

ENCORE BOARD OF DIRECTORS MEETING

Monday, February 26, 2018

Astoria Senior Center

1111 Exchange Street / Astoria, OR 97103

1. **CALL TO ORDER.** Dave Zunkel/President, convened the meeting at 11:00am.
2. **ROLL CALL.** Board members present were: Dave Zunkel/President, Mike Kinney/Vice President, Ellen Norris/Treasurer, Lorri Bradley/Secretary, Frank Spence/Immediate Past President, Reta Lindstrom/Chr. Curriculum Comm., and Rollie Lindstrom/Chr. Membership Comm., and Art Limbird/Chr. Trip Comm. Guests present were Leah Olson/College Liaison and Erhard Gross/Member.
3. **ADDITIONS/DELETIONS TO AGENDA.** None
4. **APPROVAL OF MINUTES OF LAST MEETING.** The Minutes of January's meeting were presented for approval and motion was made for acceptance. Motion was passed.
5. **TREASURER'S REPORT.** Ellen distributed copies of expenses by Committee so they can prepare and bring their budgets for 2018-2019. She will work with Dave on the ENCORE budget. Also, her financial report for February 20, 2018 was accepted.
6. **CCC/ENCORE LIAISON.** Leah deferred her comments until items for New Business were presented.
7. **COMMITTEE REPORTS.**
 - A. **Curriculum Committee.** Reta said the committee met and they were finishing up the Spring Term, which will be from April 2nd to May 25th, 2018. There is a great variety of classes being offered.
 - B. **Membership Committee.** (a) Rollie asked if items on the expense report could be broken down to show things more specifically; Ellen said she could make a notation at the bottom of the report, and Rollie indicated that would work (b) There are currently 132 members. 29 of these are new (c) Rollie mentioned that the Committee assisted Erhard with the Ravis Kelly event (d) The Annual Meeting was brought up as it related to its content, i.e. did we want a specific speaker/if so, how much time should he/she take (e) Should there be an open topic at the meeting/Dave felt this would be a good option and would make specific mention of this in the Open Forum section of the meeting, and that it was a good idea to present to the membership (f) The next Lunch Bunch will be @ the Golden Star and there was still some concern about the dwindling attendance. An effort was made to advertise this event in the paper, but was not successful; this will be tried again to see if this additional reminder is helpful and, lastly, (g) Rollie suggested that special recognition be made to Hazel Sealy at the Annual Meeting.
 - C. **Trip Committee.** Art shared that his Committee had talked about the possibility of going to the

Octoberfest again. This time they would make it just a 1 day trip; they felt this might make more people interested and willing to go if it didn't include being gone overnight. They may hire vans for transportation for this. He also said they were discussing going to a musical at the Arlene Schnitzer Hall, depending on what shows were being offered. They will be looking at their schedule of events. Another item they are continuing to investigate is the Road Scholar trips that may include the San Juan Islands, Oregon Coastal Geology, Ashland/Shakespearian and other plays, etc. They're not sure, at this point, whether these trips might work better as a website announcement for people to decide on individually, or to still try and make it work as an ENCORE group event. They will continue to explore the availability of options.

8. UNFINISHED BUSINESS.

- A. Status of Old/Past Board Meeting Minutes.** Dave reported that an inspection of the storage of old Board Meeting minutes has not as yet been completed.
- B. Scheduling of Meetings.** The question of meeting times has been determined as follows: Currently, Board Meetings will continue to meet on Mondays at 11:00am until the 2018 Spring term is over, and Committees may meet at their own convenience. Then, per a motion made by Frank and seconded by Lorri, beginning in June, 2018, ALL Committee meetings will be on Mondays at 1:00pm. The motion passed unanimously. Erhard reported there was available space at the Elks Club on Mondays & Wednesdays, but so far we don't appear to have need of the additional room; if the need does arise later, the availability of this space can be re-visited.
- C. Status of ENCORE Presentation to Local Clubs, Groups, Etc.** Not addressed at this month's meeting.
- D. Policy of Paying Guest Instructors.** The following motion was made and seconded by Dave and Frank, Respectively: Guest instructors not qualifying for ENCORE membership, and/or holding teaching positions at an accredited teaching institution, may receive a stipend for teaching an ENCORE class in an amount not exceeding \$100 per quarter (amount will be determined by Board vote). Motion passed unanimously. A motion was also made by Frank and seconded by Ellen that Seth be paid \$100. Motion passed unanimously.
- E. Status of Media Liaison.** So far there's not been any response for this position with efforts being made live and via emails. Ellen suggested mention of this need go out with the membership notice and the Newsletter, and the overall consensus was favorable.

9. NEW BUSINESS.

- A. Memorandum.** A motion was made by Frank & seconded by Lorri to approve the Annual Agreement with the Senior Center. Motion was approved unanimously.
- B. Duration of Positions.** Dave said he will bring this information next month so we can review all and any changes before the Annual Meeting.
- C. Ravis Henry Event.** This seemed to be an outstanding event. Erhard expressed his gratitude to the Board and CCC for their help and support. Leah was especially helpful with some exceptional posters and there was also good advertisement via radio and the Daily Astorian. Even despite the weather considerations, it was an excellent experience.

D. Class Cancellations. Given some of the issues arising due to the inclement weather this past month, and how it affected some of ENCORE's events, Leah reminded us of CCC's policy and how this relates to our schedule. It is as follows: If CCC is closed, the College recommends we should cancel our events as well, because the College insurance would, then, not cover us; We (ENCORE) would be liable. Dave stated this would be an agenda item next month for an official ENCORE policy.

10. **COMMENTS/ANNOUNCEMENTS.** None

11. **IMPORTANT UPCOMING DATES.**

A. Next Board Meeting will be March 26th at 11:00am.

12. **Adjournment.** Meeting was adjourned at 12:36m.

Respectfully submitted,

Lorri Bradley, Secretary