

Cannon Valley Elder Collegium

Board Minutes, 11/16/2011

The Board of Directors of CVEC met at the Northfield Senior Center on November 16, 2011. A quorum being present, Board Chair ReJean Schulte called the meeting to order at 3:50 P.M.

1. An agenda having been circulated to the members of the Board prior to the meeting, Board Chair Schulte asked the Board to approve the agenda. Upon motion duly made and seconded, the agenda was approved unanimously and without discussion.
2. Board Chair Schulte next asked that the minutes of the October meeting of the Board be approved in the form circulated to the members of the Board prior to the meeting. A motion to approve was duly made and seconded. The minutes were approved unanimously in the form circulated, but with one spelling correction.
3. Executive Director Ed Lufkin reported on fund raising efforts. CVEC no longer seeks funding from the Minnesota Humanities Commission, whose requirements have changed and are no longer a good fit for CVEC. October 16th is “give to the Max Day,” and CVEC is participating. Also, Ed circulated a letter that had been sent to the membership via a bulk mailing. The letter, a copy of which is attached to these minutes, is scheduled to be delivered on Tuesday, November 22nd. Board Chair Schulte was the principle drafter of the letter. The hope is that CVEC can receive \$10,000 of gifts from the “Give to the Max Day” and fund raising letter solicitations.
4. Ed continued with the Executive Director’s report. He said CVEC is doing well, with a record 209 students signed up and paid for the Fall trimester. Fewer students are likely for the Winter term. Ed then mentioned two new initiatives, a film festival and “idea harvest,” discussed in some detail later in the meeting. Ed recommended that Board members go to the CVEC website, where the newsletter can be “viewed as a slide show.” Finally, Ed mentioned again the idea of

partnering with other organizations, as was done to set up and advertise two talks given in connection with “*The Tempest*.”

5. The next order of business was to discuss and adopt an amended outside Speaker Policy, as recommended by Operations Director Dave Halsor. After motion duly made and seconded, and following a short discussion, the following was adopted as an official CVEC Policy:

Instructors in CVEC courses who wish to invite guest speakers should discuss their plans with the Curriculum Director. Honoraria will ordinarily be no more than \$75 per speaker and should not exceed \$150 per course, except with the approval of the Curriculum Director. Total payments for speakers during an academic year may not exceed \$1,000 unless approved by the Board.

The policy will be Article 9.7 of the official Policies of CVEC, currently being maintained by Dave Halsor.

6. Curriculum Director Jim McDonnell reported that CVEC will offer 10 courses for the Winter trimester, one of which will be taught in two sections. Jim wished to be on record as being grateful to Ed Lufkin and Dave Halsor for their help in setting up the several courses.
7. Finance Director Barbara Jenkins and Finance Committee Chair Rich Noer discussed the Operational and Fund Balances Reports that had been circulated by email prior to the meeting. Barb noted that the Operational Report shows that the mid-August to Mid-November period in 2011 was far more successful than the comparable period the preceding year, due to an increase of \$3,050 in tuition receipts. Barb and Rich noted that there is a spending limit in the official Policies; this will be discussed at the next meeting of the Board.
8. Next, Katherine Collman passed around three scrapbooks that she had received from Liz Hankins. The books relate to CVEC, and contain clippings and pictures from years past. The books will be kept with the rest of CVEC’s records, at the Senior Center, and will be brought out at annual meetings and other events where they may be of interest. Then some newspaper clippings relating to the 1977 Carleton – St. Olaf “metric football game” were shared. They included pictures and an interview with Board member Jerry Mohrig.

9. A written proposal titled “Idea Harvest: A Collegium Community Outreach” had been circulated to the members of the Board prior to the October Board meeting, and Board members had been asked at that time to consider the proposal and come to the present Board meeting prepared to discuss it. Bruce Roberts, author of the proposal, was not able to attend the present meeting, but several questions regarding the proposal were discussed. Questions were raised as to whether the proposal would be effective in broadening CVEC’s membership and the scope of its course offerings. Because Bruce was absent, Board Chair ReJean suggested that the proposal be tabled until the next meeting of the Board.

10. Eric Nelson had previously proposed that the Board consider broadening its offerings by holding a film festival. Prior to the present meeting, Eric had discussed this with Board members Jim McDonnell, Rich Noer and Ed Lufkin and with Carleton’s Steve Richardson. Richardson has expressed interest, but wants to hear more details before proceeding. At the present meeting, Board members raised questions about the cost of showing films, and how costs could be reduced if the films were restricted to students, as distinguished from the general public. The Senior Center has a license to show some films, and it was suggested that the Center and CVEC might partner together in renting and advertising the films. Eric and Rich will continue to work on the concept and report to the next Board meeting.

11. Upon motion duly made and seconded and without discussion, the meeting was adjourned at 5:05 P.M.

Respectfully submitted

Michael H. Harper, Jr.
Secretary