

**ENCORE Learn**  
**Membership Committee Meeting**

1 of 4

Tuesday, May 14, 2024

**Members Present:      Members Not Present:      Guests:**

Rollie Lindstrom, Chair      Charlotte Thiringer  
Donn Ketner, Secretary      Sharon Borgardt  
Susan Wells  
Elfi Gross, Sunshine  
Aletha Westerberg

Rollie Lindstrom, Chair, opened meeting at 2:07 pm

Donn moving out of Astoria and needs to turn the MIS manager position over to another volunteer  
Aletha Westerberg indicated that she is willing to take over the position  
Donn and Aletha to meet to work on the turn over  
Donn's position as secretary also needs to be replaced - no one volunteered

Agenda Item 1 - Minutes

April 14, 2024 meeting minutes tabled for approval until next meeting  
Additions, deletions, corrections to be sent to Donn Ketner, Secretary

Agenda Item 2 - Membership numbers = 71

Rollie and Donn to compare members to confirm member list

Agenda Item 3 - Annual Meeting

Friday, June 14, 2024

1:00 pm to 4:00 pm

Location: CCC Columbia Hall, Room 219

Food and beverage to be provided. (Pizza to be provided by ENCORE)

Beverage - water, coffee (Keurig coffee maker and K pods)

Pizza to be ordered once a member head count is taken

Checklist of supplies. (Elfi Gross to verify availability of supplies)

Paper plates

Cutlery

Cups

Paper plates

Keurig coffee maker

Keurig K pods

Bottled water

Flowers for each table

Information on Annual Meeting out to members by email and facebook

Rollie will work with Craig Holt to issue information to members

Breakout sessions are planned for member subgroups, however, round tables will not be available

Rectangular tables will be placed to accommodate the member subgroup discussion

A list of questions will be provided to each member subgroup and board members will record

responses

Agenda Item 4 - Next membership meeting

2 of 4

Reminder that the June 17, 2024 committee meeting will be a work session to prepare for mailing membership renewal materials

Included will be mailout to non-renewed members going back 3 years

Need: Mail labels for current and past members

Mail labels for - CCC return address x 2

Agenda Item 5 - Review list of non-renewals

Non-renewed members who are no longer living in this area were removed from the list.

Agenda Item 6 - ENCORE poster be be updted to include season dates and listing of fall classes

Rollie to send Donn information to be added and identify any information on the current poster that is not needed

Agenda Item 7 - Lunch Bunch

There will be no Lunch Bunch in June

Lunch Bunch will meet on the 2nd Friday in July

Agenda Item 8 - Any other new business

None

Meeting adjourned 3:24 pm.

Meeting minutes prepared by Donn Ketner, Secretary

Suggested additions, deletions, or corrections are requested and welcome

Email to: [dketner222@gmail.com](mailto:dketner222@gmail.com)

Or mail to:

Donn Ketner

1910 SE 3rd St.

Astoria, OR 97103

Or call my cell: 907-302-0008