

## Cannon Valley Elder Collegium

### Minutes of Board Meeting

May 20, 2020

The meeting of the CVEC Board of Directors took place on Wednesday, May 20, 2020, with members participating remotely using Zoom technology, with Perry Mason serving as host. Members in attendance were Dan Van Tassel, David Norman, Art Higinbotham, Sue Evans, Barbara Crouter, Karolyn Bertelsen, Peg Morrison, Joan Drenth, Steve Kelly, Bob Speckhals, Phil Eaves, and Mary Ho. Also attending were staff members Carol Rutz, Perry Mason, and Bill Rizzo; and Faribault Committee Co-Chair Sue Carlson. Absent was Board member Dale Talley.

1. Board Chair Dan Van Tassel called the meeting to order at 2:03 p.m.
2. Dan asked if there were any additions or corrections to the Board minutes of April 15, 2020. There being none, it was moved and seconded that the minutes be approved as presented. Motion carried.
3. Carol Rutz led a discussion regarding the status of the CVEC annual meeting currently scheduled for October 11, 2020. The initial discussion centered around whether a meeting, if it is held, should be in-person or online. Sue Evans pointed out that it seems inconsistent to cancel fall term courses to avoid in-person situations, while possibly holding an in-person annual meeting. The general sentiment was to wait to make a decision later in the summer, although Barbara Crouter did remind the group that the deadline for ordering the pies is mid-August. Dan suggested that the newly constituted Executive Committee plan to meet by mid-August to make a decision about the annual meeting, and David Norman moved and Art Higinbotham seconded that the Executive Committee be authorized to make decisions on behalf of the Board during the summer months. Motion carried. Next, Carol reported on a grant opportunity from the Spencer Foundation in Chicago. Carol said that she is working with research staff at Carleton College to develop research questions related to resilience in the face of change as it relates to teaching and learning during this time of global pandemic. She said that the Spencer Fund seeks to support projects that re-imagine educational opportunities during the COVID-19 pandemic and that attempt to understand and disrupt educational inequality brought on by the pandemic. If approved, the funding would be for two years and would go directly to Carleton, with results being relevant to CVEC and its mission. And with regard to printing of CVEC summer mailings, Carol said the Carleton Print Shop is offering Tuesday and Thursday curbside service at the present time, but Print Shop staff are not sure if they will be working this summer.
4. Perry Mason began his report by telling members that the Executive Committee had decided that the fall term would not include in-person courses. Factors involved in the decision included probable unavailability of venues for courses, the possibility that the Governor might not allow gatherings of more than 10 persons at that time, and that students and faculty might not be willing to attend in-person classes. Carol added that responses to our e-mail survey asking about willingness to attend courses offered via Zoom technology was overwhelmingly positive. Perry went on to say that he has 9 courses ready to go for the fall term, with 15 students per course. Tuition and faculty pay will be the same as in previous years. He said that the Curriculum Committee has decided to use Zoom technology, although there are other similar programs available. Steve Kelly said that the Technology Fund can be used to support instructors who

would like to rent a monitor to show content during a course. Bill said that the current CVEC policy regarding oversubscribed courses can be used in this new format, and that no policy changes regarding this subject are needed at this time. David Norman asked why class size is being limited to 15, and Perry responded that these are discussion courses, best suited to a smaller number of students. He went on to say that the Curriculum Committee is willing to consider moving to a higher limit in subsequent terms, and Carol said that the smaller number of students reflects the fact that the distance learning format is new for most students and faculty.

5. Bill Rizzo reported that enrollment over the past several years has been stable, with the exception of 2019/2020 due to cancelled 2020 spring courses. Regarding the fund balance report, Bill pointed out that CVEC still owes \$3500.00 for the website upgrade, and he said that he expects the organization to have a balanced budget this year. Bill and Karolyn reviewed the 2020-21 budget draft, noting that revenue is based on 25 classes with 15 students each at \$50.00 tuition per student. Karolyn pointed out that there is money budgeted for room rentals and for Zoom licenses, depending upon how courses are delivered during the coming fiscal year. In addition, the budget includes a small amount to support an annual meeting, should one be held. Steve moved and Phil Eaves seconded that the draft budget be approved as presented. Motion carried.
6. On behalf of the Nominating Committee, Phil reported that Joan Drenth had suggested Peggy Sheldon as a candidate to fill the fifth remaining Board position. He said that the committee had interviewed Peggy and that her name was being placed in nomination for a three-year term on the CVEC Board. In addition, Peggy has agreed to join the Nominating Committee and to move into the Chair position next year, succeeding Barbara Crouter, who has agreed to serve as Nominating Committee Chair for 2020-2021.
7. Bill Rizzo spoke on behalf of the Film Festival Committee, stating that the committee had discussed holding a festival remotely, but ultimately had decided that the festival should be a shared, in-person experience. Therefore, the committee was recommending to the Board that the film festival be cancelled for summer 2020. Following some discussion, Sue Evans moved and Joan Drenth seconded that the 2020 film festival be cancelled. Motion carried.
8. Dan recognized retiring Board members Dale Talley, Phil Eaves, Joan Drenth, Peg Morrison, and Mary Ho, thanking each for their contributions to CVEC.
9. There being no further business, the meeting was adjourned at 3:18 p.m. The next scheduled Board meeting is September 16, 2020.

Respectfully submitted,

Mary Ho, Secretary