

**Cannon Valley Elder Collegium
Board Minutes, February 15, 2017**

The Board of Directors of CVEC met at the Northfield Senior Center. Board members present: Jerry Mohrig, Dale Talley, Judy Mason, Joan Drenth, Eric Nelson, Ed Lufkin, Bob Speckhals, Jean Haslett, Steve Kelly, and Peg Morrison. Also in attendance were staff members Barb Jenkins, Ed Langerak, Rich Noer and Dale Summers, as well as Kathy Sommers and Perry Mason. Confirming a quorum, Chair Jerry Mohrig called the meeting to order at 3:45 p.m.

1. Chair Jerry Mohrig asked if there were any additions or corrections to the previously circulated agenda. There were none.
2. A motion to approve the minutes from the Board meeting of January 18, 2017 was made, seconded, and unanimously approved.
3. Executive Director Rich Noer introduced Perry Mason as the next Curriculum Director accompanied by enthusiastic applause and expressions of delight from Ed Langerak. Perry was warmly welcomed and affirmed. Perry will formally begin his duties at half salary on March 1 while serving with Ed during a period of transition until fully assuming his position as of July 1, 2017.

Rich then noted the new configuration of tables in our meeting room (Senior Center 106), set up to demonstrate a way of allowing larger class enrollment (see item 9 below). Five islands of paired tables had been set up to seat four people each, accommodating all 20 of us, with all roughly facing the front.

Rich reported that he and Jerry Mohrig had attended the Faribault Rotary Club to inform participants of the evolving CVEC opportunities occurring within the Faribault community. The response was positive and well received.

Rich next indicated the Weitz Center will not be available for the Summer Film Festival due to the completion of the current construction project. A discussion on alternatives commenced, but factors of cost, location, program and other complexities led Eric Nelson to recommend no 2017 festival. Jerry Mohrig requested a show of hands on not providing a 2017 summer film festival. Board members unanimously affirmed the recommendation without a formal motion. A need was noted for publicity informing the community.

4. Operations Director Dale Sommers indicated already receiving 48 registrations for Spring courses. Dale also noted a total student capacity for Spring of 305 due to the addition of courses and increase in class sizes limits. The reported figures included in the previously mailed Registration Summary for Winter 2017 were self-explanatory.
5. Curriculum Director Ed Langerak met with the staff of the Northfield Public Library to inquire about a meeting room for CVEC classes. If Ed could arrange two or three extra presentations by guest lecturers at the library there would be no cost for the room. There are 48 chairs available for full room usage with a general capacity of 20-25 when at tables. Jim McDonnell will be leading a spring class using tables with a limit of 25 students. This is a “try it out” endeavor.

6. Peg Morrison presented a projected budget for July 1, 2017-June 30, 2018 in which the fiscal year now matches the academic year. This is a milestone accomplishment which has been in process for three years. The proposed budget includes an intended \$2,000 deficit due to salary increases for directors, and the Board should realistically expect to use “endowment funds” to meet expenses for the next two years while working to increase giving. The actual cost per class participant will be \$70 but keeping registration at \$50 per student is recommended for the next two years before considering any fee changes. A motion was made by Steve Kelly and seconded by Dale Talley to approve the budget with a \$2,000 potential deficit. The motion passed unanimously.
7. As the chair of the Nominating Committee Perry Mason presented an update in three primary areas of committee responsibility.
 - a. Of the sixteen current members on the Board, eight have terms expiring on May 31. The following persons are eligible for an additional three-year term and have agreed to be nominated: Dale Talley, Peg Morrison, Joan Drenth, and Phil Eaves. Bob Speckhals was appointed to an unexpired term and has indicated a willingness to be nominated for the one remaining year of said term. Ann Aby whose second three-year term was nearing conclusion died unexpectedly on Nov. 21, 2016, while Randy Cox and Judy Mason prefer not to serve an additional term. Barbara Crouter and Mary Ho are both willing to be nominated for three year terms. Presuming formal affirmation of the ballot at the Annual Meeting, there will be 15 Board members beginning June 1.
 - b. The following persons have agreed to be nominated for Board officer terms during the academic year 2017-2018: Dale Talley-Chair, Phil Eaves-Vice Chair, Peg Morrison-Treasurer, and Dan Van Tassel-Secretary. Board officers will be elected at the Annual Meeting.
 - c. The following persons have agreed to be nominated for Nominating Committee positions for 2017-18: Pat Rice, Jane McWilliams, and Tim Madigan. (Phil Eaves has been currently serving as the Board representative.) A chairperson will be elected at the first meeting of the committee.
8. Dale Talley reviewed plans for the Annual Meeting at St. John’s Lutheran Church on Sunday, March 25, 2017. A sheet for Board volunteer workers was circulated. The theme, program presenters and additional items will be summarized and reviewed at the March 15 Board meeting.
9. Jerry introduced a course capacity discussion consisting of three resolutions. A motion was made by Steve Kelly, seconded by Dale Talley, to debate the separate resolutions listed below as a single resolution. Motion passed.

Resolution 1. When the Operations Director recognizes during the registration period that a course is likely to be substantially oversubscribed, the Curriculum Director will ask the instructor if he or she will consider adding a second section (to be announced before the **end** of the registration period).

Resolution 2. Instructors will be made aware of the maximum capacity of the rooms they request or are assigned. In consultation with the Curriculum Director, they are authorized to set a lower enrollment limit if it is needed for the pedagogy they plan to use. (This must be done before the **beginning** of the registration period.)

Resolution 3. We will strive to provide at least 13 sections in Northfield and 3 more in Faribault each term. This reaffirms our current goals.

General comments and impressions were offered sequentially with each resolution. Dale Sommers noted key items of significance in the concluding parenthetical phrases of the first two resolutions. Dale also drew attention to a sheet listing current venues with student capacities and related data provided for instructors and other CVEC usage. Ed Langerak recommended removing “courses/” from the term “courses/sections” in Resolution 3 as originally presented.

The three separate items were unanimously approved as a single resolution.

Note the next regular Board meeting is scheduled for Wednesday, March 15, 2017 and the Annual Meeting of Members is to occur on Sunday, March 26, 2017.

The meeting adjourned at 5pm.

Respectfully submitted by Phil Eaves,
Secretary pro tem