

**ENCORE BOARD OF DIRECTORS MEETING
ASTORIA SENIOR CENTER
1111 EXCHANGE STREET
ASTORIA, OR 97103**

MONDAY, NOVEMBER 25, 2019

The meeting was called to order at 1:05 pm by President Dave Zunkel.

ROLL CALL: Dave Zunkel, President
Tom Schaeffer, Vice President, Absent
Frank Spence, Immediate Past President
Ellen Norris, Treasurer
Art Limbird, Trip Committee, Absent
Reta Lindstrom, Curriculum Committee
Rollie Lindstrom, Membership Committee
Jean McGonigle, Secretary
Leah Olson, CCC Liaison

GUESTS: Erhard Gross, Larry Miller

ADDITIONS TO THE AGENDA:

Larry Miller reported that the City of Astoria will cover insurance for ENCORE and related CCC events held at the Astoria Senior Center.

REVIEW AND VOTE ON MINUTES OF 9/23/19:

Ellen made a motion to accept the minutes. Frank seconded the motion. The September 23, 2019 minutes were approved with no dissent.

COMMITTEE REPORTS:

Treasurer:

Ellen reported on this year's current ENCORE budget and stated that ENCORE currently owes Astoria Senior Center \$500.00.

TRIP COMMITTEE:

Art was not present.

MEMBERSHIP COMMITTEE:

Raleigh stated that ENCORE has 96 members. The Holiday Bash will be held December 7, 2019 from 12:00 pm to 4:00 pm

CURRICULUM COMMITTEE:

Reta provided a general description of the nine classes offered Winter quarter from January 13 to

March 5, 2020: On January 27 there will be a one time class at the Astoria Library with Jimmy Pearson as Speaker. ENCORE meetings will continue to be held on Monday afternoons. Writing Exchange will continue on Tuesday mornings. Science Exchange continues on Wednesday mornings. Erhard Gross will be offering a new class on the English Language to be held Wednesday afternoons. Everything Equine will be held on Thursday mornings. There will be two classes taught by Leah Olson at CCC in Computer Basics and Smart Phones. Seth Tichenor will teach a class in Hellenistic Philosophy on Friday mornings. Specifics on these classes are forthcoming.

CCC LIAISON REPORT:

Leah shared the new CCC Winter 2020 Catalog with the inclusion of information on ENCORE. She informed the Board that she has officially resigned from her CCC Community Education position; she will be teaching CCC classes on Computer Skills and Smart Phones She plans to provide individual tutoring in these areas as well. She agrees to assist in creating ENCORE posters. Dave expressed regrets by the Board at her departure and presented a big "THANKS LEAH" with flowers and card signed by Board members.

UNFINISHED BUSINESS:

Signature Event will be held Sunday, May 17, 2020: Fall of the Berlin Wall:

Erhard reported that he has completed translation of 14 letters in preparation for the May event. The Performing Art Center has been reserved with a planned time frame of 1:30 pm to 3:30 pm ENCORE guest speaker will be Manfred Riedel who will be accompanied by his wife Petra. Erhard is working on organizing the format to include: Introduction, Presentation, Question and Answer Period and 20 minute Video Presentation. Erhard will meet with Manfred a few days before the event to work on delivery of the presentation. An ENCORE sponsored dinner with the couple and Board members is encouraged. Publicity for the event was discussed with suggestions of contacting KMUN, KAST, the DAILY ASTORIAN, as well as ENCORE posters.

Media Liaison Position: This position remains unfilled.

Seaside Chamber of Commerce: The Chamber officially acknowledged ENCORE membership by a formal letter to Dave.

Outreach to local Senior Centers : Dave suggested a possible ENCORE class at Clatsop Retirement Village, which has a good meeting space. One idea for a class is "Where Do People Hail From? "

Dave requests that the Board review the Policies and Procedures document and send him feedback via email. The document will be reviewed at a later meeting.

NEW BUSINESS:

In spring 2020 Ellen plans to address the possibility of hiring a CPA to look at our books as a non profit. This would not be an audit but rather a review, to make sure ENCORE is following legal accounting procedures. She will research this option and bring information to the Board at a later meeting.

Membership dues issues were addressed regarding exceptions to the \$50.00 annual membership fee. A

hardship category will be addressed at a later meeting. Regarding members who need a caregiver at classes, the Board agreed that caregivers will be welcomed and will note this in Board policy.

Dave will work on getting recognition for ENCORE as a non profit organization printed in next year's issue of GIVING BACK magazine, sponsored by the Daily Astorian.

Frank recommended keeping the Holiday Bash event for members and families only, as is current policy.

The Board discussed ways of sharing writing contributions with ENCORE membership from the Writing Exchange class taught by Eric Anderson. The hope is that writings from our members from this class would encourage new members to join the class. Erhard is willing to promote ideas about sharing these writings--such as an open members Reading Event at the end of each quarter. There will be four or five readings by members after the Holiday Bash meal is served.

The next Board meeting will be held on January 27, 2020 at 1:00 pm. Mark your calendars for future meetings: February 25, March 25, April 22, May 27 and the June General Membership Meeting, 2020.

Dave Zunkel adjourned the meeting at 2:25 p.m.

ENCORE Learn
FINANCIAL STATEMENT
July 1, 2019 through November 18, 2019

Funds Available July 1, 2019	\$10,577.62
Membership Income	4,175.00 *
Donations/Sponsorships	0
Special Event Income	0
Expenditures	<u>-2,563.86</u>
Funds Available Nivember 18, 2019	\$12,188.76

<u>Expenditures</u>	<u>Budget</u>	<u>Expended</u>	<u>Remaining</u>
BOARD			
Yearly payment to ASC	500		\$500.00
Insurance	1000	928.00	\$72.00
Other	1000	964.65	\$35.35
CURRICULUM COMMITTEE			
Venues	150		\$150.00
Publicity	400		\$400.00
Honoraria	800		\$800.00
Operating Supplies	150		\$150.00
Travel	100		\$100.00
MEMBERSHIP COMMITTEE			
Venues	200		\$200.00
Publicity	150		\$150.00
Honoraria	400		\$400.00
Operating Supplies	300	330.06	(\$30.06)
Food	2,000	90.66	\$1,909.34
TRIP COMMITTEE			
All	<u>750</u>	<u>250.49</u>	\$499.51
TOTALS	<u>\$7,900</u>	<u>\$ 2,563.86</u>	<u>\$5,336.14</u>
Net Income/(loss)		\$1,611.14	

* Membership: 95 total, includes 11.5 free. 9 are new members.

checking account balance	12073.68
Sunset Presort for future postage	<u>115.08</u>
	\$ 12,188.76