

## **Cannon Valley Elder Collegium Board Minutes, March 18, 2015**

The Board of Directors of CVEC met at the Northfield Senior Center on March 18, 2015. Board members Anne Abby, Jerry Mohrig, ReJean Schulte, Peg Morrison, Randy Cox, Richard Crouter, Joan Drenth, Phil Eaves, Mary Emery, Jean Haslett, Ed Lufkin, Judy Mason, Eric Nelson, Dale Talley, Gary Wicks and Michael Harper were present. A quorum being present, Board Chair Jerry Mohrig called the meeting to order at 3:44 P.M.

1. Jerry asked the Board to approve the agenda that had been circulated to the members of the Board prior to the meeting. Upon motion duly made and seconded, the agenda was approved unanimously.
2. Jerry next asked that the minutes of the February 18, 2015 meeting of the Board be approved in the form circulated prior to the meeting. A motion to approve the minutes in the form circulated was duly made, seconded and approved unanimously.
3. Jim Holden, Chair of the Nominating Committee, circulated a Nominating Committee Report for the 2015-16 academic year. At Jerry Mohrig's request, Jim briefly discussed the qualifications of JoEllen Schulz and Dan Van Tassel, the two persons not currently serving on the Board who are to be nominated for three-year terms as members of the Board. Jerry also suggested that the Report should be completed by adding the names of three current members of the Board who are to be nominated for additional terms.
4. ReJean Schulte reported that planning for the spring Annual Meeting of members was well under way. An ad hoc committee of ReJean, Jerry, Phil Eaves, and Dale Talley had met the week before. The major conclusion of the committee was that more time ought to be allotted to the social time before the formal meeting, and correspondingly less to the formal portion of the meeting. Several Board members spoke in favor of this suggestion. ReJean then reported the meeting plans in considerable detail. The meeting will take place at St. John's Church at 2:00 pm on Sunday, May 3<sup>rd</sup>. Jim McDonnell, a frequent and popular instructor and former Curriculum Director, will be the keynote speaker.

5. Executive Director Rich Noer reported that registrations for the spring term were once again at a record level, and that if at least 23 people register for this summer's film classes, the 2014-15 academic year will be the fourth record year in a row. Rich also noted that evaluations received from winter term students were "very strong."
6. Dale Sommers gave the Operations Director's report. In order to streamline the on-line evaluation process, Dale will be trying out "SurveyMoz," which he characterized as cheap, easy to use and anonymous. Dale said he would be testing SurveyMoz by sending out requests for evaluation to all the members of the Board. He asked that each member respond when the request is received.
7. Two hundred nine registrations were accepted for spring term classes, the first time spring term registrations have exceeded 200. Many first-day registrants had to be turned away, and Dale initiated a discussion about how this could be avoided in the future. Board members mentioned that higher class limits and additional courses might mitigate this problem, but there has been some push-back about increased class size, and everyone agreed that new courses ought not to be added unless the quality of courses could be maintained.
8. Ed Langerak gave the Curriculum Director's report. Nine classes have been confirmed for the fall 2015 term and twelve additional courses are tentatively planned for the winter and spring 2016 terms. Ed said that he had recently reviewed evaluations for the most recent 23 courses and that they were "generally excellent." However, there was considerable criticism in the area of classroom technology. Ed concluded that instructors who use technology ought to take the time to learn to use it well.
9. Barb Jenkins gave the Finance Director's report. CVEC was \$1353 better off on an operating basis, as compared to the prior year. This was mainly due to gifts received from course registrants in addition to their registration fees. The additional gifts were offset by \$530 of additional instructional fees. Barb had circulated a fund balance report before the Board meeting, and that report went without comment.
10. Jerry reported that he and Rich had another meeting with the Faribault ad hoc committee to discuss the proposal to hold CVEC classes in

Faribault. Three instructors have been identified, each of whom would teach a four-week class, probably at the Faribault Senior Center. One course is planned for each term, commencing in the fall term, 2015. Jerry will ask for Board approval by vote, once details have been worked out sufficiently.

11. Jerry reported that the Executive Committee had met and discussed a number of matters. One suggestion, to be further thought through and ultimately brought to the Board, is to raise the fee for an eight week course from \$50, where it has been set since CVEC's founding, to \$60. Jerry confirmed that CVEC's financial situation is solid, and there is no immediate reason to act on this proposal. However, he asked that Board members give it some thought.
12. The next business to come before the Board related to the proposed restated CVEC Policy Manual. The Manual, in "final" form but with changes marked, had been circulated before this Board meeting. Rich briefly discussed two non-substantive changes that had been made since the Manual was discussed at the February Board meeting. Upon motion duly made and seconded, and following a brief discussion, the Policy Manual was approved by the unanimous vote of the Board. A clean copy of the Manual as approved is attached to these Minutes. Several members of the Board thanked Rich and Jerry for their hard work on the revised Manual.
13. Finally, Eric Nelson reported that the main outlines of the 2015 film festival have been set and agreed to with Carleton College. As in past years, there will be four films, shown free of charge to the general public on Tuesday evenings beginning July 7<sup>th</sup>, and four classes presented by four different instructors on Wednesday mornings, beginning July 8<sup>th</sup>. The charge for the four classes will remain at \$25.

The meeting was adjourned at 4:56 PM.

Respectfully submitted,

Michael H. Harper, Jr., Secretary