

Cannon Valley Elder Collegium
Board Meeting
3:45 p.m., Wednesday, May 18, 2011

1. Call to Order – ReJean Schulte

Absences: Liaison from Northfield Retirement Center, Jerry Mohrig, Jim Holden

2. Welcome to New Board Members – Introductions, and appreciation by ReJean for those leaving the board: Chuck Carlin, Shirlee Madow, and Jane McWilliams

Anne Aby

Diane Hagen

Mike Harper

Bruce Roberts

Jon Rondestvedt – 2nd term

3. Agenda approved

4. Approval of Minutes of April 20, 2011 – Jon Rondestvedt (No changes submitted; approved as read)

5. Distribution and Review of CVEC Handbooks - Dave Halsor presented board notebooks to the above new board members, including recent minutes, financial statements, curriculum plans and other pertinent documents.

6. Review of Board Committee Assignments

a. Curriculum Committee – Jim McDonnell announced that Bob Bruce and Jerry Mohrig are new members of the Curriculum Committee, replacing two members who have left.

b. Publicity Committee – Ed Lufkin reviewed several aspects of this committee's function: website, newsletters, email blasts, Northfield News, links to other websites. The summer newsletter is scheduled for mailing on or about July 15.

c. Finance Committee – Richard Noer & Barbara Jenkins invited Chuck Carlin to share his long term experience with the committee's work. Chuck reviewed the functions of this committee: preparation of annual budget, annual drive for contributions, monitoring investment and savings account. Our finances are quite stable.

d. Nominating Committee – In Jim Holden's absence, Chuck Carlin described the functions of this committee: primarily to select responsible people as Board members, officers of the CVEC Board, and replacement members of the Nominating Committee.

7. Staff Reports

a. Executive Director – Ed Lufkin described this past academic year as successful in its mission, financial stability and robust registrations for

courses. He also emphasized the potential value of making close connections with the Carleton committees charged with developing the new Weitz Center for Creativity. The Weitz Center will open next September, and is centrally located with ample parking. It will offer multiple performance spaces, a cinema theatre, numerous teaching spaces, galleries, and other attractive options. Moved by Mike Harper that the Exec. Director assemble a group of 3 board members to begin conversations with the Carleton authorities behind the Weitz Center and report back to the board periodically. (Approved unanimously)

b. Operations Director– David Halsor mentioned the new calendar for 2011-2012 which is now available. Schedule for the next academic year includes course start dates, newsletter deadlines and board meetings. (Approved unanimously)

c. Curriculum Director – Jim McDonnell reviewed plans for the fall term, which now total 12 courses with the addition of a course on Hildegard of Bingen.

d. Finance Director – Rich Noer, Treasurer, said the Annual Financial Report for the State of MN needs a motion for approval. (Moved and approved unanimously) Barb Jenkins, Finance Director, presented an overview of CVEC finances. She described the combination of tuition and investments has increased CVEC net worth to \$83,000 for 2010, a new high.

8. “Unpacking” the spring annual meeting, May 1st

ReJean summarized the recommendations given at the Annual Meeting from the work groups of members. Board members are encouraged to review these in preparation for the September board meeting. The board will explore the member feedback in the context of task force groups which began this last year.

9. Task Force Groups

The chair summarized possible topics for task groups in the fall.

a. Publicity Committee/Marketing

Responses from the annual meeting to be examined and to identify which could be implemented.

b. Courses/Instruction

Process member responses and support/connect with the Curriculum Committee

c. Organization Policies & Bylaws Work completed this spring on first revision of Bylaws. Next step is to collect the policies, review them and organize in format that is useful to CVEC. This is already under way with a generous offer from Dave Halsor to gather these over the summer and begin working with a task force group in the fall.

We do not plan another board retreat this fall, but will continue to explore the ideas developed out of last fall’s retreat and through the last year.

Chair ReJean Schulte reminded the board of their opportunities to contribute to the work of the board through participation in the ongoing committee work. Current and new board members are encouraged to identify a committee or task group that connects to their personal interests and skills.

10. Adjourn at 5:10 PM