda and should be reviewed prior to the meeting. At this point in the agenda, Council will entertain questions about submitted reports and accept verbal updates of any new information since submission of the written report.

- A. Membership Statistics: The president displayed current statistics, which indicate that as of the previous Thursday our membership was at 1298; last year as of that date the number was 1288. This means that we are well below our budgeted projected increase of 6%, which is potentially concerning as the bulk of our membership joins at this time of year. The good news is that our current new member retention from last year has increased to 158. 1022 members have renewed within the past two months which is also higher than last year.
- B. President's Report: The president reported that the draft standing committee charges will not be considered at this Council meeting due to a very full agenda but will be returned to the chairs after a review by the Executive Committee. The charges will be addressed in the October Council meeting.
- C. OLLI Administrative Director's Report: Heather Inghram reported that she has been working with Anne Bellegia and Dr. Toyroka on an "Age Friendly" designation for SOU, which has been granted for the next five years. SOU now joins Portland State and Western Oregon with this recognition for welcoming and actively promoting programs for lifelong learning and "seasoned" students.

Questions

Paul Christy: How big has the service animal issue been? Any other first of term issues? Response: There have been some complaints about dogs in the classroom, and some questions about bullying from members trying to get into classes with large waitlists, and a complaint about fragrant scents.

Dwight Wilson: Are paper forms for one credit no longer available?

Response: OLLI's signups are a great help to SOU; please encourage folks to sign up.

D. Standing Committee Reports

- a. Communications and Community Outreach: Peg Evans announced that the Open House for 2024 is scheduled for August 6.

Motion: (Stitham: Patrick-Riley) I move that OLLI at SOU Council officially commend the OLLI Open House committee and its leadership team - Peg Evans, Anne Bellegia, and Margaret Pashko – for their hundreds of volunteer hours involved in planning and implementing the outstanding 2023 event. In addition, the Council expresses the OLLI membership's appreciation for the countless volunteer hours and for the skills and knowledge the team has brought to the production of annual Open Houses over the past ten years, which have created innumerable valuable

connections between OLLI and our community. The Council is committed to supporting the Communications and Community Outreach Committee in the development of new leadership for the Open House going forward.

Motion carried.

- b. Other Standing Committee Reports: no additions.
- c. Ad Hoc Committee on OLLI Policies and Procedures Review – Draft presented later in the meeting.
- d. OLLI ABROAD: written report.

7. Project Updates

- A. Rogue Valley Manor Pilot Project – Peg Evans reported attending the Manor’s Open House event with Inquiring Minds, their education program, an energized small group. Her pilot course on Handel for this fall term is moving forward.
- B. New Member Social – Laura Simmonds reported that the event will be held Tuesday, October 3, 4:00-6:00pm and all leadership are encouraged to attend. 285 invitations were sent out to new members and to those new members from last year who have renewed. Currently, 52 yes and 26 no. Committee which includes the Events Team hopes for 20% attendance and a reminder will be sent tomorrow. The program will be very short as the emphasis is on social interactions.
- C. Chat With Your OLLI Council – President Palermini announced this new event to be held via Zoom on Monday, October 9, 4:00-5:00pm. The Executive Committee hopes that this will be a new forum to create personal relationships with members interested in OLLI inner workings who might be eventually interested in volunteering. The first program will feature the Executive Committee, and other Council members will participate in any later episodes. Laura reported that folks at the New Member Social were encouraged to attend as a follow up.

8. New Business

- A. 2023-24 Fundraising Plan – (Attached)

MOTION: (Devlin:Avery) I move to accept the 2023-24 Fundraising Plan as presented and request that the Finance Committee increase the Committee’s budget for this year from \$10,000 to \$13,000 in the next budget revision.

Chair Dwight Wilson introduced Marc Friedman of the SOU Foundation and thanked him for his involvement in the development of the plan which the Development Committee believes has the potential to increase giving to OLLI which is currently at 15% of members: the goal is to increase that participation to 30% in OLLI's 30th year, although we know it will take longer than a year to achieve that level.

Marc Friedman pointed out that it is much easier to retain donors than to recruit them; the effort is to build a culture of philanthropy among OLLI members. In addition to the traditional spring appeal, there will be a fall appeal. Additionally, buttons on the Newsflash will eventually allow direct contributions. Marc reminded Council that experience shows that it takes eight to ten "impressions" to create a donor.

Discussion: Joyce Avery stated that the budget increase included in the motion is the cost of the second mailing.

Paul Christy pronounced the plan to be well-constructed, reminding Council that we were "just getting our feet around this" last year. In his experience, donors need to be thanked seven times before they know they're thanked. The thanking part of our program has been inadequate but is improving.

Heather Inghram echoed praise for the plan and thanks for Marc Friedman's work.

The motion to approve the Development Plan carried.

Note: Janet Fratella, SOU Vice-president, joined the meeting via Zoom.

President Palermini reiterated the praise for the Development Plan and Marc Friedman's work and the SOU Foundations support for OLLI. Admiring glances were exchanged all around, as Vice-president Fratella shared her view that OLLI at SOU stands out nationally because of our strong and dedicated volunteer corps, a sentiment validated by national OLLI director Steve Thaxton.

B. Commendation to the SOU Division of Institutional Advancement and the SOU Foundation

MOTION: (Christy: Stitham) I move that the OLLI at SOU Council officially commend and thank the SOU Division of Institutional Advancement and the SOU Foundation, and in particular SOU Vice-President Janet Fratella, for their continued and recently expanded support for OLLI at SOU, which has created

a much strengthened partnership for the benefit of both the university and OLLI.

Motion carried.

C. Appoint Ad Hoc Committee to Reimagine the Mission and Programming of the Member Services Committee and Approve the Committee Charge – (Attached)

MOTION: (Stitham: Patrick-Riley) I move to accept the Ad Hoc Committee appointment and charge as presented.

Members: Susan Edgerly, Ad Hoc Committee chair; Mary Beth Limbert and Robbi McMinimy from MSC; Phyllis Fernlund, past Council president; Susan Stitham, MSC Council liaison; Heather Inghram, Administrative Director.

Susan Stitham gave some context for the purpose of the ad hoc committee, as stated in the charge: *The role of the Ad Hoc Committee is to draft a new charge, which includes the mission, responsibilities, structure, and meeting schedule, for the Member Services Committee that reflects current and possible future operating responsibilities and programs to serve OLLI at SOU members.*

In the past few years, there has been some lack of clarity surrounding the parameters and processes for MSC programs which are crucial for the “connections” so important to our members. The current charge is significantly out of date and doesn’t reflect new programs or any metrics.

President Palermini further explained that given the absence of a chair for MSC, this is the optimum time to re-think this critical part of our OLLI. The goal is to present a proposed charge for MSC to Council at the January meeting.

Motion carried.

D. OLLI Policies and Procedures Handbook Update – First Reading –

Questions & Discussion – Ad Hoc Committee Report, Table of Contents, & Bundle One docs (Attached)

a. Table of Contents

b. Revised Policies and Procedures Bundle One

Ad Hoc Committee chair Susan Stitham presented the draft for Council discussion. Several small editorial changes and clarifications were recommended, and she asked that any further suggestions to be sent to her for the committee’s consideration before final action at the October Council meeting.

9. Additional Remarks

Colleen Patrick-Riley: 23 OLLI members are performing in OLLI ABROAD show, including Colleen herself. Director Cheryl Goodman-Morris is super positive as rehearsals are beginning. The show will run from November 1 through the 5th. It's an original show written by OLLI member Jack Seybold and using music in the public arena, so no cost to OLLI.

Laura Simonds reminded Council that the \$50 tickets provide wine, finger food, and the performance. SOU Foundation is providing assistance to create the webpage and ticketing platform. There are 70 seats per performance plus two raffles at each one. Tickets will be available on October 16th.

Laura also reminded Council that she and Heather will be attending the OLLI national conference in San Diego during the October Council meeting but would definitely be thinking about us. They will be attending a number of sessions, including those on topics relevant to OLLI at SOU..

12.Adjournment. President Palermini adjourned the meeting at 5:18 pm.

Attachments

- Treasurer's Report
- Development Committee – Fundraising Plan
- Committee Charge for Ad Hoc Committee to Reimagine the Mission and Programming of the Member Services Committee
- Ad Hoc Committee on OLLI Policies & Procedures & #6Da2 - DRAFT Table of Contents & #6Da3 - DRAFT Revised Policies and Procedures Bundle One