

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

MONDAY, SEPTEMBER 23, 2019

The meeting was called to order at 1:04 pm by President Dave Zunkel. Dave welcomed Board Members to the meeting.

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

ADDITIONS TO THE AGENDA:

There were no additions to the Agenda.

REVIEW AND VOTE ON MINUTES OF AUGUST 26, 2019

Dave made a motion to accept the minutes. Ellen seconded the motion. The August 26 minutes were approved with no dissent.

COMMITTEE REPORTS:

Treasurer:

Ellen shared the financial statement of July 2, 2019 through September 18, 2019.

Trip Committee:

Art reported that nine ENCORE members attended Oktoberfest. Norm, the bus driver for the event, received a \$30.00 stipend from ENCORE. The event was a success: good weather, great cuisine and several music venues. Art had hoped for greater participation. Tom pointed out that the Oregon Gardens Resort had no availability during the event which may have contributed to fewer ENCORE members participating.

Membership Committee

Rollie stated that there were 77 ENCORE membership renewals as of today's date. In addition, there are five new members. The upcoming Holiday Bash event was briefly outlined. The next Lunch Bunch event will be held at the Astoria Brewing Company (formerly Wet Dog) on October 4th.

Curriculum Committee:

Reta spoke highly of the Extraordinary Living ENCORE break out session, specifically the presentations on Everything Equine and the Science Exchange. She gave an initial summary of projected Winter term classes. Board Members noted the variety of fall classes being offered, which begin next week. Ellen's "Monday emails" on ENCORE classes are being sent out. There are eight classes offered fall term.

CCC Liaison:

Leah is impressed by the large number of registered CCC students this fall. Today is the first day of fall term classes and the campus was flooded with students. This afternoon, she is attending a follow up meeting to review The Conference on Extraordinary Living; she will report on feedback from the meeting at the next ENCORE Board meeting. Board suggestions for next year were discussed on topics including break out sessions, booths, and streamlining registration. The Board also offered praise for the success of this year's event.

UNFINISHED BUSINESS:

Inventory and Storage: Dave has put the consolidated materials, previously stored at CCC, in the basement of the Astoria Senior Center. Board members can contact Larry Miller to review these materials.

Signature Event: There is no immediate update from Erhard on this event.

Media Liaison: Dave met and talked with someone at the Extraordinary Living Conference who expressed interest in the position. Dave will follow up with her.

Insurance Follow Up: Ellen talked with Linda Dugan, Insurance Agent, and shared that \$176.00 is the standard insurance cost for individual events. For the Holiday Bash she will get clarification from Larry Miller to determine if "trip and fall" coverage is needed. Insurance needs for the Signature event in the spring, 2020 will be reviewed when the location of the event is firmed up.

Seaside Chamber of Commerce: There has not been a formal presentation on ENCORE at this time.

Outreach to Senior Living Centers: Dave reported meeting with the Clatsop Retirement Center's Activity Director. There are currently 74 Seniors living at the Center. There is a meeting room available for an ENCORE class. There is minimal parking availability. One item discussed was the possibility of providing a class such as "Where in the World?" during spring term when the \$25.00 membership fee would be in effect.

ENCORE Logo: Ellen showed three logo designs to the Board. Leah shared that she had designed the Logo favored by the Board. Ellen made a motion that Leah's design become the new ENCORE logo. Dave seconded the motion. The motion passed with no dissent.

Policies and Procedures Document: Dave led a detailed review of his first draft of the document. Board members provided specific input and editing suggestions on structure, content and policy. Dave requested that the Board contact him for additional contributions. The document will be reviewed at the next ENCORE Board Meeting.

NEW BUSINESS:

Rollie brought up for consideration that ENCORE might become more active on current world issues which might include contemporary debate topics such as: Climate Change. Dave pointed out that ENCORE is an apolitical organization. Discussion ensued. In summary Dave stated that ENCORE classes can include a variety of topics that may evoke different points of view. Membership may participate in discussions or choose to leave a class.

ANNOUNCEMENTS AND ADJOURNMENT:

The October Board Meeting will not be held due to the absence of two members; currently, there are no pressing issues to resolve. The next meeting will be held on Monday, November 25 at 1:00 pm. Tom will be unable to attend the November Board Meeting.

ENCORE classes begin the week of September 30th. The Holiday Bash is scheduled for Saturday, December 7th.

Dave adjourned the meeting at 2:57 pm

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

Funds Available July 1, 2019	\$10,577.62
Membership Income	3,200.00 *
Donations/Sponsorships	0
Special Event Income	0
Expenditures	<u>-2,403.75</u>
Funds Available September 18, 2019	<u>\$11,373.87</u>

<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	914.65	\$85.35
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	219.95	\$80.05
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>2403.75</u>	<u>\$5,496.25</u>
Net Income/(loss)		\$796.25	

* Membership: 74 total, includes 9 free. 5 are new members. One check being held.