

Meeting: CVEC Board of Directors
Wednesday, September, 16, 2009
3:45 p.m., Northfield Senior Center, Room 106


Present: Charlie Carlin, Judy Cederberg, Carroll Flaten, Joan Kark, Shirlee Madow, Lynne Pederson, Jon Rondesvedt, Susan Roosenraad

Staff: Bill Carlson, David Halsor, Barb Jenkins

Absent: Lois Burgoyne, Jim McDonnell, Lowell Johnson, Ed Lufkin, Myron Solid

1. Meeting was called to order by chair, Jon Rondesvedt at 3:45.
2. MOTION made by Charlie, seconded by Shirlee to approve the agenda with additions. Motion passed by unanimous vote.

3. CVEC calendar

A. Dates for the 2009-2010 monthly meetings are set for: 10-14, 11-18, 12-11(Christmas party), 1-13, 2-17, 3-17, 4-14, and 5-19. 

B. Review of the 2009-2010 calendar – Bill reported that the February 21st spring course publicity meeting with instructors will not be held. All over dates stand as set.

C. David reported that fall classes began the week of Sept 14. There are 197 registrations.

D. Fall membership meeting will be Oct 18, 2:00 at the Methodist Church.

4. Board Updates

A. Registrations – see C of the minutes.

B. Curriculum – Bill reported that nine classes are scheduled; still expecting other instructors to respond, so there will be 12 to 13 classes. Course descriptions will be on the web site in the next two weeks. Next year more teachers will be needed to teach classes. Bill asked members to talk to prospective instructors to see if they may be willing and interested in teaching courses.

C. Publicity – Bill reported that he and Ed have met and the newsletter will be ready for mailing around the first week of October. An article by Kathy Mellstrom will be featured.

D. Finance – Judy reported on the Fund Balance – ~~The total funds for 2008 were \$36,877~~ As of September, 2009, the total funds is \$69,375. The next CD due will be transferred to the savings account.

Income Statement- income is up this year compared to 2008. Expenses are increased this year compared to 2008. Additional expense this year includes the cost to re-design the web site. Judy suggests that the finance committee meet soon to plan the 2010 budget.

MOTION: Charles motioned to accept the finance report and seconded by Susan. Motion was unanimously approved.

E. Nominating – Joan reported that the nominating committee includes herself, Jon Rondesvedt, Liz Larson and Mollie Woerhlin. The committee met in March and May. The committee recommended at the May Board meeting that the terms of the officers would be limited to two three year terms. This will be on the October agenda for approval.

Joan also reported that the committee has written job description drafts for Board member and the Board chair position. The committee makes the suggestion to enlarge the Board up to eighteen members; more members bring in new ideas, more opportunities for people to serve as officers, etc. The numbers of members should be divisible by 3 to rotate terms, etc. Question: should the committee write job descriptions for the other officer positions. Committee also poses the question: Should staff be considered as Board members? What does the Board want the committee to pursue? Should there be a formal orientation for new member? Should there be a Board /Committee structure? Should the Nominating Committee address terms of service for staff? The questions were not discussed. The Committee is requesting a list of members, a list of people who have taken courses, and a current list of Board, staff, and committee members. There was an agreement of the Board members that the committee should continue to pursue their questions and work.

5. Discussion

A. CVEC fundraising effort – 2009-2010. Jon asked if there should be a bigger effort than sending a letter to members? The total received for 2008 was \$5,360 compared to the budget amount of \$8,533.

MOTION: Bill moved and Carroll seconded that the Chair should appoint 2 or 3 members to serve on a sub-committee to formalize a plan for fund raising. The motion passed by unanimous vote.

B. Faculty possibilities was reported by Bill in an earlier report.

C. Jon asked the question if there should be recognition, such as a Member diploma that recognizes members accomplishments – such as honoring for how many courses have been taken, etc. Member opinion is that special recognition is not needed. Opinion also was that logo shirts, etc. were not needed. A suggestion was made that the Board members have name tags provided for the Annual meetings.

6. Jesse James Days booth - member commented that the booth was too far away from the main traffic flow of people. Bill commented on how he tried to get the same spot as previous years. Carroll suggested that there is an event on Bridge Square in August that may be more appropriate to be involved in rather than the Jesse James Days Arts Fair. She will follow-up to find out information about the Bridge Square event.

A new display board to be used at events was shown.

7. Bill gave the Executive Director's report. The third annual Shakespeare Festival was very successful. The Fall meeting speaker is Ruth Hansen, speaking on the Holy Land. Lori Stankovic is coordinating the Fall meeting. A Learning in Retirement grant proposal has been submitted to the Minnesota Humanities Commission for \$10,000.

8. Closing comments

9. Meeting adjourned at 5:00.