

Cannon Valley Elder Collegium  
Board Meeting  
Minutes  
Wednesday, November 28, 2007

PRESENT: David Halsor, Operations Director; Myon Solid; Carroll Flaten; Vern Faillettaz, Chair; Bill Child, Director; Lori Stanley, Associate Director; Joan Kark; Judy Cederberg; Lois Burgoyne; Ed Lufkin; George Soule; Bill Carlson, Director; Jane Mc Williams, Secretary.

1. Call to order: Vern convened the meeting. He asked that the following resolution approved electronically by the board on October 4, 2007 be entered in the minutes:

The resolution was supported unanimously with helpful editorial suggestions. Final edition reads:

THE BOARD OF DIRECTORS OF THE ELDER COLLEGIUM WISHES TO CONGRATULATE ALENE FINK, NOT ONLY FOR HER CONTRIBUTIONS TO THE COLLEGIUM, BUT ALSO FOR HER LEADERSHIP AND MANY CONTRIBUTIONS TO THE NORTHFIELD COMMUNITY. ALENE, IN NORTHFIELD THERE IS NO RETIREMENT. WELCOME TO THE COMMUNITY OF POST-RETIREMENT VOLUNTEERS.

2. The minutes of the September 26, 2007 meeting approved as corrected.
3. Chair's announcements;

\*Dick Cantwell has been hospitalized for tests

\*Date for the board reception at the Faillettaz is December 19, 3:30 p.m. (fills quota for meetings)

4. Report of Director

Bill explained the reorganization of administration. He had previously sent the board an email explaining the change in the job description of the Operations Director

\***Motion** (Carlson/Soule): that the board received the update of new report of job description

\***Motion** (Carlson/Lufkin): to appoint David Halsor Operations Director.

\*Thank you notes for fund drive are current.

\*Bill has had further discussions with senior center in Faribault. Two introductory sessions will be given to interested groups there.

\*Hoeft foundation no longer exists – so we won't have an extension of their grant.

\*Humanities Commission small grant (from legislative appropriation for senior programs) has been applied for.

\*Larry Walsh helping with centralized database

\*Kildahl Park Pointe interested in having classes at their location

\*Room at Retirement Center for Myrna's class – will be investigated

#### 5. Financial Report – Associate Director

\*New board list distributed

\*Operation Report (Fall Term) Additional administrative expenses reflect Fall Meeting costs (not just classroom costs)

\*Fund balances 11/27/08 look good because of special gift and good results of fund drive.

\*Gift Report –Anonymous gift of \$7,500 – undesignated – received. Bill will keep it separate so we could do something special with it.

Joan – recommends that we talk with donor – donors are always pleased when organization stays in touch. Donor should be given recognition and told how gift was used.

\***Motion (Carlson/Solid):** That the finance committee make recommendations for use of this special gift.

\***Motion:** (Carlson/Solid): That finance committee makes recommendations for use of any surplus from the fund drive.

\*CVEC is in good financial condition.

\*Course Evaluations: Note course suggestions –need suggestions of persons who could teach suggested courses.

Word of mouth more often mentioned as way student learned about CVEC.

\*Vern asked at what point do you cancel a course? 5 students or fewer. Dec. 14 is end of registration.

#### 6. Budget:

\***Motion** (Flaten/Lufkin): That the 2008 Budget is approved as recommended.

\***Motion** (Kark/Child): That the Finance Committee research and report the meaning of endowment, principal, and interest.

#### 7. Curriculum:

Had a good response to initial solicitation. Not a lot of action on curriculum in November. Waiting on contacting people this fall about teaching next year o give them a rest. Pleased with variety of courses mentioned so far. Goal 12/term. Curriculum Committee meeting next Thursday.

#### 8. Fall Meeting: Joan Kark

\*Thanks to Theresa Ballentine for historical notes and assistance; Lori for the mailing; professors for course descriptions; Board help; Carol Flaten's heirloom table cloths.

\* Joan reported she was the first volunteer coordinator of Fall meeting. – Unexpected occurrences made it challenging. It went well over all

82 attended

12 volunteers

\***Recommend:** move invitations from Theresa's computer to someone else – Her Mac is incompatible with PC

\*Length of course descriptions by professors discussed. Suggestions made re: shortening them. Myron said curriculum committee might discuss this.

\***Recommend:** Multiple committee structure for Fall Meeting, along with a coordinator. It took 2 months late July to mid October – to get more people working in different areas.

#### 9. Retirement Center Report: Lois Burgoyne

\*Major expansion in progress: adding 12 unit memory care unit; (January) 5 assisted living suites; 3 units below assisted living; 4 independent living in West; expanded dining rooms – full service kitchen. Main Street Café open to anyone on campus (community, too)

Big dining room in Retirement Center closing – new room closer to the wing to avoid necessity to wheel folks down. Not decided what will old space be used for?

New downsized Fireside Room, fitness room, theater, and market place.

New rooms spoken for – people moving in from some from existing parts – need to fill their previous spaces – she has her work cut out for her.

#### 10. Operations Director

\*Registration: As of Wednesday night 96 applications – one course filled. Now 140.

Tony Hillerman course is filled – 3 on waiting list

Myrna Johnson's – will go to 22 depending on space

Enrollment will be on web page tonight.

11. Should there be a volunteer coordinator? We'll discuss this at a future meeting. Administrative staff will come with a recommendation.

Meeting adjourned: 4:59 p.m.

Respectfully submitted,  
Jane B. McWilliams, Secretary