

ENCORE Board Meeting

June 9, 2025 (Meeting postponed from May)

Present: Sharon Borgardt (President), Elizabeth Hayes (Immediate Past President), Maureen Balaam (Curriculum Committee Chair), Craig Holt (VP/Webmaster), Karen Elder (Trip Committee)

Absent: Eric Anderson (Treasurer) – Excused.

Meeting was called to order at 1:00 pm by Sharon.

Approval of Minutes

Elizabeth made a motion to approve April 30, 2025 meeting minutes as presented. Maureen provided a second and motion carried.

Action Items from Previous Meeting

Sharon reviewed the Action Item list. The following actions were not completed.

Karen - Contact Warrenton Community Center to request a presentation at Meals on Wheels.

Eric and Craig - Add enrollment/renewal feature to website and determine how to add online payment options. (Note: Eric is out of state. Waiting for him to complete his part.)

Eric- Obtain five years' expenses for budgeting purposes. (Note: Eric is out of state. He has requested the information from the bank and has not received a reply.)

Sharon - Contact Wickiup Grange to request a presentation to members.

REPORTS

President's Report

The by-laws are complete and ready to provide the membership for a vote.

Sharon attended and made a brief presentation regarding ENCORE Learn at a local Veteran's Coffee. This resulted in one new member and two other people indicated they would like to teach classes for ENCORE Learn. She has provided these individuals information to Maureen (Curriculum Chair).

The agenda for the upcoming ENCORE Learn Annual Meeting was shared. The meeting is Friday, June 20th at 1:00 pm in Columbia Hall, Room 210 at Clatsop Community College. In addition to the routine aspects of the meeting, special recognition will be given to Reta and Rollie Lindstrom for their many years of dedicated service to the organization.

Members will be asked to ratify the 2025 Bylaws and approve the proposed 2025-26 budget. The Slate of Officers for 2025-26 will be announced, additional nominations will be requested, and a vote will be taken.

David Reid, Executive Director of the Astoria-Warrenton Chamber of Commerce will be the guest speaker.

Jan Johnson, Media Liaison, has offered to compile a video of recognition comments at the meeting.

Action Item: Sharon will follow up with Jan to discuss the possible videotaping.

The creation and distribution of certificates for instructors which include one free annual membership was discussed.

Action Item: These will be created and distributed by the members of the Curriculum Committee.

Sharon reported that 20 classes were offered for Fall, Winter, and Spring. There were three presentations and six tours.

A potential member suggested ENCORE Learn conduct focus groups in June and July.

Action Item: Sharon, Maureen and Elizabeth will discuss focus group specifics and report back to the Board.

Sharon advised the board members that she has identified two potential candidates for the Treasurer position. One is a new member who is a retired financial planner and the other is a potential member.

Action Item: Sharon will discuss the role with these two individuals for interest and expertise with Excel.

Treasurer's Report

The April 30, 2025 Umpqua bank statement shows a beginning balance of \$11,190.22 and ending balance of \$11,474.98. Income from membership dues totaled \$625.00. Board expenses totaled \$315.24. The curriculum committee expense total was \$25.00 for an honorarium.

Eric continues to work on insurance quotes and an update will be provided at a future date. Presently he is on leave and in another state.

The Treasurer's Report and Proposed Budget was distributed to board members and discussed. It was generally agreed that some minor changes are desirable. They include increasing the Venue by \$200, Food/Décor by \$100, and gas allotment be increased. It was also suggested, to keep the traditional Prime Rib on the menu for the

Holiday event, the member fee could be raised from \$15 to \$20. Non-guest fee could also be increased by \$5.00.

Action Item: Sharon will obtain the excel spreadsheet from Eric so changes can be made prior to presenting to the membership at the annual meeting. It was agreed that the expenses must not exceed the total expenditures and the \$350 “cushion” included in the current proposed budget.

Membership Committee Report

Sharon presented the report which focused on the upcoming annual meeting responsibilities and the Signature Event on September 27th to be held in the McTavish Room at the Liberty Theatre. Jan Johnson, Media Relation Liaison, is developing a marketing plan for the latter. This event will be open to the public.

Currently we have 96 members.

Curriculum Committee Report

Maureen provided the summer schedule:

6/17/2025 – Tour of the Armory and visit to the Heritage House. The program begins at the Armory at 1pm. At the conclusion of the tour, participants will walk over to the Heritage House to view archived items.

6/23/2025 – 4 week class – Oceanic Impact on the Oregon Coast. Mondays at 2pm.

Instructor: Ed Joyce

7/11/2025 – Tour of the Columbia River Maritime Warehouse. \$5.00 fee.

7/18/2025 – 3 week presentations offered by Natural Grocers on Nutrition: (1)

Inflammation. 2) Demystifying fat. 3) Demystifying protein.

ENCORE Learn is providing an Authors’ Series which will be held every other week and is ongoing. A tentative date of August 25th has been set to begin the series.

The Fall term schedule is in process. Seth Tichner will present an 8-week class on Chinese Philosophy beginning on 9/26/2025. Other potential classes include a music class taught by Sharon Borgardt, a class on “mindfulness,” and one or more classes to help members learn more about their phones, iPads, and perhaps computers. It was suggested that in addition to contacting the Astoria Computer store, the local mobile and internet stores be approached to present these classes. Sharon suggested advising members of online classes via AARP as a “stop-gap” while planning the on-site program(s).

Maureen has designed Thank You cards with NEOCRE logos for all instructors, Board members can sign them.

Trip Committee Report

Karen is working with her team members to develop trips and other activities for our members. Currently they are exploring a trip to the Astoria Column including a picnic on-site.

Webmaster

Craig left the meeting early with no report.

Sharon provided a brief summary of the discussion held regarding our website. Those present included Sharon, Maureen, and Craig.

Craig is the website host and fees related to support of the website are very minimal. Sharon is revamping and streamlining various pages on the website as well as adding photos to add more visual interest. She will send board members the changes once completed for their review and comments.

CCC Liaison Report

Josh advised he is turning in the forms which will enable the college to claim FTE for each HECC eligible class.

He stated he was intrigued with Sharon's idea to highlight some upcoming college classes by offering one-hour introductory classes with ENCORE Learn. He will discuss within his chain of command.

Old Business

None discussed.

New Business

None.

The next meeting will be held on June 25th at 1pm at the Astoria Senior Center.

The meeting adjourned at 2:40 pm

Respectfully submitted,

Elizabeth Hayes