

ENCORE BOARD OF DIRECTORS MEETING

Monday, January 22, 2018

Astoria Senior Center
1111 Exchange Street / Astoria, OR 97103

1. **CALL TO ORDER.** Dave Zunkel/President, convened the meeting at 10:59am.
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. Art Limbird/Chr. Trip Comm. was absent due to class conflict. Guests present were Leah Olson/College Liaison, Sue Zerangue/Member, and Erhard Gross/Member.
3. **ADDITIONS/DELETIONS TO AGENDA.** There were two additions: (a) Meeting times and (b) Signature events.
4. **APPROVAL OF MINUTES OF LAST MEETING.** The Minutes of November's meeting were presented for approval. Motion was made by Frank, and seconded by Mike to accept; motion was passed unanimously.
5. **TREASURER'S REPORT.** Ellen distributed the financial report for November, 2017. The report was accepted as submitted.
6. **CCC/ENCORE LIAISON.** Leah Olson was present at her first "solo" meeting since being hired as Mary Kemhus's replacement. She asked two questions just for better clarification on her part regarding (a) monetary items between CCC & the Membership Committee's budgets and (b) easier registration.
7. **COMMITTEE REPORTS.**
 - A. **Curriculum Committee.** Reta said the committee met and discussed the beginning of Winter Term. There was a change in the start time for Yoga Class from 9:45am to 10:00am. She also asked for further discussion and clarification on Meeting Times in order to plan Spring Term classes. Spring Term will be from April 4th to May 25th, 2018.
 - B. **Membership Committee.** Rollie indicated his committee will be meeting next Monday, January 29th. Membership is now at 123, 22 of which are new members. There was some discussion at their meeting indicating some concern over the lower numbers present at Lunch Bunch gatherings. This will continue to be monitored.

C. Trip Committee. There was no report this month.

8. **UNFINISHED BUSINESS.**

A. Status of Old/Past Board Meeting Minutes. It was reported that Mary Kemhus found the boxes of missing ENCORE minutes. We have to have an appointment to access them, and they cannot be removed. Anything that needs to be “accomplished” with these old documents must be done on the premises. The question, then, is: Do we want to do this? It was mentioned that the ENCORE historian might need some of the information. Dave & Mike volunteered to go take a look and see if we want to pursue this any further.

B. Scheduling of Meetings. The question is still on the table as to whether the place of meeting/new time of 11:00am for ENCORE meetings is workable for all concerned. There are other possibilities of places to meet, such as the Elks facility and/or some availability at the college; however, parking may be an issue for both locations. The time change seems to be a particular issue with the Curriculum Committee and scheduling the upcoming Spring Term; the general consensus, however, was for the Committee to go ahead with outlining the Spring Term, and Dave said we will re-visit this matter next month.

C. Status of ENCORE Presentation to Local Clubs, Groups, Etc. Nothing done so far; to be re-visited next month.

9. **NEW BUSINESS.**

A. ENCORE’S Annual Meeting. Dave asked the question of when the upcoming Annual Meeting for ENCORE was to be held. It was determined that it would be held on June 1st from 2:00pm through 4:00pm, and dessert would be provided. It was also mentioned that a nominating committee needs to be appointed, which Dave will undertake.

B. Proposed Dates for ENCORE Board Meetings in 2018. February 26th, March 26th, April 23rd, June 25th, July 23rd, August 27th, September 24th, October 22nd, and November 26th. No meetings will be held in May or December.

C. Guest Instructor’s Remuneration. There doesn’t seem to be a set policy for compensation paid to guest instructors, and the amounts seem to vary. Dave will develop a policy to be presented at the next Board Meeting.

D. Position of Communication’s Director. The Position of Communication’s Director is appointed by ENCORE Board, and Erhard Gross completing these duties. However, he has also taken over the responsibility of Secretary of the Curriculum Committee, and, along with the addition of his teaching obligations, he feels he cannot give this job all it deserves. He has committed to staying on in both positions until year end, but then we need to recruit a permanent person for the job. Ellen said she would put a feeler out on the Website, in hopes that someone might show some interest or, perhaps know someone who would be qualified.

E. Proposal for Persons Under 50 Attending ENCORE Classes. The following was proposed by Dave Zunkel/President: *A person not qualifying for ENCORE membership may attend an ENCORE class Provided he/she has permission from the instructor and that there is no conflict with CCC in the opinion of the College Liaison. The applicant will be requested to make a voluntary donation of \$25 to ENCORE, which will be applied to scholarships.* After considerable discussion, it was decided to put this suggestion on the back-burner for the time being.

F. Group Photograph of ENCORE Board for The Daily Astorian. Postponed. Camera was forgotten.

G. Signature Events. Dave questioned the group as to whether we are still interested in holding specific community events that would have a two-fold purpose: (1) Provide enriching proceedings and experiences for the community and (2) More frequently expose ENCORE'S name as sponsorship of these occasions. The overall consensus was very positive.

10. **COMMENTS/ANNOUNCEMENTS.** Lorri mentioned to the group that Hazel Sealy hadn't been doing well and suggested some cards be sent on behalf of ENCORE.

11. **IMPORTANT UPCOMING DATES.**

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

12. **Adjournment.** Meeting was adjourned at 12:48m.

Respectfully submitted,

Lorri Bradley, Secretary