



Class of 2021
Lyn Gutierrez
Irv Lubliner
Bill Mansfield

Class of 2022
Betsy Gentry
Larry Hunter
Elisabeth Zinser

Class of 2023
Clark Custodio
Phyllis Fernlund
John Ferris

Agenda

OLLI at SOU Council of Directors Meeting
May 25, 2021, 3:30 PM
Via ZOOM

Discussion of Action Items and proposed Motions: Prior and following the Council discussion of each motion, the Chair will ask for OLLI member comments, limited to 3 minutes for each speaker.

- 1. Call to order: President Larry Hunter**
- 2. Adoption of the Agenda**
- 3. Approval of Minutes: April 27, 2021 meeting**
- 4. Treasurer's Report: Irv Lubliner**
- 5. Motions followed by discussion:**

Motion 1. Irv Lubliner: On behalf of the Finance Committee, I move that the basic OLLI at SOU membership fee be increased from \$125 to \$150.

Rationale: The Policies and Procedures document includes the following statements regarding financial management:

- "OLLI at SOU will maintain a minimum beginning cash balance equal to 35% of the planned operating expenses."
- "The budget approved by Council for the coming year shall provide for income to be equal to or greater than planned expenditures, including any contribution needed to the restore the cash balance to the minimum 35% target. Council shall consider a

membership fee increase per By-Laws Article III, Section 2 if necessary to maintain the desired level of course offerings and office operations in accordance with the above guidelines.

The Campbell Center closure in 2019-20 and the cancellation of all in-person instruction during the last four terms has led to a significant decrease in the number of members and a corresponding loss in membership income:

2018-19: 2130 members (member fee income for the year: \$245,200)

2019-20: 2049 members (member fee income for the year: \$241,525)

2020-21: 1360 members (member fee income through April: \$155,420)

The Finance Committee thoroughly analyzed the organization's current fiscal situation and projections for years ahead, determined that a fee increase to \$150 is required to enable us to meet the 35% cash balance target, weighed the pros and cons of postponing the fee increase for a year, and unanimously decided it is in the organization's best short- and long-term interests to implement a fee increase in 2021-22.

It is worth noting that the 2020-21 operating expenses were significantly lower than in a "pre-Covid" normal year. The declines were most significant in three areas: (1) lower salary/wages (20% furlough for two full-time employees and student wages); (2) elimination of activities with on-site classes; and (3) reduced SOU fees associated with the drop in membership, copying, duplicating, postage, and supplies. Expenses with little or no change included Campbell Center rent, office equipment/network leases, software licenses, and some outreach expenses. With the expansion of our program to include both online and in-person instruction, and the elimination of employee furloughs, we expect expenses to rise, and the proposed fee increase will enable us to meet the anticipated expense needs (while maintaining the 35% cash balance called for in our Procedures and Policies document).

Motion 2. Irv Lubliner:

(Note: This motion will be rescinded if the Council votes not to implement the fee increase proposed by the Finance Committee.)

On behalf of the Finance Committee, I move that the passage of our Policies and Procedures document related to the reduced membership fee for instructors (Section III, Item F) be amended as indicated below:

There will be four different membership levels for instructors of record. The levels determine the member's dues and are based on the number of courses taught in the preceding academic year.

- o Level 4 providing a complimentary membership to instructors teaching four or more courses the preceding academic year. [no change to this membership level]

- o Level 3 providing membership dues of \$25 for instructors teaching three courses the preceding academic year. [increase level 3 dues to \$50]

o Level 2 providing membership dues of \$50 for instructors teaching two courses. [increase level 2 dues to \$75]

o Level 1 providing membership dues of \$75 for instructors teaching one course the preceding academic year. [increase level 1 dues to \$100]

Rationale: As stated in our Policies and Procedures document, “Except for reduced instructor membership, no payment or honorarium will be provided to instructors, guest lecturers, or speakers related to OLLI courses, lectures, forums, etc.” The proposed increase will provide the same discount to instructors as has been given for the last several years. We rely on volunteer instructors to offer a robust educational program, and discounted member fees provide an incentive and much-deserved reward for the contributions of our instructors.

Motion 3. John Ferris: I move that a new .5 FTE position – Member Services Specialist – be created and funded in the 2021 – 2022 Budget.

Rationale: As we move into the fall term, the need for a dedicated member services staff person is critical to the success of our planned return to in person courses, while maintaining our robust online curriculum. The proposed 2021 – 2022 budget includes funding for this position and eliminates the previous student worker position. The budget increases the hours of an existing staff position to .5 FTE and provides for benefits as required by SOU employment policy. The proposed budget notes that savings of \$3500 will result from the current furlough of our two full time staff continuing through the first two month of the fiscal year, savings of \$15,000 from the elimination of the student worker position, and additional cost of \$23,352 for the new position. Net impact to the budget is +\$4852.

Motion 4: Amendment to OLLI Council Policy on Courses in Psychology:

Lyn: On behalf of the Curriculum Committee I move that Council add "and Personal Exploration" to section III Instruction, item B Courses in Psychology to read as follows:

B. COURSES IN PSYCHOLOGY

Psychology and Personal Exploration courses should be offered on an academic basis rather than therapeutic. A caveat will be placed in the course description to read: “*Certain OLLI classes, particularly psychology classes, may explore personal experiences of an emotional nature. Those who would like to further discuss special concerns are encouraged to do so with a licensed professional in the field.*” [Adopted 12/17/96]

Rationale: This more accurately reflect the issues that occasionally arise in these types of course.

6. President’s Remarks: Larry Hunter

Appointment of OLLI Affiliate representative to the SOU Foundation Board.

7. Discussion Topics:

Irv Lubliner on behalf of the Finance Committee: Proposed 2021 – 2022 Budget

John Ferris: OLLI Strategic Plan update

8. Standing Committee Reports

- Communications & Community Outreach – Peg Evans
- Curriculum – Ginny Blankinship & Susan Stitham
- Development – Wayne Davison
The Annual Fund balance is \$26,070 with 191 donations from 209 donors.
- Landscape – Sandy Hansen
- Leadership Development & Recruitment – Lorraine Vail
- Member Services – Andrea Gay
- OLLI at Medford (MOLLI)—Sue Sorem
- Venue and Technology Planning – Cliff Edwards

Additional Remarks:

- Rob Casserly, Assistant Director
- Rachel Jones, Director, Outreach and Engagement
- Council Members
- Committee Chairs

Coming Events:

- **Council Meeting June 8 - 10:30 a.m. followed by 2021-22 Council meeting.**
- **Annual Meeting June 4 - 3:30 p.m.**

Adjournment