

# **Minutes: Sept. 14, 2011, Meeting of the CVEC Board and Staff**

## **Northfield Senior Center, Rm 103**

- 1. The meeting was called to order at 3:45 PM by President ReJean. A social period preceded the meeting by half an hour, after the summer hiatus. Absent: Lynne Pederson and Susan Roosenraad. The agenda and minutes of the May meeting were approved.**
- 2. We welcomed the new liaison member of the board, Milosha Malecha, representing the Northfield Retirement Center.**
- 3. David Halsor passed out the revised roster of board and committee members and the CVEC calendar for 2011-12.**
- 4. ReJean extended a cordial invitation to her home for the December social gathering, offering two dates, Dec. 4 afternoon and Dec. 9 evening, and the suggestion to discuss these dates with family members and get back to her on the best date.**
- 5. Summer activities were summarized by David Halsor, policy review; document retention, Mike Harper; and budget process, Rich Noer and Barbara Jenkins.**

**Mike recommended keeping copies of minutes, policy and bylaws permanently, and that documents being voted on be attached to the minutes of each meeting.**

- 6. Operations report: David noted a record enrollment of 206 for the fall 2011 term; the previous record was for fall 2009, when it was 205. The Bylaws are now more concise and are separated from our Policy statement. Compensation for teachers and guest speakers was discussed and will be voted on at the next board meeting.**
- 7. Curriculum report: Jim McDonnell noted that the winter term now has 5 definite courses arranged, and 3 more which are tentative. He called for more suggestions.**
- 8. Financial report: this was summarized by Rich Noer and Barb Jenkins. (See attached.)**
- 9. Publicity report: Ed Lufkin noted the addition of a new tool, the Welcome Services, which costs \$162/year and includes the CVEC brochure in the packet**

going to any new resident moving to Northfield and surrounding communities. Katherine Collman organized and summarized this activity.

Our distribution of fliers has been markedly increased, thanks to Jim Holden. The June Newsletter has been dropped, and the three others will be continued, before each term begins. This change does not seem to have affected the course registrations, which (as noted above) are at an all-time high.

10. Bruce Roberts presented his recommendation that we make periodic presentations to local church congregations about CVEC, since our courses go far to improve the well-being of our membership and their sense of “worthwhileness.” We’ll hear more about this excellent suggestion in future meetings.

11. The meeting adjourned at 5:15 PM. The next meeting will be Oct. 19, 3:45 PM.