



<u>Class of 2020</u>	<u>Class of 2021</u>	<u>Class of 2022</u>
Pat Alexander Margaret Pashko Sue Sorem	Lyn Gutierrez Irv Lubliner Bill Mansfield	Betsy Gentry Larry Hunter Elisabeth Zinser

Minutes

OLLI at SOU Council Meeting

October 22, 3:45 PM

SOU Stevenson Union, Room 319

Present: Council Members - Pat Alexander, Betsy Gentry, Lyn Gutierrez, Larry Hunter, Irv Lubliner, Bill Mansfield, Sue Sorem; absent, Margaret Pashko, Elisabeth Zinser. Committee Chairs and Director/Assistant Director - Sara Brown, Rob Casserly, Peggy Evans, Andrea Gay, Rachel Jones, George Rice, Sandra Theis, Lorraine Vail.

1. Call to order – President - Pat Alexander: 3:50 pm

Rob introduced Jared Foy, an OLLI Scholarship award winner. Jared is majoring in English with a Spanish minor and came to SOU after getting his Associate degree at RCC. He thanked OLLI members, “lovely benefactors”, for the scholarship.

2. Adoption of the Agenda—Pat Alexander: **m/s/p** with one change to Item 7: Change discussion item to “For several years, class announcements have been read by the class host. This reading is in addition to the printed copy next to each class sign in sheet as well as the announcements in the Newsflash. Some members and some instructors have objected to this reading, saying that it is done at the expense of class time, etc.”
3. Approval of Minutes – September 24, 2019 Meeting, Betsy Gentry, Secretary: **m/s/p**
4. Treasurer Report – Irv Lubliner

This report will be validated when line 41 is corrected to reflect that the City of Ashland permit fee was paid in July. After adjusting for different treatment of “combo” payments by members (payments that contained both donations and fees), we have a 5.6% increase in member fee income and a 10.4% decrease in donations as compared to last year. We will have more interest income this year because of higher balances in the construction account. Rent for the Campbell Center will be reduced by \$180 per month going forward.

5. Motions

6. President's Report – Quarterly informal leadership meetings will continue this year, with the first one to be scheduled in November. Council members and committee chairs will be asked to attend.

7. Discussion Topics

On behalf of the CCO committee, Larry Hunter moved (and Betsy Gentry seconded) to suspend the reading of class announcements on a trial basis for the spring term. Peggy Evans, chair of CCO, noted that OLLI's policies and procedures don't require class announcements to be read, but that they be available in the classrooms and on the website. Anecdotally over the years there have been complaints from students and instructors about reading the announcements; virtually all members have email and can access the announcements through the Newsflash. The committee proposes to do away with spoken announcements in the classrooms on a trial basis for spring term; copies would continue to be available in the classrooms and through the Newsflash. The committee would evaluate the trial by including questions in the member survey and looking at statistics on how many people open the Newsflash each week. Discussion ensued. Issues raised included whether hosts would still be needed, especially at the HEC; that spoken announcements seemed effective in encouraging people to sign up for one-credit classes; that short announcements are more effective and not as annoying; that the spoken announcements promote OLLI's goal of encouraging more personal connections; that special announcements could still be made; that this would just be a one-term trial; that complaints about the announcements are the most common comments made at the office. The motion passed by a vote of 4 in favor, 2 opposed, and 1 abstention.

8. Standing Committee Reports

- Communications & Community Outreach – Peggy Evans. Colet Allen is the new lead for the Community Relations (Ambassadors) group. Thank you! The committee was delighted (as were we all) that the Ashland Chamber of Commerce gave OLLI an Outstanding Achievement Award. The committee is actively trying to recruit new members.
- Curriculum – Sara Brown. They are also looking for new members and leaders. One person is "interning" for the course proposal co-chair, and another is looking at the liaison position for history instructors. The committee would like to find people interested in being liaisons for arts, social sciences and recreation classes.
- Funds Policy & Management – George Rice. The movie matinee fundraiser will be at the Varsity Theater on November 22. Time and movie TBA. The theater gives us free admission (and popcorn) for the first 100 people; we pay \$7 for each person after that. George noted that we need to raise \$19,050 to meet our fiscal year goal of \$32,000; he stressed that we need to communicate very clearly how much money we need and what the money will be used for. Fundraising efforts for the annual fund will start in winter/spring term. The Café Noir performance in December will support both the annual fund and the renovation fund, as it did last year.

- Future Space Needs – Lorraine Vail. Reservations are open for the Café Noir performances in December. Sign up and bring your friends!
- Leadership Development & Recruitment – Sandy Theis. Nineteen people came to the informational meeting and 18 have signed up to continue with Team OLLI. Members of the group are being encouraged to attend Council and committee meetings.
- Member Services – Andrea Gay. Robbi McMinimy will not be able to do an Inside OLLI session in November, but is hoping for January. The committee has looked at the member satisfaction surveys and noted that people seem to be interested in small group activities to make connections.

9. MOLLI Task force

Noting the comment in the MOLLI report, Irv said he is happy to be an “internal champion” for the HEC.

10. Additional Remarks:

- Rob Casserly, Assistant Director
Elisabeth, Margaret and Pat will meet with some board members of the YMCA to explore possible collaboration. Rob would like to start planning a “bring your own cup” initiative to build on OLLI’s other “green” efforts. Last year OLLI spent \$900 on 15,000 disposable coffee cups.
- Rachel Jones, Director, Outreach and Engagement
Rachel reported that an overall decrease in state funding coupled with a decrease in fall enrollment means that SOU will need to reduce expenses by about 4%. OLLI is somewhat insulated from this cost cutting (since we cover our own expenses) but we may notice differences in our interactions with departments such as facilities, maintenance and accounting. Oregon has increased funding for Pre-K to 12 education, and perhaps higher education will be next. Rachel attended an SOU conference on education where small groups worked on identifying the “ideal educational ecosystem”; she thinks OLLI is a microcosm of such a system.
- Council Members
Irv reported the program for linking OLLI members with SOU students as mentors has new energy and will hopefully start up in winter term. Sue Sorem will investigate opportunities for OLLI members to serve as community panel members for high school senior projects.
- Committee Chairs

Coming Events:

- **November 11** – Winter Course Catalog posted
- **November 22** – Movie Matinee, Varsity Theater, time and movie TBA
- **November 26** – OLLI Council Meeting, 3:30 pm, Campbell Center
- **November 27-29** – OLLI office closed

Adjournment: 5:30 pm

Committee Reports

Communications and Community Relations Committee—Peggy Evans, Chair

Course Catalogue: We are in production for the winter Catalogue. Many people contributed to the catalogue. We anticipate delivery of the final catalogue to the post office on Nov. 4. Kay Godwin and her helpers will begin distributing the catalogue shortly thereafter. The YMCA contributed a discounted ad for the winter catalogue; this should help us with future collaborations with them.

Open House 2020: The Open House is scheduled for Friday, July 24. We will have a planning meeting in January for this event. We are beginning to focus on a theme for the Open House and to build the team of volunteers necessary to put on such an event.

Community lectures: Camille Korsmo, lead. The September lecture on "Philosophy and the Buddhist Path" was well attended and well received. Our speaker offered to share his PowerPoint with those interested, and several individuals took him up on his offer.

Camille received an email from a disappointed OLLI member who is taking a Friday class at Science Works from 11:30-1:00. She will be unable to attend the next lecture because of the timing. Camille Korsmo has asked Rob Casserly about Campbell Center Friday class times during Winter term. The late morning time slot will be from 11:00-12:30, so this problem will not recur.

Although there are several possibilities for spring lecture topics/speakers, final scheduling has not as yet occurred. We continue to look for a successor to Camille.

Promotion: Anne Bellegia, lead: We produced a new OLLI rack card and provided them to ambassadors attending their meeting. Also drafted revised OLLI business card.

Community Relations: (Ambassadors): New Lead: Colet Allen: We had a meeting with the Ambassadors to discuss their responsibilities and whether the materials they are furnishing to organizations are in the right amount. Also discussed were what other organizations should be contacted.

Public Relations: Anne Bellegia, lead

- Accepted Outstanding Achievement Award on OLLI's behalf at Ashland Chamber of Commerce Award Dinner on Oct. 3
- Exhibited at Humana Active Aging Week Health Fair on Oct. 5 in Central Point; OLLI received \$110 donation from raffle ticket proceeds from event organizers (Twin Creeks, Fountain Plaza, Horton Plaza)
- Secured table for OLLI at AARP Vital Aging Conference to be held on Nov. 16 at Smullin Center in Medford.
- Confirmed OLLI hosting for Ashland Chamber and ribbon cutting on March 27

Constant Contact member communications: Anne Bellegia

- Supported LDRC with Team OLLI 2 publicity by creating invitation and survey-type mechanism for capturing responses; sent event reminder
- Supported Cafe Noir publicity by drafting invitation, event webpage (using flyer art from Richard Brewer) and survey-type mechanism for reservation requests
- Supported lectures series: registration support for Sept. 27 lecture; publicity and registration support for Nov. 1 lecture (using flyer art from Richard Brewer)

Community Outreach:

- Secured agreement from Mindy Ferris to serve as Community Partner Lead to foster more yearlong contacts with legacy partners and to provide for more advance planning for their Open House participation
- Sponsor contact
- Unsuccessful meeting with Weatherly Inn Executive Director (the third ED in less than a year) for sponsorship of spring lecture refreshments; several alternatives exist
- Unsuccessful meeting with marketing director at People's Bank for catalog and open house sponsorship

Advertising:

- Provided Ashland Parks and Recreation and Camelot Theatre with our ads as part of our ad trades
- Agreed to ¼ page ad in the Rogue Valley Manor resident telephone directory to support both instructor recruitment and membership

General comments:

Anne and I continued to meet with prospective committee members. We are having a CCO committee meeting on Oct. 21.

Proposal from CCO:

Spoken classroom announcements continue to be problematic. We see two choices:

1. Continue as we have with spoken weekly announcements. Announcements are supposed to be read at the beginning of each class by the class host or instructor. Over the years there have been complaints from instructors (it takes time away from their presentation) and from students. If folks take several classes, they hear the announcements several times. Anecdotally we know that some classes which meet late in the week do not include announcements.
2. On a trial basis, we propose to do away with spoken classroom announcements beginning spring term (announce this change in March).

Probably there are at least some classes without announcements now since we are mostly not at Campbell Center, and it is up to the instructor or the class host to get the announcements in order to read them. Moving to no spoken announcements spring term would not be as great a change as it would normally be.

Move to making the Newsflash THE means of communications---keep each item short with links to more detailed descriptions and sign-ups. Include the weekly announcements in the Newsflash. According to Rob only about 10 people do not have email. So nearly everyone should receive the Newsflash.

Have paper announcements available at Campbell Center and HEC, for those who want them. Have the announcements on the new monitor in the Member Lounge.

Have event flyers in the classrooms, in the glass case in the Campbell courtyard, and in the member lounge at the HEC. An important announcement, such as about 1-credit forms, town halls, or Council elections, could be posted in these same spots in flyer size with arresting graphics. Perhaps have sandwich boards in Campbell Center courtyard. For truly special, out-of-the-ordinary events, we could have classroom announcements.

Ask folks in annual survey in spring how they felt about no classroom announcements; look at statistics as to how many people open the Newsflash each week. Make decision about whether or not to continue spoken classroom announcements by the information gained from these sources.

We hope that everyone hears the announcements when they are given in class, but is that true? We have no way to track this. We also have no way to track how many people read the Newsflash after they open it.

Curriculum Committee- Sara Brown & Susan Stitham, Co-Chairs

Report to OLLI Council

Curriculum Committee

October 22, 2019

Fall 2019:

1. CC liaisons have completed one on one meetings with the nineteen NTOs (New to OLLI instructors), and are now engaged in attending their classes and offering ongoing instructional support.

2. Although the implementation of the new platform for the submission of course proposals for Fall created some unanticipated consequences for the CP co-ordinator and the liaisons, after meeting with Rob we are hopeful that he's found a solution so that the processing in December for Spring 2020 will be less onerous.

3. Thanks to Cathy Kreisman, CC will be administering an electronic survey to gather feedback from students in the classes taught by Fall NTOs. In order to improve the rate of return, we will be strongly emphasizing the importance of this feedback to our continuing efforts to bring great

OLLI classes to our members. As always, we appreciate whatever support Council members can give to this effort as you attend these classes; please encourage members to complete the very short survey.

Winter 2020:

4. CC is beginning the organization of liaisons' work with the Winter term NTO's which will commence in November.

CC Initiative #1: Instructor Support:

5. The subcommittee on this initiative is bringing recommendations to the November CC meeting on the following:

a. Administering a survey of all instructors from 2019 asking for their suggestions for topics for Instructors Workshops.

b. Scheduling an Instructor Workshop for mid-Winter 2020; (and retiring the title "From the Podium.")

c. Planning a late Winter term session of Ignite the Spark, a 90 minute session for prospective new instructors.

d. Scheduling a session of Fan the Flame in early Spring term, a follow up meeting for new instructors interested in completing a course proposal for Fall 2020.

CC Leadership for 2020-21:

6. One of the members of CC has agreed to "intern" with Sara in December as she processes the course proposals for Spring 2020. Another member has signed on to back the intern up. So we are hopeful. Sara has codified the process step by step in a handbook which will be invaluable as CC moves forward.

Respectfully submitted, Susan Stitham and Sara Brown

Funds Policy & Management – George Rice, Interim Chair

FPMC report for 10 – 22 – 2019

Annual Fund receipts as of 10 – 16 – 2019 \$26,940

Annual Fund Goal \$32,000

Difference \$ 5,060

Future Space Needs – Cliff Edwards & Lorraine Vail, Co-Chairs

Future Space Needs

Construction remains ahead of schedule. The HV/AC duct installers and the electrician are still working and hope to have their final inspections by the 18th. Most exciting is the addition of the roof trusses over the new addition. SOU IT has installed the speaker wires so the sheetrock can get underway next week. The electrician installed a data cable for the bike security camera and will install the security light for the bike parking as soon as the wall framing is ready. Although there have been some unexpected findings, all have been solved by SOU Facilities. The vending machine supplier for the member lounge remains an open issue.

The flooring products for all rooms have been ordered. The décor team has also chosen the interior paint colors and finalized the furniture layout for the new member lounge. Specific product choices will be reviewed this week. Classroom chairs are being considered and samples will be ordered. Exterior color selection for painting both buildings are underway.

Add-on cost adjustments are not yet available but we are still under the \$25,000 set-aside.

Two grant reports were submitted: one for the City of Ashland (final) and one for the Ben B Cheney Foundation (interim).

Café Noir plans continue and a production collaboration meeting is planned for the 24th. RSVP materials are complete thanks to Anne Bellegia. Pauline and Lorraine met with Aviands Catering to discuss menu ideas. The cast is in daily rehearsal and Rachel is helping with lighting options. Though the current budget only includes \$3,000 in net profit, we hope there is strong demand and the event yields significantly more. Please RSVP soon and invite friends. Lots of fun awaits.

Lorraine Vail and Cliff Edwards

Landscape Committee – Sandy Hansen, Chair

There is nothing to report from the OLLI Gardens at the Campbell Center. We have just been maintaining the gardens

Leadership Development & Recruitment – Sandy Theis

The Information Session for Team OLLI 2 will be Thursday, October 17. We expect 23 people to attend the session. A general invitation was sent to the OLLI membership, then others were personally recruited. Team OLLI 2 will come from this group. We are

planning four sessions, one each in the next four months. I will update you on the results of the information session at the Council meeting.

Member Services – Andrea Gay, Chair

Host Coordinator: Linda Price, lead

Linda reports 15 hours were spent managing emails, answering questions and giving out information on class locations and formatting reports for the Host Coordinating team.

Inside OLLI: Robbi McMinimy, lead

No changes reported. Robbi plans on presenting in November pending continued healing.

Member Memorials: Baiba Calhoun, lead

Baiba reports two deaths of OLLI members. Virginia Pryne on 9/10/19 and Elinor Breman on 9/29/19.

Member Recognition: George Nielsen, lead

George reports that there is a good supply of pins that are stored in the office.

Member Satisfaction: Bonnie Johnson, lead

Bonnie states no action for this committee. They will meet in April 2020.

Office Support: Maureen Wilson-Jarrad, lead

Maureen reports 124.5 hours including time spent scheduling.

Office Resources: Ruthie Sloan

Office Trainer: Marta Gomez

Marta and I plan to meet on 10/24/19 to discuss the outline of job duties, reporting relationships and how team is managed.

Share Interest Groups (SIG's): Barb Barasa, lead

Barb had nothing new to report other than she got the updated ad copy to Peggy Evans.

Social Crew: Rob Joseph, lead

Rob reports 3 hours were spent helping to coordinate a Conversation Connection being held in November and checking in with another facilitator of a Con-Con held in October. The Mavens discussions on OSF plays has been a great success.

As new chair I have planned a MSC meeting to be held October 21st in my home to meet Leads discuss current and future plans. For those few who cannot attend I will be meeting with them later. I will submit a summary of this meeting and individual meetings as well.

MOLLI Taskforce – Sue Sorem Chair

Committee Operations

New Instructors/Courses Initiated by MOLLI for Spring Term – Committee is working with 13 potential new instructors for spring term; 3 to 4 are likely.

Transportation/Parking for HEC Fall, Winter, Spring Terms:

Medford parking: With 34 classes at HEC, the most ever, the parking is tight. Some instructors have had to park at Evergreen or Bad Ass Coffee because the lots were full.

RVTD Transportation: Two committee members are working on the planning of an event to promote the new express route between Medford and Ashland. This will include a bus ride on the new route and a presentation by an RVTD representative.

Annual Plan 2025: The committee consensus is that the Initiatives 8.1 and 8.2 of the 2020 Goal #8 have been accomplished, however the intention of the goal has not been fully realized. Therefore, all agreed that MOLLI should continue its work to advance HEC “from a satellite campus of an Ashland-based organization” to a second OLLI campus that attracts steadily increasing numbers of courses and members choosing to attend. All agreed that this is a long term goal.

Some ideas expressed during brainstorming:

- Internal champions for HEC need to be present in the OLLI leadership.
- Analyze current demographics for the greater Medford area to determine rate of population growth, especially the retired. This data is needed to set a goal for new OLLI members likely to attend class in Medford.
- The number of OLLI members living north of Talent during the last few years needs to be analyzed to determine growth trend.
- Propose and gain support for the funding to create a Medford OLLI subsidized parking area, at least for instructors by 2025.
- Look for locations in Medford for classes (other than HEC) with ample and free parking.

OLLI 2025 TASK FORCE-LARRY HUNTER & SALLY PETERSON, CO-CHAIRS

OLLI 2025 Strategic Plan Task Force

October Council Report

Members

Bob Adams, Pat Alexander, Rob Casserly, Wayne Davison, John Ferris, Larry Hunter (co-chair), Ann Lovett, Margaret Pashko, Sally Peterson (co-chair), Sue Sorem, Lorraine Vail, Elisabeth Zinser

Process Thus Far

We have had two productive meetings. We discussed the Mission, Values, and Vision as our ongoing framework. We discussed the Goals and Initiatives that have been carried over from OLLI 2020. We set our meeting schedule for every other week through February.

Timetable

We have developed a timetable for the process of completing the 2025 document.

October

define timeline and process

review and analyze the 2020 Goals, Intentions, and Initiatives and develop suggestions to be brought to committees and other stakeholders

determine what stakeholders will be involved the process and how we will facilitate their involvement

November (completed by Thanksgiving)

meeting with stakeholders who are involved in the process

committee chairs/committees

staff

other stakeholders as determined

December/January (avoid large meetings during the holidays)

collate and distill information already collected

February

write the document

March

complete document by March 1st

reviews of document by Council and Member Town Hall