

ENCORE Board meeting minutes 7-27-20; 1:15-3:00 pm via ZOOM online.

Present: P Tom, VP Norm, T Donn, S Dory, PP Dave, CC Reta, MC Rollie, TC Art, W Craig, CCC Kinga

General business:

1. 6-22-2020 minutes accepted.
2. Columbia Bank has required signatures. Tom and Donn to access bank statements online. Donn waiting for debit card. Account balance about \$11,000. Fraud protection @ \$5/month not necessary.
3. Treasurer- ENCORE business license renewal due mid-Oct 2020. Ellen completed IRS form 990N for non-profit status.
4. \$754. paid for CMI Fidelity Insurance policy. Donn to contact company about reimbursement, decreased rate, or policy suspension options due to no ENCORE activity.
5. Astoria Senior Center (ASC) is \$500/12 mo (\$42/mo) during ENCORE occupancy; Tom to sign agreement to pay \$104 donation for ENCORE Jan-Mar 2020 occupancy.
6. Signature event canceled until further notice.
7. Online ZOOM workshops on ZOOM website give instruction to schedule and hold meetings. For ENCORE members to join a meeting or class, simply click on *Join meeting* link provided on the email invitation. **A ZOOM account is not needed to take ZOOM classes.** There is also YouTube and online instruction.

Committee reports:

1. Trips- Art said no trips due to pandemic. Virtual trips available at a cost.
2. Membership- Rollie will write a revised membership renewal cover letter which will explain the method for presentation of classes given the pandemic environment. The membership fee options will be listed including \$25 for year, donation, or \$0 for inactive status. Letter to be reviewed by board.
3. Curriculum-Reta reported member survey had 41 responses (43% of 96 internet users); 21 responses about continuing ENCORE- 3 not renewing membership, 9 not active until vaccine, 6 not active until Jul 2021, 3 evaluate in Jan 2021. 23 members would pay partial dues, 12 can use ZOOM, 5 or 6 tech support people needed to offer online classes. Eric is teacher and tech for writing exchange. Teachers Erhard/Art, Todd, and Lynn need tech support for online classes. Prep time for online classes vs member interest and attendance questioned.
4. Tom has a ZOOM account for 12 months. Eric also has an account for writing class. ZOOM account @ \$15/month is probably not transferrable; each teacher would have their own account and charge a fee to cover their cost. No account needed to take ZOOM classes.
5. Vaccine will not be available by winter term Jan 2021, eliminating FTF classes.

Other business:

1. Kinga states Oregon seniors (65 and older) can audit CCC online classes that are listed/not full Friday before class starts; registration fee charged.
2. Craig-ENCORE website set up, bulletin board has link to access other groups/clubs, website fee paid for 3 years, encorelearn.org (secure, archives), encorelearn.net (free).
3. Next meeting M 8-24-20 at 1 pm via ZOOM.

Dory Lukas, Secretary

*Action items:

Tom to sign 2020 ASC agreement and send to Larry Miller.

Donn to explore insurance reimbursement options and set up online banking.

Rollie to write draft letter about ENCORE status and send to board members for comment.

Reta, Dory, Craig to ask/answer questions about online ZOOM.

Jean to *discontinue* Class Act newsletter until further notice.