

## **Cannon Valley Elder Collegium**

### **Minutes of the Board Meeting**

**January 16, 2019**

The meeting of the CVEC Board of Directors took place on Wednesday, January 16, 2019, at FiftyNorth. Members present were Dale Talley, Peg Morrison, Jerry Mohrig, Jean Haslett, Ed Lufkin, Karolyn Bertelsen, Barbara Crouter, Dan Van Tassel, Bob Speckhals, Joan Drenth, Phil Eaves, Steve Kelly, and Mary Ho. Also in attendance were staff members Rich Noer, Bill Rizzo, and Perry Mason.

1. Confirming a quorum, Chair Dale Talley called the meeting to order at 3:48 p.m.
2. Dale asked if there were any additions or corrections to the previously circulated minutes of the Board meeting of November 28, 2018. There being none, a motion to accept the minutes as presented was made, seconded, and carried.
3. Dale presented the recommendation of the Executive Committee to approve Carol Rutz for the position of Executive Director of the CVEC upon the retirement of the current Executive Director, Rich Noer. Dale began by reading Carol's application letter, followed by a review of Carol's credentials. These include broad experience in the fields of education and administration, a variety of positions at Carleton College, and experience as an Elder Collegium student. Rich followed up with a description of his work with Carol and his recruitment of her as a candidate for the Executive Director position. Jerry moved and Ed seconded that Carol Rutz be approved as next CVEC Executive Director. The motion carried unanimously.
4. Rich began his report by noting the recent death of Pat Surratt, a long time Elder Collegium supporter who completed over 70 courses. Regarding the 2019 summer film festival, Rich reported that the Weitz cinema upgrades planned for this summer include replacing the projector, enlarging the projection booth, and programming the projector to interface with other Carleton technology. Given the likely timing for this work, Rich recommended that the film festival be postponed until August. Rich said that he will contact our Film Festival Committee and make this recommendation. Rich concluded his report with a request that Board members refer to our organization, both in public and amongst ourselves, as the Elder Collegium rather than as CVEC or other shortened version of our organizational name.
5. Bill reported that there were 12 Winter term courses, with 13 sections and 206 registrations. One course was cancelled because of low enrollment and there were 33 persons who did not get their first choices because of courses being oversubscribed. Twenty-one students were from Faribault and one course was presented in Faribault.

6. Perry reported that there are 11 courses planned for the Spring term, 8 in Northfield and 3 in Faribault, with a total of 249 student slots. He and the Curriculum Committee are already planning for 2020 courses.
7. Reviewing the operations report, Bill noted that we are a little behind on tuition revenue and ahead on contributions income, and that he and Peg expect the budget to be in balance by the end of the current fiscal year. As part of the overview of the fund balances report, Bill also acknowledged a recent donation of stock valued at \$20,048.58.
8. Peg reviewed the Charitable Organization Annual Report Form and asked for approval to submit the report to the Minnesota Attorney General's Office. Steve moved and Jerry seconded that the report be submitted. Motion carried.
9. Peg reported on the Finance Committee recommendation regarding use of the recent donation (see #7 above) to CVEC from Philip and Jennifer Ebeling on behalf of dedicated Elder Collegium students Bill and Maribeth Dekker. She said that the committee recommends that the donation be internally designated as a "Dekker Fund" for technology-related classroom and teaching needs. The committee wants the use of the funds to be broadly based on technology, with limited restrictions. Possible uses include partnering with the Northfield Retirement Community to upgrade technology in the Nygaard Theater and upgrading Bluetooth capability at other locations. Peg moved and Dan seconded the following motion: That the proceeds from the Dekker Fund be internally designated for classroom or teaching needs as such needs arise. Motion carried.
10. At its November 28, 2018 meeting, the Board asked the Finance Committee to review and make a recommendation regarding the amounts of money that should be kept in savings and in the Schwab accounts. Based on the recommendation of the Finance Committee, Peg moved and Jerry seconded that the monies in the Bank Savings account be transferred to the Schwab Equity account. Motion carried.
11. Jean Haslett reviewed a report on the distribution of Elder Collegium brochures in Northfield and Faribault. Bob said that he would take brochures to the retirement homes in Faribault.
12. The meeting was adjourned at 4:48 p.m. The next regular meeting is scheduled for Wednesday, February 20, 2019.

Respectfully submitted,

Mary Ho, Secretary