

Cannon Valley Elder Collegium

Minutes of Board Meeting

January 15, 2020

The meeting of the CVEC Board of Directors took place on Wednesday, January 15, 2020 at FiftyNorth. Members present were Dan Van Tassel, Phil Eaves, Dale Talley, Karolyn Bertelsen, Bob Speckhals, Art Higinbotham, Barb Crouter, Joan Drenth, Peg Morrison, and Mary Ho. Also in attendance were staff members Carol Rutz, Perry Mason, and Bill Rizzo; former CVEC Executive Director, Rich Noer; and Faribault Committee Co-Chair, Sue Carlson. Absent were Board members Steve Kelly, Susan Evans, and David Norman.

1. Chair Dan Van Tassel called the meeting to order at 3:45 p.m.
2. Dan asked if there were any additions or corrections to the minutes of November 20, 2019. There being none, a motion was made by Peg Morrison and seconded by Bob Speckhals to approve the minutes as presented. Motion carried.
3. Bob Speckhals and Sue Carlson gave the Faribault Committee report. John Blackmer and Faribault High School students Sam Temple and Logan Ledman are again offering to teach courses, and the committee is actively seeking more instructors. Sue Carlson is increasing the outreach to potential students in the Faribault area. Some topic ideas for courses are Faribault city government, spotlight on local businesses, Somali culture/geography/history, and Native American history.
4. Carol Rutz asked for comments on the previously circulated website upgrade proposal from Sean Oleary. Following some discussion regarding the online registration feature that will be part of the upgrade, Dale Talley and Bill Rizzo both spoke in favor of accepting the proposal. Dale moved and Art Higinbotham seconded that the CVEC Board accept the proposal from Sean Hayford Oleary Design. The motion carried unanimously. Next, Carol presented the 2020-2021 CVEC calendar for approval. Barb Crouter moved and Peg seconded that the calendar be approved as presented. Motion carried.
5. Dan and Carol led a discussion regarding use of the Dekker Fund dollars. Broad categories for fund uses were for students and instructors, marketing, grant opportunities, and general CVEC welfare. Ideas that were discussed included
 - Arranging at least an annual gathering (maybe wine and cheese) of retiring faculty from Carleton and St. Olaf and possibly other nearby schools, to introduce them to some current CVEC faculty and to the Elder Collegium and how they can become involved as students and, hopefully, instructors
 - Streamlining procedures for reimbursing faculty for printing and other teaching related needs

- Recruiting faculty who are already teaching courses similar to the CVEC format in other communities, and offering mileage reimbursement for travel to Northfield
- Offering reimbursement to course instructors for the purchase of teacher copies of textbooks that they will be using in their courses
- Using funds to cover the cost of field trips, including transportation
- Offering honoraria for guest speakers during courses

Following the discussion, Carol suggested that some of these ideas be referred to existing CVEC committees for follow-up. It was also agreed that CVEC would do something to recognize the contributions of the Dekker family to CVEC.

6. Bill noted that fund balances are good and that the Operations Report reflects only a partial fiscal year and also shows that budgeted amounts for tuition income and for instructor reimbursement were too high. Treasurer Karolyn Bertelsen added that CVEC is no longer a client of Carlson Capital Management. Karolyn said that funds recommended by Carlson as investments for CVEC are excellent and that the Finance Committee has decided to continue the current investment strategy. She also said that the Committee had talked with Leota Goodney with regard to doing a financial review, but that Leota had responded that she thought that the Finance Committee could do its own review, especially since some of the Finance Committee members are not CVEC Board or staff members.
7. Perry Mason reported that he has 12 courses for sure for Spring 2020. For Fall 2020 he has 5 courses thus far and 4 courses for the Winter term. There are 2 Faribault courses planned at this point, and he is hoping to have more.
8. Nominating Committee Chair Phil Eaves said that he has contacted some potential candidates for Board member positions, and he again stressed the importance of identifying potential CVEC Board members through student and faculty interaction during courses.
9. Publicity Committee Chair Joan Drenth said that with Joan Stoesz retiring after more than 20 years as volunteer mail coordinator, the Publicity Committee is seeking a volunteer to fill that role. Following outreach to CVEC members and others, Joan has received 4 letters of interest. The Publicity Committee has reviewed the information submitted and chosen a candidate from this group, however the position is open until January 17 and so no action will be taken before that time. Joan will notify committee members if any additional letters are received. If there are none, she will contact all of the applicants. Joan also noted that a recent e-mail sent to more than 800 CVEC members and other contacts was opened by only 28% of recipients. And she questioned the need for more outreach to potential students, given the fact that already people are being turned away because courses are full. There was agreement on the need to recruit more instructors.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Mary Ho, Secretary