

*Cannon Valley Elder Collegium*

D-R-A-F-T

Minutes of Board Meeting

May 17, 2017

The meeting of the CVEC Board of Directors took place on Wednesday, May 17, 2017, at the Northfield Senior Center. Members present were Randy Cox, Joan Drenth, Mary Emery, Mike Harper, Jean Haslett, ~~Mary Ho~~, Steve Kelly, Ed Lufkin, Peg Morrison, Jerry Mohrig, Bob Speckhals, Dale Talley, and Dan Van Tassel. Also in attendance were staff members Barb Jenkins, Ed Langerak, Rich Noer, Dale Sommers, and Kathy Sommers. Confirming a quorum, Vice Chair Dale Talley called the meeting to order at 3:45 p.m.

1. Vice Chair Dale Talley asked if there were any additions or changes to the previously circulated minutes from the Board meeting of April 19, 2017. There being none, a motion to approve the minutes was made, seconded, and approved.
2. Dale welcomed new Board members Barbara Crouter (*in absentia*) and Mary Ho and recognized the retirement of Board members Randy Cox and Judy Mason (*in absentia*) and staff members Ed Langerak (having served as Curriculum Director since 2013) and Barb Jenkins (having served as Financial Director since 2009, a record length of tenure by a staff member).
3. In his report as Executive Director, Rich Noer announced the happy fact that a new Newsletter Producer had been secured. She is Linda Seebach. Linda, who responded the very day the announcement of the opening went out, is currently producing the newsletter for Mensa and previously worked as a journalist for several newspapers. As evidence of her qualifications for the job, she took the initiative to produce and forward to Rich a lookalike copy of the most recent CVEC newsletter!

Rich reported that he would be mailing letters of appreciation after June 30 to members whose donations over the 2016-17 fiscal year placed them in the Patron and Benefactor categories. When members of a couple make separate contributions, these contributions will be pooled in determining the appropriate category. So far it appears that there will be about 20 Patrons and 4 Benefactors. Total gifts to this point in the nearly completed fiscal year are approximately \$12,600, a significant increase over last year.

Rich also noted that he authorized a recent expenditure of \$214 for QuickBooks, the software Kathy Sommers highly recommended for handling our accounts in the future.

4. Operations Director Dale Sommers, referring to the previously circulated CVEC Enrollment Chart for all academic years since inception, reported that the total enrollment for the ending academic year constituted the second-highest enrollment on record, despite the necessity of having to cancel two courses in Spring term and one in Winter.
5. Curriculum Director Ed Langerak commented on the rich and varied list of courses already secured and tentatively scheduled for upcoming Fall and Winter terms, with a few others in the pipeline. The Curriculum Committee will meet in June to act on the roster of courses (with full descriptions), the final approval of which will be communicated to the Board for information. The courses, with their descriptions, names of instructors, and times and places of meeting, will then be announced together with registration procedures in the August newsletter. Details on additional courses to be held in Faribault are being finalized as well.
6. Dale Talley called attention to a recent article in the *Northfield News* announcing the retirement of faculty from Carleton and St. Olaf, 3 and 16 respectively, and suggested that it might be useful to contact the new retirees and extend to them a gift certificate to enroll in a class of their choosing. Ed reported that it has been his practice to contact recently retired faculty and invite them to consider offering Collegium courses in the future, but that he would include the lure of a free class for them, should the Board approve such an offer. It was decided that the possibility of a free course as an incentive to gain the interest of newly retired college faculty would be referred to the Executive Committee for further deliberation.
7. Financial Director Barb Jenkins highlighted the previously circulated CVEC Fund Balances sheet, noting a figure of \$101,534.85 for the total value of accounts as of May 14, 2017. This is the highest reported since March 2014.
8. Vice Chair Dale called for and received a motion and a second to approve the proposed 2017-18 CVEC Calendar of pertinent dates for meetings, registrations, and terms. The calendar leaves off the notation of an Annual Meeting, given that it was recently decided that the date of such will be shifted from Spring to Fall; the date of the next annual meeting is yet to be set for a Sunday in September or October, 2018. The calendar was approved as circulated.
9. Jerry Mohrig, whose return to join the Board as a sitting member at today's meeting pleased all colleagues, expressed his gratitude to Dale Talley for covering the responsibility of chairing the last two meetings in his absence and today's in his company, and gave his thanks for everybody's support during his recovery.

10. Note that our next regular Board meeting is scheduled for Wednesday, September 20, 2017.
11. Business having been completed, the meeting was adjourned at 4:20, at which time we were invited to go into party mode with cupcakes to celebrate the retirement of our outgoing Financial Director Barb.

Respectfully submitted by Dan Van Tassel, Secretary