

Cannon Valley Elder Collegium

Minutes of Board Meeting

September 19, 2018

The meeting of the CVEC Board of Directors took place on Wednesday, September 19, 2018, at FiftyNorth. Members present were Dale Talley, Phil Eaves, Peg Morrison, Barbara Crouter, Dan Van Tassel, Eric Nelson, Jerry Mohrig, Bob Speckhals, Ed Lufkin, Jean Haslett, Joan Drenth, Karolyn Bertelsen, and Mary Ho. Also in attendance were staff members Rich Noer, Perry Mason, and Bill Rizzo.

1. Confirming a quorum, Chair Dale Talley called the meeting to order at 3:45 p.m.
2. Dale asked if there were any additions or corrections to the previously circulated minutes of the Board meeting of May 16, 2018. There being none, a motion to accept the minutes as presented was made, seconded, and carried.
3. Dale introduced new Board member, Karolyn Bertelsen. Members reviewed the 2019 - 2020 chart of Board membership, and Dale encouraged members to call Phil Eaves with ideas regarding possible Board candidates. Dale updated the Board on the search for a new Executive Director. She said that the person in this position should be someone already involved with the CVEC and knowledgeable regarding its operations. She will keep the Board informed as the search process moves forward.
4. Rich asked Board members to check the information on charts of Board, staff, and committee membership, and to advise him of any corrections that need to be made. Rich reported that the new voting process went very smoothly, with 65 online votes and 2 paper ballots cast. With regard to classroom technology support, Rich reported that Jim Pierret, who is retired from a similar position at Carleton College, will work with CVEC instructors to ensure effective use of technology in the classroom. He has done training of instructors for the Fall term, and Aldrich Technology has agreed to provide back-up assistance as needed and when available to do so.
5. Registration and Finance Director Bill Rizzo presented the Summer 2018 Film Festival registration summary, noting that the audiences for the films were impressive, but that participation in the seminars was decreased from previous years. He also reported on Fall term course registration, noting that there are twelve courses, presented in fourteen sections, and 218 registered students. Last year the Fall term had fifteen courses and 229 students.

6. Curriculum Director Perry Mason reported on the outlook for Winter and Spring 2019 terms. He said that the Curriculum Committee is currently looking at proposals, and it appears that there will be about fifteen Winter courses, and planning for the Spring is looking very positive, also. Members with ideas regarding faculty or courses are encouraged to call Perry. The importance of student evaluations was discussed, and Perry said that he would e-mail students, encouraging them to complete the evaluation surveys and that he would urge faculty to remind students about this.
7. Registration and Finance Director Bill Rizzo and Board Treasurer Peg Morrison presented the Annual Report for 2017-18 and the current Operations and Fund Balances reports.
8. Dale reported on planning for the Annual Meeting scheduled for October 21. She circulated a sign-up sheet for tasks that will need to be done the day of the meeting, and noted that she has ordered pies, paper goods, and flowers. There will be an evaluation of the change in meeting time (Fall rather than Spring) and format (social time moved to the end of the meeting).
9. Board members present decided to change the November meeting date to the 28th, as the scheduled date of November 21 is the day before Thanksgiving.
10. Film Festival Committee Chair Eric Nelson discussed the decreased seminar attendance noted in Bill's report, pointing out that this was the first time that the festival did not cover all of its expenses. In response to a question, he said that the shortfall was several hundred dollars. Eric said that Rich had conducted a survey of persons who had attended seminars previously but not this year, soliciting reasons for their non-participation, but that no consistent pattern of responses emerged. The Film Festival Committee will meet in February to plan a meeting with seminar presenters to solicit feedback and to begin planning for 2019. Rich reported the Committee's recommendation that, for 2019, we continue with the past festival format and not be overly concerned at this time with the costs and seminar enrollment.
11. The meeting was adjourned at 5:07 p.m. The next regular meeting is scheduled for Wednesday, October 17, 2018.

Respectfully submitted,

Mary Ho, Secretary