



<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
December 3, 2019, 10:00 a.m.
Campbell Center, SOU, Room A

Present: Council Members - Pat Alexander, Betsy Gentry, Larry Hunter, Irv Lubliner, Margaret Pashko, Sue Sorem; absent, Lyn Gutierrez, Bill Mansfield, Elisabeth Zinser. Committee Chairs and Director/Assistant Director - Rob Casserly, Cliff Edwards, Andrea Gay, Sandy Hansen, Sally Peterson, Susan Stitham, Sandra Theis, Lorraine Vail.

1. Call to order – President - Pat Alexander: 10:00 am
2. Adoption of the Agenda—Pat Alexander: **m/s/p**
3. Approval of Minutes – October 22, 2019 Meeting, Betsy Gentry, Secretary: **m/s/p**
4. Discussion Topic(s).

Andrea Gay reported the MSC is considering a “Bring Your Own Cup” campaign. SOU is a leader in environmental issues, and OLLI could be environmentally responsible and an example to the community. The committee recognizes that this proposal is likely to be somewhat controversial, so they view this as a process, with education starting in the winter, having a question on the spring member survey, and leading to OLLI not purchasing disposable cups starting in the fall. Rob Casserly presented some graphics showing that OLLI members use 1250 disposable cups per month (over 15,000 per year), and referred us to recyclingadvocates.org for more background information. Issues discussed included that having a hot beverage during class is a long-standing OLLI tradition; that old habits are hard to change; that we would need to monitor and encourage taking reusable cups home; that perhaps disposable cups could be available in the member lounge or elsewhere for a \$.10 or \$.25 fee; that a strong education campaign would be necessary and that the membership survey should ask if people will bring their own cups (not just if they support the general idea). Pat Alexander suggested that the question be tabled until the January meeting where a motion

clarifying the proposal could be presented for a full council vote. Meanwhile, flyers encouraging “Bring Your Own Cup” can be posted in classrooms beginning in January.

5. Treasurer Report – Irv Lubliner

Membership to date is up 5% from last year; member fee income is up 5.8%. Annual fund donations are down 8.9%, but that is almost entirely due to one large donation last year that has not been repeated this year. The accounting error on the beginning fund balance has been corrected, so last month’s report has been validated.

Irv passed out copies of an October revised draft of the 2019-20 budget. The Finance Committee will meet in January to prepare a revision that will come to the Council for approval. The original budget was very conservative and projected a net income deficit for the year. However, because of better than projected membership and other factors, the draft shows a net surplus. Thus, the originally budgeted operating fund ratio of 20% may be revised to 29%.

6. Standing Committee Reports

- Member Services – Andrea Gay. They are finding greeters for the Café Noir shows, and continuing to work on providing more small group social events.
- Curriculum – Susan Stitham. Seventeen course proposals have already come in for spring term. Three new people are interested in serving on the committee and are “interning” with Sara Brown this December as course proposals come in. They are formalizing the process of recruiting and training new members.
- Funds Policy & Management – George Rice was unable to attend but Pat reported the movie matinee fundraiser was a sell-out success. Fundraising for the annual fund will ramp up in February/March.
- Future Space Needs – Lorraine Vail and Cliff Edwards. The construction is virtually complete; the walk through will be on Monday, December 9 and the resulting punch list will be completed soon. Progress on exterior painting will depend on the weather. Café Noir is sold out! Even with change orders, they are expecting not to have to draw on the \$25,000 from the Operating Fund. Bids on technology are a bit higher than hoped; 100 inch TV’s are still \$8000 so we’ll be getting 82 inch ones. The A/V equipment will be installed starting in January. Save March 27 for a ribbon-cutting in the morning and a celebration in the afternoon.
- Landscape – Sandy Hansen. Committee members will be back at work once the construction crews are done. She is planning terra cotta pots with plants and flowers for color for the March celebration.
- Leadership Development & Recruitment – Sandy Theis. Twenty people are attending Team OLLI II. Committee chairs will discuss their work at meetings in December and January. Council members are invited to attend the meeting on February 6. The committee wants

to encourage discussion of the best way to recruit leaders for OLLI; after this second year of operation it may be time to redefine its goals and processes.

- Communications and Community Outreach. Peg Evans has been meeting actively with her team leaders.
- 7. MOLLI Task force – Sue Sorem. The group continues to push for new courses for spring. They know of 3 or 4 coming, probably about average. Irv noted he had heard that people in Grants Pass were interested in finding out more about OLLI.
- 8. OLLI 2025 Task Force - Sally Peterson. The group has established a framework, process and timeline. They will be meeting with stakeholders in January and expect to be completed by April 1. They will be building on the framework of OLLI 2020.
- 9. President’s Report – Pat Alexander. Pat noted that attendees at the movie fundraiser were full of praise for OLLI leadership this fall. There is a second meeting with representatives from the YMCA scheduled to discuss possible collaboration.

10. Additional Remarks

- Rob Casserly. Rob passed out some information on the history of the Campbell Center and the Osher Foundation scholarships.

11. Upcoming Events

- **Café Noir Performances**, December 11-15
- **OLLI office closed**, December 23-27, 2019, January 1, 2020, and January 20, 2020
- **OLLI Council meeting**, January 28, 2020, Campbell Center, Room A, 3:30 p.m.

Adjournment: 11:25 a.m.

Committee Reports

MSC Monthly Report to Council: November 2019 Andrea Gay MSC Chair

Host Coordinator: Linda Price

No activity to report.

Inside OLLI: Robbi McMinimy

Robbi reports no change from last month. She is hopeful to be on pace for next term.

Member Memorials: Baiba Calhoun

Baiba reports one death, the Hon. E. Kendall Clark on August 21, 2019. Installation of a second cork board is being pursued for Medford HEC.

Member Recognition: George Neilsen

No changes from last month.

Member Satisfaction: Bonnie Johnson

This group will not meet until April 2020.

SIG's: Barb Barasa

One new SIG has started on the topic of "U.S. Constitution", considering current events. It is a continuation of the class Betsy Massie taught during Fall term. They plan to continue through the impeachment proceedings. The SIG will not focus on political issues. The Anthro SIG, which has been going for many years has been suspended due to declining interest and due to Victoria Leo not feeling up to continuing.

Social Crew: Rob Joseph

Rob has worked 2 hours on emails regarding Con-Cons and Café Noir. Rob is coordinating volunteer Hosts for the Café Noir performances.

Office Coordination: Maureen Wilson-Jarrad with Marta Gomez and Ruthie Sloan

Maureen reports 45 hours for office support, including her time to schedule.

MSC Chair: Andrea Gay

I have been communicating with other team members and committees, working to see how we can support one another more broadly to maximize success in each program. I am attending leadership meetings and participating in Team OLLI 2. Currently I have been focused on promoting Café Noir and meeting the needs there in terms of member services. Barb Klein, as previous Chair has submitted 2025 Strategic Planning Committee Notes to Larry, Sally, Pat and Elisabeth. I reviewed the notes and support what was submitted, understanding that changes may occur along the way

Leadership Development and Recruitment Committee

November Council Report

We have 20 members in the Team OLLI 2 cohort. The first meeting was November 7 with the topic being a general introduction to OLLI. Margaret Pashko and Sandy Theis did the presentation with good questions and interaction from the group. The next session is December 5, with the Curriculum and Funds Committees presenting.

Sandy Theis, Committee Chair

MOLLI Monthly Report – November 26, 2019 Council Meeting

Committee Operations – MOLLI met on November 9th. Next meeting TBA

New Instructors/Courses Initiated by MOLLI for Spring Term – Committee is working with 13 potential new instructors for spring term; two are committed and will do a proposal, 3 are likely. Three committee members are working on a new idea for a field trip class targeted for next fall.

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. Event scheduled for early Jan.

Annual Plan 2025: The committee discussed a working draft of goal #8 which will be submitted at the next strategic plan committee meeting.

Submitted by: Sue Sorem

Future Space Needs November 2019 Report

South Building: Construction continues ahead of schedule and is now expected to be completed in early December. The HVAC issues have been resolved but resulted in moving one of the units to the edge of the new classroom C. To minimize noise from vibrations, sound insulation and a noise deadening ceiling were installed. Inspections have been completed and interior painting is underway. South and north exterior painting depends on the weather. (Many thanks to the Landscaping Committee volunteers and Sandy Hansen for trimming the trees overhanging the courtyard wall!)

Room C: Demo of the existing floor tile in the old Room C is underway. Installation of the new carpet tiles and restroom vinyl flooring will be done between Thanksgiving and Christmas. Plans for the lighting fixtures and order products are now underway. During March we will install one filtered water fountain/bottle filler unit and also a non-refrigerated vending machine with healthy snacks and Keurig coffee pods. Also in March the existing A/V will be removed and some of it reused in the new Room C. When all is done, the ceiling will be repaired/repainted and the beautiful Giving Garden mural will be hung. The room is used as a classroom in January and February but will be ready for the grand opening event on March 27.

Décor: A sample classroom chair has been received and tested with positive feedback. The furniture selection for the lounge and SIG room is in-progress and orders should be placed in the coming weeks. The office has all new windows and the new blinds will be installed in December.

SOU-IT has received initial bids for new A/V equipment in the South building. Some iterations are required, but most prices are within expectations. The one significant exception is the cost of the two 100" TVs that we planned to install in the large E classroom. When the budget was

prepared two years ago, we had hoped the cost of extra-large TVs would come down rapidly. Although prices have decreased, they remain around \$8k each, compared to the \$4k budgeted.

Café Noir: Café Noir has sold 344 of the 347 available seats. All costs are not yet known but we will certainly overachieve the \$3000 profit in the budget and most likely achieve the \$8500 profit in the revised budget that was presented to the Finance Committee last month. Thank you for your support.

Financials

Final costs will not be known until all furnishings, technology, and additional charges from the sub-contractors are final. This will be sometime in January/February. Best estimates at this point, given the Café Noir income, will require using about \$10k of the \$25k of operating funds approved by the Council in 2018-19.

Lorraine Vail and Cliff Edwards

OLLI Council, Report from CCO, Nov. 2019

Communications and Community Relations Committee—Peggy Evans, chair

Course Catalogue: Winter term catalogues have been produced and distributed. Thanks to Kay Godwin and her team who physically move the catalogues. We continue to work on making our distribution system more efficient. We've discovered that the Jackson County Library system could use many more catalogues than what they are currently receiving. We will be reexamining their numbers. We distributed catalogues to select ambassadors and partners. The workplan for the spring catalogue is being refined and distributed to all who participate in that process.

Open House 2020: The Open House is scheduled for Friday, July 24, in the Stevenson Union. We are beginning to think about our theme of "Wellbeing" in its various aspects (financial, social, physical, community, purpose-filled). Several local organizations are currently working on some aspect or aspects of this, including the Ashland Chamber of Commerce, Asante Ashland, the Ashland YMCA, and the Ashland Senior Advisory Committee. Sandy Theis, Margaret Pashko, and I met with Sheila Clough, CEO of Asante Ashland, to begin the process.

Community lectures: Camille Korsmo, lead.

We had another full house for John Almaguer's excellent lecture on Nov. 1 on the history of immigration in the U.S., up to and including current programs and practices. The Winter Term lectures were announced in the course catalogue. The Spring Term lecture for May has been selected: an introduction to the Collaborative Theatre Project. The April lecture has yet to be finalized. The staff of KS Wild has been invited to report on that organization's recent work in protecting and restoring the natural resources of our region (see kswild.org). Linda Hart has agreed to co-chair the lecture series in 2020-21. Pauline Black is working to find the other co-chair. Linda and Camille have met to discuss the mechanics of the lecture program -- deadlines, volunteers, etc. -- as well as potential future lecture topics. They will work together to schedule

the speakers for Fall Term of 2020. Camille shall continue as a lecture volunteer during the next **academic year**.

Ambassadors: Colett Allen, Lead

We distributed catalogs to our Ambassadors. Ambassadors have been asked to pick up the old catalogs when they distribute the new ones. We will then reevaluate the number of catalogs needed at each location. We have several new Ambassadors and have met with them to ensure that they have what they need.

Constant Contact member communications: Anne Bellegia: Anne supported LDRC with a Team OLLI 2 PowerPoint presentation. She assisted Café Noir publicity by providing reservation requests to Lorraine Vail as received and making alterations to the reservation system and event webpage as performances sold out. For the lecture series, she sent a reminder of the November 1 lecture to registrants and produced a check in list.

Publicity: Anne Bellegia: Margaret Pashko and Karen Culver represented OLLI at a table at the AARP Vital Aging Conference on November 16; almost 100 attendees picked up the winter catalogue and other materials. Anne pitched Rosebud Media on coverage of Café Noir and/or a follow up story by Maureen Battistella about the status of the ReNEWall project and/or a repurposing of the Camp White barracks as OLLI classrooms, but to date there has been no response. Anne agreed to do a presentation at the Ashland YMCA Wellness Wednesday on

February 26 on how mental stimulation and social connection contribute to wellbeing; there's an opportunity to mention the Spring Special, and possibly our Open House.

Media Relations: Jim Coleman has agreed to serve as OLLI's media relations lead. Anne, Jim, and I met with Joe Mosley, SOU Director of Community and Media Relations.

Promotion: Anne Bellegia: Anne produced a revised OLLI business card. She sent an e-blast to approximately 950 lapsed former OLLI members announcing the Winter 2020 catalogue. Anne has asked the Curriculum Committee to weigh in on a reprint or revision of the Teach at OLLI brochure.

Advertising: Anne Bellegia: Provided artwork for OLLI's ad in the Rogue Valley Manor resident telephone directory in support of instructor recruitment and membership

Community Partners: Mindy Ferris, lead: Anne and I met with Mindy to discuss the next steps for developing more yearlong contact with community partners—recruitment of three captains, one for each of our three groups of cultural, educational and senior services partners; captains will contact OLLI members representing our partners in the Community Partner Directory to determine interest in an ongoing liaison role. Leads will also have responsibilities at the Open House in July.

Sponsor contact: Anne produced a rate sheet for Asante's sponsorship of the Spring 2020 catalog and July Open House; after the meeting that was held with Sheila Clough, Asante Ashland CEO, she followed up with Lindsey Hicks, Asante Marketing Consultant, on the details.

Miscellaneous: Anne and I participated in an inter-committee/staff meeting on the Campbell Opening Celebration; Anne agreed to handle the event marketing and registration process and to research a possible commemorative giveaway

Report to OLLI Council

Curriculum Committee

November 26, 2019

Fall 2019:

1. Thanks to Cathy Kreisman, CC administered an electronic survey to gather feedback from students in the classes taught by Fall NTOs. CC will be meeting in early December to review the “three-legged stool” of our metrics for Great OLLI Classes: liaisons’ observation, student feedback, and attendance trends.

2. We are gathering ideas for instructor workshops via a survey of 2019 instructors.

Winter 2020:

3. The liaisons are well launched into their 22 one on one meetings with the NTOs for Winter term.

4. CC Initiative #1: Instructor Support:

a. Mid-Winter: An Instructor Workshop on a topic determined by the instructor survey, and a second workshop on avoiding inappropriate remarks in class, entitled “Ooops! I thought it was funny.”

b. Late Winter: “Ignite the Spark” – a 90 minute meeting to encourage new OLLI instructors to propose a course

c. Pilot: Orientation to Teaching at OLLI for Spring NTOs.

d. Early Spring: and second “Ignite the Spark” and then a “Fan the Flame” – a follow up to “Ignite the Spark” for hands on help for new Instructors as they complete course proposals for Fall 2020.

Spring 2020 Course Proposal window opens December 1 through 31. During that

time, three potential new members of CC will be interning with their

respective liaisons under Sara’s supervision.

Respectfully submitted, Susan Stitham and Sara Brown, Co-chairs

FPMC Report to Council for November 26, 2019 by G. Rice, Temp. Chair

Annual Fund

Donations to 11/13/2019 \$28,515

Less renovation donations 14,040

Annual Fund to date 14,475

AF Goal \$32,000

To date 14,475

Difference \$17,525 (Needed by 6/30/2020 to meet goal)

Movie Matinee

Date of event: November 15, 2019. Movie: The Good Liar

Attendees: 131, per count of CAT for invoice of over 100 patrons

Net donations: \$1,815.00* (Gate minus CAT billing of \$220.00)

Account Receivable: \$15.00 (One member had only a credit card)

*Some members paid with a \$20 bill and did not want change.

OLLI 2025 Task Committee, Sally Peterson & Larry Hunter, Co-Chairs

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

Short Delay In Process

Due to life complications for both Larry and Sally, we have taken a 1-month hiatus for our committee.

Timetable

We have developed a new 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

- begin discussion of 2020 document and suggestions to be brought to committees and other stakeholders

November (no meetings)

- continue to look at the Goals, Intentions, and initiatives from the 2020 Strategic Plan and come to our December meetings with notes ready to discuss any thoughts, rewording, addition, deletion, and the like in preparation for our December meeting

December 5th and 9th

- 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 in the process and how to best involve them

- hear from Rachel about SOU's Strategic Plan to determine ideas that could inform our process

January 2nd, 16th, and 30th

- meetings with stakeholders who are involved in the process – council, committee chairs, committees, staff, other stakeholders as determined

February 13th and 27th

- collate and distill information already collected

March 12th and 26th

- write the document – complete by April 1st

April (meetings to be determined if necessary)

- reviews of document by Council and Member Town Hall